

1 BONNIE HEIGHTS ROAD, MANHASSET, NY 11030

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June 22, 2020

**REQUEST FOR PROPOSALS FOR TRAFFIC STUDY**

**Introduction and Background**

The Village of Flower Hill, an incorporated Village with approximately 5,000 residents, located in the Manhasset, Roslyn and Port Washington areas of the Port Washington peninsula, is seeking the services of an actuary.

**Scope of Services**

The successful candidate will provide an estimate for the cost of a study of the areas outlined below. Residents have reported excessive speeding on the roads. The Village is seeking a solution to calm the traffic.

Port Washington/Roslyn

1) Center Dr (Northbound) to Ridge Drive E. (Northeast bound) to Woodland Rd. (Westbound) to Birchdale Lane (Northbound) to Cherrywood Lane (Westbound) to Wood Valley Road (Northbound) to Port Washington Blvd. (Northbound) in AM, reverse in PM

2) Birchdale Lane (North) to Country Club Dr. (North & West) to Port Washington Blvd. (North)

3) Ridge Drive East to Ridge Drive West to Northern Blvd.

Manhasset

1) Dogwood-Northwoods-Elderfields-Boulder cut through to Manhasset Woods Rd.

2) Stonytown Rd. (Westbound) to Manhasset Woods

3) Bonnie Heights Rd. (Westbound) to Manhasset Woods

4) Dogwood (West of Manhasset Woods Rd.) to Mason Dr. (Westbound) to Pinewood (Northbound) to Bridge Road (Westbound) to Plandome Rd.

5) Intersection of Crabapple Rd. and Woodhill La.

**Procedure for Proposals**

Submissions for consideration must be received no later than 2 pm on Friday, July 31, 2020. The Village Board of Trustees will make a selection from among the respondents at a meeting scheduled for August 3, 2020.

Submissions should be addressed to:

Ronnie Shatzkamer

Village Administrator

Village of Flower Hill

1 Bonnie Heights Road

Manhasset, NY 11030

Or emailed to Administrator@villageflowerhill.org

**Selection**

The Village reserves the right to select the respondent who best meets the requirements of the RFP, and not necessarily the lowest bidder. Further, the Village reserves the right to amend, in whole or in part, this RFP; withdraw or cancel this RFP; and accept or reject any or all proposals for any or no reason and with no penalty to the Village.

The Village shall inform the Awardee that they have been selected however neither the selection or the issuance of a notice of award shall constitute a binding commitment on behalf of the Village to enter into any contract or binding arrangement with the Awardee.

**Liability and Insurance**

As an Independent Contractor of the Village, the Awardee is responsible for providing their own insurance in the form Errors & Omissions Liability Insurance, defending, indemnifying and holding harmless the Village of Flower Hill, elected and appointed officials, employees and volunteers, its agents, employees and representatives, from any all loss/or damage arising out of the performance of services with a combined minimum liability limit of $1,000,000 per claim.   If possible, and preferable, the Awardee should also be responsible for providing their own of Commercial General Liability, defending, indemnifying and holding harmless the Village of Flower Hill, elected and appointed officials, employees and volunteers, its agents, employees and representatives, from any all loss/or damage arising out of the performance of services with a combined minimum liability limit (Bodily Injury and Property Damage) of $1,000,000 per claim. The Inc. Village of Flower Hill, all elected and appointed officials, employees and volunteers are to also be included as a primary and non-contributory additional insured under the Commercial General Liability Policy per form CG2026 or an equivalent form.

The Awardee shall provide worker’s compensation insurance and disability benefits insurance or proof of it not being required to secure same as evidenced by certificates or affidavit approved by the State Workers Compensation Law.