

# CITY OF AUBURN



Memorial City Hall – 24 South Street – Auburn, New York – 13021

---

## ADDENDUM No. 3

Request For Proposal (RFP)

## City of Auburn Public Safety Complex

**Private Development/ Ownership Facility with Lease Agreement**

RFP Proposal Due Date: Friday, October 2, 2015 by 4:00 P.M.

**Addendum Issuance Date: August 24, 2015**



Douglas A. Selby, City Manager  
William H. Lupien, Jr., P.E., Superintendent of Engineering Services  
Jennifer Haines, Director of Planning and Economic Development

---

Contact: City of Auburn Department of Engineering Services (315) 255-4129, Fax: (315) 253-3243

**Auburn Public Safety Complex: Private Development/ Ownership Facility with Lease Agreement**

**ADDENDUM No. 2 TO RFP DOCUMENTS**

***To All Potential Bidders:***

This addendum is issued to modify the previously issued request for proposal documents and/ or given for informational purposes, and is hereby made a part of the bid documents. Please attach this addendum to the documents in your possession. All proposers shall acknowledge receipt of any and all addenda, if any, listing the Addenda in their letter of interest.

---

**Changes to the RFP**

1. Page 1: I. Purpose and Introduction, A. Purpose, End of First Paragraph:
  - a. **ADD:** *The developer may add private, non-public entities or businesses as tenants of the facility.*
2. Page 1: I. Purpose and Introduction, A. Purpose, Last Paragraph:
  - a. **REMOVE:** *The City intends to enter into a long-term 20 – 30 year agreement with the Developer for the facility with a buy out option acceptable to both parties. The Developer will be responsible for the design; adhering to the requirements provided in this RFP, construction, financing and ownership of the building.*
  - b. **ADD:** *The City intends to enter into a long-term 20 – 30 year agreement with the Developer for the facility acceptable to both parties. The Developer will be responsible for the design; adhering to the requirements provided in this RFP, construction, financing and ownership of the building.*
3. Page 3: II. Project Description, A. Introduction: First Paragraph:
  - a. **REMOVE:** *The City anticipates working with a Developer in the planning and design of a new Developer-Owned facility located within the City of Auburn that will accommodate numerous city and county agencies.*
  - b. **ADD:** *The City anticipates working with a Developer in the planning to ensure the construction of a new Developer-Owned facility located within the City of Auburn that will accommodate numerous city and county agencies.*
4. Page 3: II. Project Description, A. Introduction, Second to last paragraph:
  - a. **REMOVE** *The project shall be designed to allow for future flexibility and expansion and shall accommodate multiple city and county agencies including:*
    - *Fire Department*
    - *Police Department*
    - *Probation*
    - *City Courts*

- *County Emergency Management, EOC and PSAP (as an Alternate)*
- b. **ADD:** *The project shall be designed to allow for future flexibility and expansion and shall accommodate multiple city and county agencies including:*
- *Fire Department*
  - *Police Department*
  - *EOC (if the County does not move the EOC into this Complex there is still a need for an EOC function to be provided within the new Police and Fire Department. Program items 1-7 of EOC Design Standards on page 22 of the RFP shall be provided)*
  - *City Courts*
  - *County Emergency Management, EOC, Probation and PSAP (as an Alternate)*
5. Page 4: II. Project Description, C. Miscellaneous Conditions, First Paragraph:
- a. **REMOVE:** *It is the intent of the City to waive applicable City related permit fees. This will not apply to other local, state, federal or other applicable permit fees.*
- b. **ADD:** *All local, state, federal or other applicable project permit fees shall be the responsibility of the developer.*
6. Page 5: Immediately following III. DESIGN CRITERIA:
- a. **ADD:** *(The following criteria are for reference only and are not mandatory requirements and do not limit the Developer to submit its own design in accordance with governmental standards)*
7. Page 28: VI. Submission Requirements, E. Project Proposal, Alternate:
- a. **REMOVE:** *Describe in detail how the inclusion of the Emergency Management Department, EOC and PSAP affect you proposal. Does it require additional land; cost to the facility, lease rate, security measures, materials etc.*
- b. **ADD:** *Describe in detail how the inclusion of the Emergency Management Department, EOC, Probation, and PSAP affect you proposal. Does it require additional land; cost to the facility, lease rate, security measures, materials etc.*
8. Page 29: VI. Submission Requirements, E. Project Proposal, Proposal Letter:
- a. **REMOVE:** *Offering proposed lease and buyout terms,*
- b. **ADD:** *Offering proposed lease terms,*

### **Additional Information**

#### **Parking Clarification:**

The required parking per use is defined as follows:

Use	Employee	Public
Police	70 (35 Secure)	10
Fire	35	5
Courts	20 (7 Secure)	50
County Functions*	25	5

\*TBD based on County Interest.

Existing Apparatus Clarification:

To clarify the current list of equipment the Fire Department requires within the apparatus bay(s) the following list shall be used:

Apparatus Type	Number of Apparatus's	Length of Apparatus (feet)
Ladder Truck	2	47
Pumper Truck w/ Aerials	2	34
Pumper Truck	2	32
Heavy Rescue	1	34
Admin. Vehicle	5	25

FF&E Clarification:

Furniture, Fixtures, and Equipment (FF&E) shall be the responsibility of the City of Auburn and Cayuga County. Specialty equipment such as gear washer, gear dryer, SCBA compressor/Cascade system, Heavy Duty Air Compressor, Fitness Equipment, Diesel Exhaust Removal System will be provided by the City of Auburn. All necessary utility connections and sizing shall be provided by the development team.

Developers are encouraged to regularly check the CEDA available property map as the map is subject to change as new property becomes available.

Site tours of the existing police and fire station may be scheduled with the Police and Fire Chief at their convenience. The city request that the development team coordinate all partners and parties to ensure the tour can be completed in a single visit.

Any additional questions, comments, or concerns with this RFP shall be directed to the City of Auburn, Department of Engineering Services (315) 255-4129, Attn: Seth Jensen, P.E., Jr. Engineer. **Proposals are due Friday, October 2, 2015 by 4:00 P.M.** The City of Auburn appreciates your time associated with providing a proposal and looks forward to working with you in the near future.

Sincerely,



Christina J. Selvek,  
Director of Capital Projects & Grants

cc: Public Safety Complex Committee  
File