



**CITY OF LOCKPORT**  
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**TIM RUSSO**  
Director of Finance

## REQUESTS FOR PROPOSALS

The City of Lockport is requesting sealed proposals for

Water and Sewer Master Infrastructure Plan

Notice is hereby given that sealed proposals for the services above will be received and considered by the City of Lockport up to 2 pm on June 21st at the office of the City Clerk, municipal building, One Locks Plaza Lockport NY, 14094.

Proposers will provide one written quote that contains the total cost of the scope of work.

Please contact City Clerk Sarah Lanzo at 716-439-6776 or [city.clerk@lockportny.gov](mailto:city.clerk@lockportny.gov) with any questions.

The City of Lockport, NY reserves the right to reject any or all proposal, to consider the reputation and experience of the Proposal in making its selection; to waive any informalities or minor deviations from the proposal form, and to award to other than the lowest quote, if good and sufficient reasons, it is considered in the best interest of the City of Lockport to do so. The City will not reimburse any costs associated with the preparation of RFP(s).

Publish Date: May 30, 2023

## **REQUEST FOR PROPOSAL (RFP)**

### **Master Infrastructure Plan for City Water and Sewer Infrastructure**

#### **Introduction:**

The City of Lockport, NY, is a small community located in western New York State, with a population of approximately 20,000 people. The city has a rich history, dating back to the 19th century when it was a major industrial hub, with significant manufacturing and transportation industries. Today, Lockport is a mix of residential and commercial areas, with a unique character and charm that attracts visitors from all over.

One of the significant challenges facing the City of Lockport is its aging water and sewer infrastructure. Like many other communities in the United States, Lockport's water and sewer systems are outdated and require significant investment to maintain and upgrade. The city's infrastructure is subject to various issues, such as pipe failures, leaks, and inadequate capacity, which can pose health hazards and disrupt the lives of residents. Given the essential role that water and sewer systems play in the daily lives of residents, it is crucial to address these issues and develop a comprehensive plan to ensure that Lockport's infrastructure can meet the needs of its diverse population.

To address the challenges facing Lockport's water and sewer infrastructure, the City is seeking proposals for a Master Infrastructure Plan. This plan will take into account the unique geographic, economic, and demographic factors of the City and develop a roadmap for addressing current and future challenges. A comprehensive plan can help ensure that Lockport's water and sewer systems are efficient, reliable, and meet the needs of its residents for years to come. The development of a Master Infrastructure Plan is an essential step in maintaining and upgrading the City's infrastructure and supporting the continued growth and development of the community.

#### **Scope of Work:**

The selected firm will be responsible for conducting a thorough analysis of the City's water and sewer infrastructure, including:

- A comprehensive assessment of the condition of the existing water and sewer infrastructure, including pipes, pumps, valves, and other components.
- An evaluation of the capacity of the existing water and sewer systems to meet current and future demand.
- An analysis of the City's water and sewer policies and regulations to ensure compliance with state and federal regulations.
- Identification of areas of concern, such as areas with high levels of water loss or sewer backups, and an analysis of the causes of these issues.
- Identification of potential funding sources for recommended improvements.

The selected firm will be required to develop a Master Infrastructure Plan that includes the following:

- A detailed assessment of the existing water and sewer infrastructure, including a description of the condition of the infrastructure and areas of concern.
- Recommendations for improvements to the water and sewer systems, including a prioritized list of projects and estimated costs.
- A review of the City's water and sewer policies and regulations, including any recommended updates.
- Identification of potential funding sources for recommended improvements, including grant opportunities and financing options.
- A detailed implementation plan for recommended improvements, including a timeline and estimated costs for each project.

**Deliverables:**

The selected firm will be required to submit a final report that includes the following:

- A detailed assessment of the existing water and sewer infrastructure, including a description of the condition of the infrastructure and areas of concern.
- Recommendations for improvements to the water and sewer systems, including a prioritized list of projects and estimated costs.
- A review of the City's water and sewer policies and regulations, including any recommended updates.
- Identification of potential funding sources for recommended improvements, including grant opportunities and financing options.
- A detailed implementation plan for recommended improvements, including a timeline and estimated costs for each project.
- A summary of the key findings and recommendations of the Master Infrastructure Plan, suitable for public dissemination.

**Proposal Requirements:**

Proposals should include the following:

- A description of the firm's qualifications and experience conducting similar studies.
- A proposed timeline for completing the Master Infrastructure Plan, including key milestones.
- A detailed scope of work, including a description of the methodology that will be used to develop the Master Infrastructure Plan.
- A proposed budget for the project, including all costs associated with the project.
- A list of references from similar projects.

**Proposal Submission:**

Proposals should be submitted in paper format to the City of Lockport, NY, by the deadline of June 21, 2023 at 2 pm. Proposals should be addressed to:

City of Lockport, NY  
Attn: Master Infrastructure Plan RFP  
1 Locks Plaza  
Lockport, NY 14094

A digital version of the submission should also be electronically emailed to the City Clerk at [city.clerk@lockportny.gov](mailto:city.clerk@lockportny.gov).

**Evaluation Criteria:**

Proposals will be evaluated based on the following criteria:

- Qualifications and experience of the firm and its team members.
- Proposed methodology and scope of work.
- Proposed timeline for completing the Master Infrastructure Plan.
- Proposed budget and cost-effectiveness.
- References from similar projects.

The City of Lockport, NY reserves the right to reject any and all proposals and to waive any irregularities or informalities in the proposal process.

A committee will be appointed by the Mayor that will evaluate the submissions. Please note that this RFP does not obligate the City to select a bidder or accept a bid at this time or any time in the future. The City can at its sole discretion revise the requirements, scope, and selection process for this RFP at any time.

Thank you for your interest in this project. If you have any questions or require additional information, please contact City Clerk Sarah Lanzo at 716-439-6776 or [city.clerk@lockportny.gov](mailto:city.clerk@lockportny.gov).