



2/28/2025 – Architectural services RFP – Response to questions

Q1. When will the results of the hazardous materials testing (mentioned during site visit, to be done by client) be available?

A1. Environmental Review. Prior to the formal commitment or expenditure funds from HCR, the environmental effects of each program activity must be assessed in accordance with the State Environmental Quality Review Act (“SEQRA”) at 6 NYCRR Part 617. TCLB will conduct an investigation and HCR’s Environmental Analysis Unit will complete an environmental review and issue an environmental clearance letter to TCLB. • To receive Environmental Clearance and approval to proceed, activities & sites will require review and approval by the State Historic Preservation Office, review of location related to floodplains, coastal zone and agricultural districts and compliance with related requirements, confirmation of local zoning approvals, le. This work is currently being completed by TCLB and should be complete awaiting approval by HCR in conjunction with the award for architectural services.

Q2. What are your expectations for ADA compliance regarding access and facilities for these properties?

A2. Our goal is to get a plan that will allow us to get a Certificate of Compliance and/or Certificate of Occupancy. Our goal is to create units of housing and to do it as cost effectively as we can so we can maximize our impact with our funding. Given the nature of these units, they do not lend themselves to be ADA compliant in nature without upgrades to the buildings. We do not want to undertake large upgrades that are unnecessary to creating more housing.

Q3. RFP Section IV-7 Fee Proposal indicates: "lump sum or hourly rates"; please clarify/confirm LS per property as indicated in the bid sheet is what is required.

A3. We expect pricing for the project based on production of plans that we can use to bid out the projects. If there are unforeseen services needed, having an hourly rate could help. Your lump sum should include the amount necessary to produce a set of plans that the City of Troy code department approves and that can be used to produce an RFP for construction work. You’ll be expected to respond to comments by the code department, answer questions of contractors as necessary during the bid phase, to be in attendance for one (1) walk through during the bid phase (to be scheduled when you are available). Other



design work that happens after deconstruction/demolition and is unforeseen might incur an hourly rate charge.

Q4. Please confirm that email submittal is acceptable

A4. it is acceptable

Q5. Exhibit C, D, E appears to require a Notary; please advise on this requirement. Do these signatures require notarization?

A5. yes, a notary is required.

Q6. Are you at liberty to share how much grant funding TCLB was awarded for this project? Is it building-by-building or for all four projects? Is the grant funding for construction only, or can it be used for consulting fees?

A6. \$1,053,185 is available for construction only. \$12,640 is available for predevelopment from the grant separate from the construction. This is a lump for all projects we endeavor and is not building by building. We have other funding sources that can be exhausted if necessary.

Q7. At this time do you have an estimated ROM budget amount for the project, including placeholders for construction costs and consulting fees?

A7. No, we do not.

Q8. Has environmental testing been completed to determine the presence of asbestos, lead, or other contaminants at the properties?

A8. Environmental testing will be done by others. This RFP is for the design services to generate plans that can be submitted to the City of Troy code department and for use to generate an RFP for construction services. We need the plans in order for our GC to get a building permit.

Q9. Interior Design services are mentioned for the Land Bank offices and apartment above at 871 River St.. What will you require in addition to furniture layouts and specifications of new floor, wall and ceiling finishes? Should furniture specifications and purchasing services be included in my proposal?

A9. The interior design plan mentioned is for the purposes of building permits and layout. We will need to consider things like furniture in the design but we do not need procurement



for furniture. For 871 River St., we will have specific needs for board meetings and such, but that will be considered after the architect RFP is awarded. We will need lighting placement, light switch placement etc. We will work in conjunction with the architect on color choices and finishes. We have a Design standard that we will plan to follow. There may be updates to it as needed.

Q.10 Is there an estimated project budget overall or per project for the rehabilitations?

A.10 see A6 for more breakdowns of the grant we are using for this. We have other funding that we prefer not to use, but can.