



**Town Of Windsor
Highway Superintendent**

124 Main Street
Windsor, NY 13865
Telephone 607-655-2023 Opt. 6
Fax 607-655-2027
www.windsorny.org

November 6, 2023

The Town of Windsor is seeking an “Expression of Interest” (EOI) for preparation of Bridge NY funding application services and the option to be selected for the preliminary and final design, right-of-way incidentals/acquisition and construction inspection/support services for the Rehabilitation of the McNair Road Bridge over Tuscarora Creek, BIN 2226070.

EOIs are limited to three (3) pages and may address the following:

- The firm’s ability to perform the work.
- The firm’s ability to meet the project schedule by analyzing the firm’s workload.
- The specific personnel that the firm will assign to the project.
- Provide additional information regarding the firm’s expertise and experience with similar projects or work.

The Town will use the EOIs submitted from the 15 selected firms on the 2022 LDSA Region 9 list to select a consultant to assist in the Bridge NY project applications development. If the project is awarded funding, the selected consultant is eligible to provide Design, ROW Incidentals, ROW Acquisition and Construction/CI/CSS. The Town also reserves the right to work with the selected consultant to add additional bridges and/or culverts to this list for funding consideration under this funding source.

Scoring Criteria:

- Experience and Qualification of Proposed Staff
- Experience of Firm and Team with Locally Administered Federal Aid Projects
- Past Performance of the Firm
- Firms General Technical and Professional Competence
- Logistics and Familiarity with the project area
- DBE Utilization

The Town may choose to interview the top 2 or 3 ranked firms. Submission materials:

- One (1) electronic copy (PDF) of the firm’s EOI

Submit EOI via email to:

Elizabeth "Liz" Pfister windsortc1@echoes.net
Town Clerk/Registrar/Tax Collector 607-655-2023 option 3

EOIs are due by 3PM, November 21st, 2023

Please confirm receipt of this email to Liz Pfister, Town Clerk.

Sincerely,

A handwritten signature in black ink that reads "Michael Kithcart". The signature is fluid and cursive, with a long horizontal stroke extending to the right from the end of the name.

Mike Kithcart
Highway Superintendent
Town of Windsor
Mobile: 607-206-6567
windsorgarage@echoes.net



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Windsor, NY 13865
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December 8, 2023

RE: Bridge NY Application
McNair Road Bridge over Tuscarora Creek
BIN 2226070
Designation Letter

To: Fisher Associates,

The Town of Windsor has designated Fisher Associates as the most qualified firm from the 2022 LDSA Region 9 Consultant List to prepare the Bridge NY application development for the McNair Road Bridge over Tuscarora Creek rehabilitation project. Additionally, this selection of Fisher Associates includes design, right-of-way incidentals, right-of-way acquisition, and construction phase services including construction administration, construction support and construction inspection services.

Sincerely,

A handwritten signature in black ink that reads "Michael Kithcart". The signature is fluid and cursive, with a long horizontal line extending from the end of the name.

Mike Kithcart
Highway Superintendent
Town of Windsor
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