Overview

The Erie Canalway Heritage Fund, Inc. (Erie Canalway), the not-for-profit partner of the Erie Canalway National Heritage Corridor, is seeking cost proposals for professional pre-development services in connection with a preservation and adaptive reuse project of the Matton Shipyard, located in Peebles Island State Park, Cohoes, NY. Proposed designs, plans, and cost estimates will include, but not be limited to, structural stabilization and/or “mothballing”, façade repairs/painting, fence area reduction, soil remediation, cultural resources surveys, and stabilizing/improving the shipyard’s Hudson River shoreline.

Sealed Bid Proposals in response to this request must be submitted to the Erie Canalway Heritage Fund, Inc. no later than 4:00 PM, Tuesday, June 16, 2020. Submission details and contact information are included in this Request for Proposals (RFP). Project document development and consultant payment cycles will be determined as part of the contracting process.

Background

Matton Shipyard, established in 1916 at the confluence of the Mohawk and Hudson Rivers on Van Schaick Island, Cohoes, NY, is a rare surviving example of an early 20th century civilian ship building and repair facility. A Resource Planning Protection and Preservation study of shipyards in coastal Connecticut, conducted during the 1980s, revealed that these places are remarkably ephemeral and usually leave little above ground, or other archeological evidence. Surviving buildings, piers, slipways, and other structures, along with historic documents, drawings, and photographs make the Matton Shipyard a now rare example of a once common type of facility along America’s ocean and Great Lakes coasts. Although the yard’s surviving buildings have suffered from deterioration since vacated in 1989, the site retains much of its historic integrity.

In 2016 Erie Canalway began a comprehensive feasibility and master planning study of Matton Shipyard that envisions a facility open to the public and providing educational and other public services. Erie Canalway is now in phase 1 of a three-phased approach to revitalizes the site. In phase I, we will perform environmental remediation and begin implementing structural and preservation measures for site buildings and property and conducting critical design and engineering tasks. The site is owned by New York State Office of Parks, Recreation and Historic Preservation (OPRHP).

Matton Shipyard is listed on the National Register of Historic Places (NR 09000553). This project is funded in part by a grant from the NYS Office of Parks, Recreation and Historic Preservation through Title 9 of the Environmental Protection Act of 1993. The project is subject to review and comment by New York State Office of Parks, Recreation, and Historic Preservation, and, if requested, the New York State Canal Corporation.
Scope of Work and Associated Professional Services

A 2017 structural engineering and architectural assessment of the Shipyard’s existing infrastructure determined that three (3) historic buildings retain sufficient integrity for preservation and rehabilitation. These buildings are listed on the Keyed Site Plan as: #1 Watchman’s Shanty, #2 Office/Stores, and #3 Carpenter’s Shop. A description of the existing conditions can be found in the Preliminary Findings Report included in the appendices.

The following professional pre-development design & engineering, cost estimating and bid document development services are requested:

Assessments:
1. Assess and update as needed the current condition assessment of buildings #1, #2, & #3
2. Assess and update as needed the current condition assessment reports for the shoreline, pier, and sheet pile wall.
3. Conduct a Phase 1 Cultural Resources Survey immediately outside the southern boundary of Matton Shipyard. Survey area extends from the shipyard’s southern fence-line to a point approximately 10 yards beyond the southern-most point of the former NYS Canal Terminal Wall. An aerial image is included in the appendices to generally illustrate the requested area of survey.

Building Stabilization design, engineering and cost estimating (Buildings 1 & 3):
1. Assess buildings 1 & 3 on the keyed site plan and propose a stabilization plan, with cost estimates and bid documents, for each structure.

Building Mothballing (Buildings #1, #2, & #3) – design, engineering and cost estimating:
1. Identify all access points to each building and present options to prevent unauthorized public entry
2. Define and propose ventilation plans
3. Ensure all utilities and mechanicals are off
4. Develop a maintenance and monitoring plan for use by site owner
5. Identify and document existing pest issues and locations and propose an environmentally appropriate extermination & long-term treatment plan
6. Project activity will adhere to the National Park Service’s Technical Preservation Brief #31: Mothballing Historic Buildings. [https://www.nps.gov/tps/how-to-preserve/briefs/31-mothballing.htm](https://www.nps.gov/tps/how-to-preserve/briefs/31-mothballing.htm)

Façades (Buildings #1, #2, & #3):
1. Assess each building for critical areas of necessary façade stabilization (repair of clapboards, corners, soffits, etc. to avoid loss or that require replacement). Propose a treatment plan with associated cost estimates and bid documents.
2. Propose a process for sealing and preserving in place the original façade text.
3. Develop and design, with input from Erie Canalway, an historically accurate façade color and graphic scheme to be applied over original façade lettering.
Soil Remediation:
1. Develop a treatment plan in consultation with Erie Canalway that includes the certainty of major flooding events at the site, and associated cost estimates for remediating soil containing levels of lead and chromium that exceed Department of Environmental Conservation residential use thresholds on the southern third of the property (map and testing reports included in appendices).
2. Create bid documents for the preferred alternative, as determined by Erie Canalway.

Shoreline Assessments:
1. Pier and Sheet Pile Wall
   a. Review and update the preliminary findings report as needed (attached).
   b. Conduct engineering assessment of the below-water level areas of the sheet pile covering the wall and pier.
2. Shoreline stabilization (from the pier to the northern end of the property):
   a. Design and engineering – The Hudson River shoreline of the property is primarily exposed earth in various stages of erosion. Propose solutions for addressing shoreline erosion control and improvement measures. Include any potential Phase 2 cultural resource surveys needed for the preferred option.

DELIVERABLES:

Prepare cost estimates and bid documents for preferred alternatives for all requested activities:
1. Secure USACE & NYSDEC Permits and impact assessments (SEQRA), as required.
2. Prepare cost estimates for each requested activity with alternative options for Erie Canalway to consider.
3. Prepare bid documents and support materials for preferred implementation solutions, including narrative descriptions and final cost estimates of proposed activities.
4. Provide estimates for project management services for bid preparation and release, and oversight of implementation.
5. Generate a written Phase 1 Cultural Resources Assessment as described above; and any related Phase 2 Cultural Resources Assessment required as part of preferred shoreline erosion control treatment.

Planning and structural conditions resources are available with this request on the New York State Contract Reporter and from Erie Canalway. These include:
- Bidder Information Form
- Initial Soil Sample Report 9-3-19
- Additional Soil Sample Report 10-2-19
- Hazardous Materials Survey Report
- Keyed Reference Map
- National Park Service Preservation Brief #31, Mothballing Historic Buildings
- Phase 1 Environmental Site Assessment Report
- Phase 1 Archeological Investigation
- Preliminary Findings Report (see especially pages 5 - 20)
- Matton Site Elevation
- Existing Building Drawings
- New York State M/WBE requirements
Site Visit:
Respondents are required to visit the property as part of proposal development on Thursday, May 28th from 10:30 AM to Noon. We will meet at the Matton Shipyard, located on the north end of Delaware Avenue on Van Schaick Island, and conclude no later than 12:00 pm (noon). For Mapquest users, please use: 1 Peebles Island Road, Waterford, NY 12188 for the address. Please dress accordingly (the site may be wet and muddy and building interiors are in various need of repair). Buildings do not have electricity.

NOTE: Due to ongoing concerns with COVID-19, Erie Canalway will require any of its contractors to follow all New York State Executive Orders, guidance and protocols.

Erie Canalway will accept written questions through 4:00 PM, Thursday, June 11th, 2020.

Contact Andy Kitzmann to RSVP for the site visit or for general clarifications. Answers will be posted on the NYS Contract Reporter in a timely manner.

Contact info:
Andy Kitzmann, Assistant Director
Cell: 315-558-1679
Email: andy_kitzmann@partner.nps.gov

Form of Proposal
Respondents must provide a brief description of the firm, emphasizing areas of expertise or focus of practice. Please include a list of recent relevant projects, identifying any projects that involved the New York State Office of Parks, Recreation, and Historic Preservation, Canal Corporation, and/or work reviewed by the state’s Historic Preservation Field Services Bureau.

Bid proposals must identify all members of the proposed project team, as well as, sub-consultants, and include each member’s hourly rate and total estimated hours, a professional resume or bio for each person, and descriptions of primary work responsibility.

Please identify each member's participation in past projects with the firm, or under separate employment, that specifically qualifies him/her for this project. The information provided should be commensurate with the minimum qualifications for education and experience as noted on the attachment and including that all construction contractors/sub-contractors must demonstrate specific experience with National Register listed projects.

Proposals must include a minimum of three client references for similar, recent projects. Please briefly describe each project, including specific services performed and overall project budget. Provide the name, address and telephone number of a client representative for each project.

An itemized projected cost and hours, broken down by requested activity and staff responsible, for each service specified in this RFP is required.

Respondents must submit a signed and completed bidder information form that includes a detailed fee proposal with their submission. Information on the form includes:
Erie Canalway Heritage Fund, Inc. Request for Bid, Pre-Development and Cost Estimating

- General organization information
- Fees and hours broken out for each requested activity and a total project fee.

This project is funded in part by a grant from the NYS Office of Parks, Recreation and Historic Preservation through Title 9 of the Environmental Protection Act of 1993.

M/WBE Plan
Funding for this project comes in part through a grant from New York State Office of Parks, Recreation and Historic Preservation. The State of New York Master Contract for Grants will be in full effect for this project, including that all contract requirements and reporting processes will apply to all consultants and sub-consultants, including meeting and reporting on state M/WBE goals. See addendum materials included with this proposal request. Under Article 15A, Executive Law, the State of New York is committed to providing Minority and Women Owned Businesses (M/WBE) equal opportunity to participate in government contracts. The following goals have been set for this project: 13% MBE, 17% WBE, total 30%.

The successful bidder will be required to furnish reports showing the participation of their own and/or various business enterprises of subcontractors and suppliers on the contract to meet this goal.

For purposes of providing meaningful participation by M/WBEs and achieving the M/WBE goals, bidders should reference the director of M/WBEs at the following internet address: http://ny.newnycontracts.com

The bidder understands that only sums paid to M/WBEs for the performance of a commercially useful function, as that term is defined in 5 NYCRR 140.1, may be applied towards the achievement of the applicable M/WBE participation goal.

Schedule
The Erie Canalway Heritage Fund, Inc. intends to accomplish the proposed project no later than March 2021.

- May 26th, 2020 - RFP made public
- Thursday, June 4th - site walk through – 10:30 to Noon (required)
- Thursday, June 11th – last day for submitting questions – Due by 4:00 PM
- Tuesday, June 16th - Receipt of RFP Responses – Due by 4:00 PM
- Thursday, June 18, 2020 - Sealed bids opened: 10:00 AM at the Visitor Center, Peebles Island State Park (Mapquest: use 1 Peebles Island Road, Waterford, NY 12188)
- July 17th, 2020 - Consultant selection completed
- July – August - Consultant contracting
- August -September 2020 Begin project implementation –
- March 2021 - Project completed

Please note that these dates, except for the Receipt of RFP Responses, last day for submitting questions, walk-through and opening of sealed bids, represent targets, rather than firm deadlines.
**Best Value Bidder**

Award selection will be based upon the following criteria:

1. Capacity to complete the contract reliably and with integrity
2. Ability to meet professional qualifications described in this RFP
3. Demonstrated experience with National Register properties
4. Bid amount
5. Proposed hourly estimates
6. Ability to meet Erie Canalway timeframes
7. Ability to meet NYS M/WBE and EEO requirements
8. Past performance/References

**Submission of proposals:**

Sealed bids must be postmarked by **4:00 PM, Tuesday, June 16th, 2020** to the Erie Canalway offices. **No emailed, faxed or hand-delivered submissions will be accepted. Unsealed applications or applications received after the submission deadline will be returned without being considered.**

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**Sent via US Post Office:**

Do NOT send to this address if using overnight deliveries such as Fed Ex or UPS.

Erie Canalway Heritage Fund  
c/o Andy Kitzmann  
Matton Shipyard RFP  
P.O. Box 219  
Waterford, NY 12188

**Overnight deliveries**

Note: Do NOT send to this address if using the US Post Office.

Erie Canalway Heritage Fund  
c/o Andy Kitzmann  
Matton Shipyard RFP  
1 Delaware Avenue  
Cohoes, NY 12047
Minimum Qualifications for Professional Education
and Experience as related to Historic Preservation Projects
Per Federal Regulation: 36CFR, Part 61

Professional shall mean an individual practicing in the areas of architecture, engineering, landscape architecture, archaeology or historic preservation. In the following definitions, a year of full-time professional experience need not consist of a continuous year of full-time or part-time experience. The following qualifications define the minimum education and experience required. In some cases, additional areas or levels of expertise may be determined to be necessary, depending on the complexity of the project and the nature of the property involved.

1. Archaeology: a graduate degree in archaeology, anthropology or a closely related field plus:
   - at least one full year of full-time professional experience or equivalent specialized training in archaeological research, administration or management; and
   - at least four months of supervised field and analytic experience in general North American archaeology; and
   - demonstrate ability to carry research to completion.

   In addition to these minimum qualifications, a professional in prehistoric (i.e., pre-European settlement) archaeology shall have at least one year of full-time professional experience at a supervisory level in the study of archaeological resources of the prehistoric period. A professional in historic archaeology shall have at least one year of full-time professional experience at a supervisory level in the study of archeological resources of the historic period.

2. Architecture, engineering or landscape architecture: a professional degree in architecture, engineering or landscape architecture plus at least three years of full-time professional experience; or a State license to practice.

3. Historic architecture, historic engineering or historic landscape architecture: a professional degree in architecture, engineering or landscape architecture, or a State license to practice; plus one of the following:
   - a graduate degree in historic preservation, architectural history, preservation planning or a closely related field and at least two years of full-time professional experience on historic preservation projects; or
   - at least three years of full-time professional experience on historic preservation projects.

4. Historic preservation:
   - a graduate degree in preservation, architectural history, art history, historic preservation planning or a closely related field, plus two years of full-time professional experience on historic preservation projects; or
a bachelor's degree in historic preservation, architectural history, art history, preservation planning or a closely related field, plus four years of full-time professional experience on historic preservation projects; or

completion of a recognized training program in historic preservation, or a bachelor's degree in an unrelated field, plus five years of full-time professional experience on historic preservation projects; or

ten years of full-time work experience on historic preservation projects.