

Onondaga County Division of Purchase

Request for Proposals

Title: Regional Market Revitalization

RFP Number: #24-3510-001

Release Date: June 14, 2024

Due Date: July 15, 2024





Onondaga County
Executive Department
Division of Purchase

J. RYAN MCMAHON, II
County Executive

John H. Mulroy Civic Center, 13th Floor
421 Montgomery Street
Syracuse, NY 13202
www.ongov.net

DANIEL HAMMER
Director

Dear Vendor:

Enclosed is an Onondaga County Request for Proposal seeking a contract to provide services for Onondaga County. The county is seeking a quality firm to provide high quality services.

Please review the attached materials and respond in accordance with the instructions in the RFP. If you have technical questions relating to the scope of services or questions relating to the RFP process, please contact the undersigned. Thank you for your anticipated interest in this service to Onondaga County.

Sincerely,

DocuSigned by:

57E9E966235047B...
Daniel Hammer
Purchasing Director

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INTRODUCTION

HOW TO USE THIS DOCUMENT

This Document provides details of a Request for Proposal (RFP), as well as instructions on how to respond to this RFP and contract requirements.

PART I: THE SPECIFICS OF THIS RFP

- Section 01 (RFP Overview) and Section 02 (Scope of Work) provide the timeline, term, and details of this RFP.

PART II: THE RFP PROCESS

- Section 03 (Proposal Submission Process and Procedure) explains the general process and procedure for the submission of Proposals to the County.
- Section 04 (Required Forms) contains the necessary forms the Vendor must complete.
- Section 05 (Evaluation and Selection Criteria) details the factors the County considers when evaluating Proposals.

PART III: REQUIREMENTS UPON AWARD AND SAMPLE REQUIRED CONTRACT TERMS

- Section 06 (Award Information) provides information in the event that the Vendor's Proposal is accepted.
- Section 07 (Sample Required Contract Terms) contains sample standard contract terms similar, if not identical, to the terms of the contract the Vendor will be asked to sign if ultimately awarded the contract.

PART I: THE SPECIFICS OF THIS RFP

SECTION 01: REQUEST FOR PROPOSAL (RFP) OVERVIEW

1.1 Summary

The following Scope of Work section of an Onondaga County Request for Proposal (RFP) is for the development of a Revitalization Plan for the CNY Regional Market (Market). The County will solicit proposals from qualified planning, design and economic development firms. The Onondaga County Department of Planning (OCDOP) will oversee and manage the project.

1.2 Term

Contract will be for one (1) year(s) with two (2) possible one (1) year extensions requiring mutual consent of the County and the Vendor. In performing the Contract, both parties agree to comply with all applicable state, federal, and local laws.

1.3 Timeline

The following schedule has been established for the Request for Proposals. Please note that any changes to the dates up to the proposal submission deadline will be sent out as an addendum prior to the proposal deadline of this RFP.

Event	Date
RFP Release Date	06/14/2024
Non-mandatory Pre-Proposal Meeting	N/A
Question Submission Deadline	06/21/2024
Addendum to RFP released by County	06/27/2024
Proposal Submission Deadline	07/15/2024 by 3:00 PM
Award / Non-Award Letters Sent	4-8 weeks after submission deadline

1.4 Pre-proposal Meeting Information

There is no meeting scheduled for this request.

1.5 Questions and other Communication During the RFP Process

All questions regarding the RFP must be submitted electronically to RFP@ongov.net by the question deadline date unless otherwise instructed by the Purchasing Director. Questions will be answered through an official addendum issued by the Purchasing Director. Questions received after the deadline may be answered at the discretion of the Department and Purchasing Director.

During the period between the RFP Release Date and the contract award, no County employee can accept oral, written, or electronic contact from Vendors regarding the procurement.

SECTION 02: SCOPE OF WORK

2.1 Onondaga County Overview

Onondaga County is located in Central New York, home to the City of Syracuse and is within 350 miles of all major cities in the northeast. The County has a land area of 806 square miles and is approximately 35 miles in length and 30 miles in width and has an abundance of lakes, rivers, and 25 miles of the New York State Barge Canal System. Over 2,600 miles of highways, roads and streets service the County, which has contributed to establishing the County as the "crossroads of New York State". The 2020 U.S. Census showed a population of 476,516. A 2020 estimate showed the City of Syracuse with a population of 148,620. The City of Syracuse is situated in the approximate center of the County and serves as the focus for commercial and business activities.

2.2 Introduction and Background

Onondaga County is soliciting proposals from financial, strategic planning, economic development and/or urban planning firms, either as a single entity or qualified multi-disciplinary consultant team, to propose a preparation of a Central New York Regional Market Revitalization Plan.

The Central New York Regional Market Authority's mission is to provide facilities, programs and services to promote opportunities for agriculture and commerce in Central New York. The Central New York Regional Market Authority, established in 1935, operates the 50-acre physical campus and operations of the CNY Regional Market located on Park Street in the City of Syracuse.

The Market is the largest year-round retail farmers market operating on the East Coast and is a longstanding cultural and community asset. In peak season, the weekend retail market welcomes crowds exceeding 20,000 visitors per day. In addition to its year-round retail farmers market operations on Thursdays and Saturdays, the Market hosts a Sunday Flea Market. Its Administration Building includes a number of retail tenant spaces. The Market's Commission Houses are home to multiple wholesale food distribution operations critical to vendors at the regional market and the local food system.

The Authority has a \$2 million annual budget, funded primarily with fees collected from its market vendors and commercial tenants. As a public authority, the entity is limited in its ability to obtain funding from outside sources such as grants, fundraising funds or donations. A recent NYS Comptrollers Audit of the Regional Market Authority found several deficiencies in the financial condition of the Market's operation (<https://www.osc.ny.gov/files/local-government/audits/2024/pdf/central-new-york-regional-market-authority-2024-18.pdf>). Key findings of the audit include a decline in the financial condition of the operation, with annual deficits, unrealistic budgets, and poor payroll monitoring. The audit also describes the recent purchase of a warehouse intended for future programming, but stands unrented with \$3.2m in needed repairs.

As many of the Market's historic buildings and infrastructure enter their 85th year, the physical condition of the Market is also showing its age. Physically, time and deferred maintenance have

taken a toll on the market facilities which are in need of repair and revitalization. Important building spaces are in disrepair and underground and above-ground infrastructure is in need of overdue modernization and maintenance. The limitations inherent to existing structures is creating challenges for tenants and vendors, particularly for the long-term wholesale operations on site. The Authority has recently begun a campaign to solicit public funding to address the physical deterioration of the Market property and buildings, with estimated \$90m in identified improvements.

In an effort to support this important regional asset, Empire State Development has dedicated grant funds to stimulate needed revitalization activity. In support of the County's recently adopted *Plan Onondaga* comprehensive plan and *Onondaga County Agriculture & Farmland Protection* Plan goals, Onondaga County has made surplus funds available for the advancement of developing a strategic master plan for the operation.

Given the Market Authority's current financial situation, an assessment not only of the physical needs of the campus is necessary, but most critically, an in-depth assessment of the revenue streams, programs, and operations of the Market Authority to identify a strategy to address funding shortfalls and become a thriving, self-sustaining operation. Onondaga County and its partners envision the creation of a written product to outline a strategy to move forward from existing challenges, to identify a framework for Authority operations and management, and a vision for the future of the Market's buildings and campus.

2.3 Project Objectives

The purpose of this Revitalization Plan is to explore and define the role the CNY Regional Market will play in the local community and in the region both today and for future generations. The plan will assess the current operational and fiscal conditions of the Market and how the Market (finances, facilities and operations) currently serves the public, its vendors, and tenants. It will also explore and identify organizational, operational, and financing changes necessary to best meet ongoing challenges facing the facilities and achieve fiscal and operational sustainability of the Market Authority. As part of this process, the Plan will identify realistic as well as aspirational programmatic and other opportunities to spur revenue generation, increased private and public investment and improved benefit to the Market's tenants, vendors and the public. This strategic plan will create a vision and a road map which will provide for a thriving and self-sustaining future for this unique regional asset.

2.4 Performance Requirements

This section below is intended to provide some structure to the anticipated planning process and define expectations of the consultant or team.

The consultant is advised to utilize this flexible guidance for desired plan elements in developing a detailed proposal. It is expected that for each project proposal, the proposer shall outline a specific work program and associated tasks to make up the planning process. The consultant is welcome and encouraged to propose alternative approaches and project strategies so long as they meet the general project objectives and intent.

- Current Operations Assessment – A profile of the organizational, operational and fiscal state of the Market, including an analysis of opportunities and vulnerabilities. Review of the NYS Comptrollers Audit and related recommendations, and other fiscal statements. Assess how the Market currently serves tenants and the public from a fiscal and programmatic standpoint.
- Operations Plan – As the primary objective of the Revitalization Strategy, devise a coordinated strategy and structure for future operations, in partnership with the project team, which identifies a path to fiscal and programmatic stability and longevity for the Market. This effort should include a preferred management structure, identification of revenue streams, an understanding of ongoing maintenance obligations, and mechanisms to ensure the ability of the Authority to serve its tenants, community and mission.
- Envision the Future Market – Explore new options for the Market for future generations, using the above information, stakeholder engagement, and research on best practices from successful and self-sustaining public market operations across the country. This analysis should focus first and foremost on fiscal sustainability, and identify new opportunities for revenue streams, value-added programmatic opportunities, highest and best uses for the buildings and grounds, integration with the broader community, and reinforce strong linkages with the agricultural community.
- Market Assessment / Feasibility Analysis - For the primary components identified in the visioning portion of the study, prepare a feasibility analysis which incorporates potential benefits and costs, operational changes, and campus impacts. This element should set forth clear recommendations and outline implementation mechanisms as necessary.
- Physical Campus Assessment – Utilizing mapping, site visits, interviews with tenants/vendors, and provided existing engineering assessments, a profile of the usage, condition and critical needs of the physical campus, including assessment of buildings, infrastructure and relationship with neighboring lands. Assess how the Market currently serves tenants and the public from a facilities standpoint.
- Campus Land Use / Site Plan – Development and graphic illustration of the desired campus setting, including placement and utilization of buildings, parking and multi-modal facilities, green spaces, community connectivity, infrastructure, and architectural and urban design elements. Site plans, profiles and other illustrations will optimally be used by the project team in engagement, funding solicitation and marketing efforts and should be developed with these objectives in mind. Engineering level renderings are not necessary.

- Capital Plan - This section should succinctly identify a prioritized schedule of capital projects, including planning level cost estimates, possible sponsors and partners and funding sources.

2.5 Planning Process

The following are the basic anticipated components of the planning process. Proposals should include these elements in developing a proposed approach to addressing the scope of work.

- Plan Development The consultant will coordinate day-to-day project development with staff of the Onondaga County Department of Planning who will be leading and managing the project on behalf of the plan sponsors. The full Planning Team is anticipated to include the consultant, Planning Department, representatives from the CNY Regional Market Authority and other stakeholder entities as necessary and identified as the project evolves, will be convened as necessary. Relevant NYS agency representatives will be among these stakeholders and may require access to the work products and the consultant team.

The consultant should anticipate regular meetings, either in-person or online, on a regular basis throughout the planning process with the Project Team, to review interim deliverables during the plan development process. Relevant NYS agency representatives will be among stakeholders and may require access to the work products and the consultant team.

- Final Plan The consultant shall deliver a first draft and final draft plan to the Planning Team and allow for review and editing prior to delivery of a final, print-ready planning document(s). The consultant team will likely also be asked to prepare, publicly deliver, and share a final presentation(s) of the plan for future use by the Planning Team.

2.6 Implementation and Timeline Anticipated Deliverables

The primary deliverable shall be a written CNY Regional Market Revitalization Plan. The primary document is to be a concise, well-written, action-oriented, easily digestible, and visually strong planning, policy and design document. The intended audience for the Plan is the Planning Team, but also New York State and County decision makers. The end product(s) should also be able to be utilized to share the vision for the future of the market with the community at large and be used for Market promotion.

The Plan shall include all elements identified in Section 2.4 Performance Requirements, as well as documentation of engagement activities. To ensure a concise, user-friendly product, certain material may be appropriate as appendices or other supporting detail documents. The vision for revitalization of the Market campus should also be graphically presented as a site master plan, with a limited number of accompanying illustrations, planning-level renderings or other graphics.

The consultant shall provide preliminary and final draft documents and any presentations and supporting documents in an approved digital form to distribute to reviewing entities as

necessary. The consultant must be available to present the final plan to the Planning Team and separately, if requested, to other stakeholders, during approximately three meetings. Any materials anticipated for printing shall be formatted as print-ready digital files. Meeting summaries for all oversight committee and public meetings, or any others which merit documentation of tasks, decisions, and/or responsibilities during plan development are the responsibility of the consultant. The contractor shall also be responsible for assisting the Department of Planning as necessary regarding periodic reporting and necessary documents to be provided to the grantor, Empire State Development, as conditions of reimbursement.

All web, social media and press content is to be provided to the Planning Team for posting and distribution by the CNY Regional Market Authority or Onondaga County.

Digital transmission of any GIS files created during the course of the project. Any new datasets created by the consultant shall be provided to OCDOP as requested in an ESRI Geodatabase or Shapefile format that integrates into the OCDOP system. OCDOP and local GIS data will only be made available upon execution of consultant contracts. Any proprietary data provided to the consultant by OCDOP shall remain the property of Onondaga County, shall only be utilized for the purposes outlined in the executed contract, and must be relinquished back to OCDOP at the end of the contract term.

2.7 Proposal Requirements

Onondaga County is soliciting proposals for this project via this Request for Proposals. The Onondaga County Department of Planning will facilitate administration and management of the project on behalf of and in close coordination and participation of the CNY Regional Market Executive Director and Board of Directors. The contractor's proposal must contain the following information:

- Planning Approach: Describe the contractor's understanding and approach to the preliminary project scope as described above, including any proposed modifications, additions or deletion of services. A specific work program should be included in this section. Each program component shall be scoped separately.

The Proposer may include items not specifically outlined in this RFP in their proposal, for which the vendor feels may be pertinent to or an added benefit to the services requested. Alternatives in excess of the project budgets identified must be listed separately from the proposal and the cost thereof must be separated and itemized in the cost proposal.

- Committee, Stakeholder and Public Participation: Clearly outline a plan with schedule and methods for active and meaningful participation and input from the planning team, agency stakeholders, tenants/vendors, and the public, and how effective participation and participation shall be achieved by the consultant team. Also include a description of both printed materials and website, social media or other digital communication to be used during the planning process.

- Staffing Plan: Provide a list of all personnel who will be assigned work pursuant to this RFP including subcontractors and a brief description of their role in the project, qualifications, educational background, relevant training, and experience.

Of note, this solicitation is subject to the MWBE/SDVOB participation requirements from Empire State Development and Onondaga County, generally seeking a minimum 30% MWBE/SDVOB level of participation.

- Timeline: The contractor must provide a timeline of milestones for each step of the work program, including interim, draft and final deliverables, meetings and engagement events. The term of the contract will be as required to complete the project. The timeline shall be based on the following target dates, and include a clear and precise statement as to the date the contractor will be able to begin to provide these services:

Notice of Award	TBD (Summer 2024)
Kickoff Meeting	ASAP
Draft Plan for Committee Review	Month 5
Final Plan Approval	Month 6

- Cost Proposal/Budget: Provide a detailed budget accounting for all project costs, including estimates of expenses for each of the tasks within the timeline, personnel expense breakdown, and administrative cost breakdown. Personnel expenses must state the name and title of each individual assigned to the project, their hourly rate and the number of estimated hours the individual will be working on the project. Administrative costs include travel, postage, printing, digital services and other related expenses.

The estimated budget including County and New York State funding totals \$325,000 and is subject to change. The project contract will be a lump sum for consultant services. All expenditures by the consultant including labor, supplies, travel, and printing, shall be included in the proposal price.

The Proposer may include items not specified in this RFP in their proposal pertinent to or as an added benefit to the services requested. All such alternatives in excess of the project funding must be listed separately from the proposal and the cost thereof must be separate.

Upon submittal of a final plan to the County, the vendor may submit invoices up to 90% of the contract cost. The Vendor may submit invoices for the remaining funds upon final approval of the plan by the County Executive and NYS ESD. The contractor must agree to participate in revision and modification of the plan and provide responses back to the County and Regional Market Authority throughout the approval process.

2.8 References

Three (3) written references should be submitted on behalf of the Vendor with specific contact information (address, phone, and email). References should evidence the ability and capacity of the Vendor to be successful in the proposed project.

PART II: THE RFP PROCESS

SECTION 03: PROPOSAL SUBMISSION PROCESS AND PROCEDURE

3.1 Summary

The complete Proposal must be submitted in a sealed package with one (1) original and one (1) electronic copy (in the form of a flash drive), to the Onondaga County Division of Purchase, John H. Mulroy Civic Center, 421 Montgomery Street, 13th Floor, Syracuse, New York 13202, no later than 3:00 p.m. on the Proposal submission deadline. All proposals shall be marked with the RFP Number and Title on both the envelope and the cover page. Vendors shall include all documents necessary to support their proposal in the sealed package. This shall include, but not be limited to, the two forms to be completed in Section 04 of this RFP. Vendors are expected to examine specifications, schedules, and instructions included in this RFP. Failure to do so will be at the Vendor's risk.

3.2 Proposal Requirements

Proposals shall include the following:

- Cover Page with full proposal name, RFP number, date, and prime contractor name.
- Table of Contents
- Executive Summary
- Response to scope
 - Summarize understanding of the scope and explain how your solution or approach addresses the requirements provided in this RFP.
 - Provide a summary or overview of each proposed solution, for each corresponding component of Scope of Work offered in this proposal.
 - Provide education, experience, and general information related to specific personnel who will be working on this project
 - Submit a project schedule
 - Provide a pricing proposal
- Compliance Certification, Verification, and signature

3.3 Proposal Certification, Verification, and Signature

Proposals not signed by an authorized officer of the Vendor's organization may be eliminated. It is the sole responsibility of the Vendor to ensure that they have received the entire Request for Proposal. The Request for Proposal and any addenda may be secured by contacting the Division of Purchase.

3.4 Pricing

No proposal will be considered which is not accompanied by pricing as requested. "Time and materials" pricing will not be considered.

3.5 Statement of Assumptions and Exceptions

The Vendor will clearly describe any assumptions or exceptions made (by them) in order to successfully complete the proposal. This statement can include, but is not limited to, any assumptions or exceptions that Onondaga County will provide space, people, materials, alternative solutions, or exceptions to requirements within the RFP.

Each Proposal submitted in response to this RFP shall list any deviation(s), exception(s), or variation(s) to all sections of this RFP, referencing the section where the proposed change exists and stating the proposed revision. Proposers must provide a written explanation to include the scope of the exceptions, the ramifications of the exceptions for the County, and the description of the advantages or disadvantages to the County as a result of exceptions.

3.6 Preparation of Proposal

No proposal will be considered which modifies, in any manner, any of the provisions, specifications or minimum requirements set forth in the Request for Proposal. In case of error in the extension of prices in the Proposal, unit prices will govern.

3.7 Proposal Modifications

A proposal that is in the possession of Division of Purchase may be amended by sending an email to RFP@ongov.net (or letter to the Division of Purchase office address) bearing the signature and name of an authorized officer of the Vendor's organization, provided it is received prior to the Proposal submission deadline. Fax, telephone, or verbal alterations will not be accepted.

3.8 Withdrawal of Proposal

A proposal that is in the possession of the Division of Purchase may be withdrawn by the Vendor up to the time of the opening by contacting RFP@ongov.net.

3.9 Timing

Proposals must be received on or before the Proposal submission deadline. Proposals received after the Proposal submission deadline will not be considered. Vendors shall be responsible for the delivery of proposals during business hours to the address indicated in Section 3.1. It shall not be sufficient to show that the proposal was mailed in time to be received before the Proposal submission deadline.

3.10 Schedule of Events

The schedule of events set out in the RFP timeline in Section 01 represents the County of Onondaga's best estimate of the schedule that will be followed for the RFP process. However, delays to the procurement process may occur which may necessitate adjustments to the proposed schedule. After the RFP Release Date, the County reserves the right to adjust any or all of the proposed dates on an as-needed basis with or without notice. If a component of this schedule is delayed, the remainder of the schedule may be shifted as appropriate. Any changes to the dates up to the Proposal submission deadline will be sent out as an official, written addendum prior to the Proposal submission deadline of this RFP.

3.11 Denial of Reimbursement

The County will not reimburse Vendors for any costs associated with the preparation and submittal of any Proposal, or for any travel and/or per diem costs that are incurred.

3.12 Gratuity Prohibition

Vendors shall not offer any gratuities, favors, or anything of monetary value to any official, employee or agent of the County for the purpose of influencing consideration of this Proposal.

3.13 Effective Dates of Proposal

All terms, conditions, and costs quoted in the Proposal will be binding on the Vendor for 180 days from the last date to submit the Proposal.

3.14 FOIL and Proprietary Information

Proposal information is restricted and not publicly available until after the Contract award date. Responses to this RFP may require that potential Vendors include corporate information that is proprietary. All RFP materials are subject to the Federal and State Freedom of Information Laws, unless marked in advance as proprietary. If any request is received regarding this Proposal, you will be afforded the opportunity to submit justification to exempt any section you have identified in your Proposal as proprietary. It will be the Vendor's responsibility to qualify the section under the proprietary exemption. The County will not accept any request by a potential Vendor to declare the whole RFP response as proprietary, or to declare any pricing pages as proprietary. The County reserves the right to release sections which, as a matter of law, do not meet the standard to be exempted regardless of how they were marked by the Vendor.

3.15 RFP Certification

Pursuant to the provisions of New York State General Municipal Law, the Onondaga County Division of Purchase certifies the services required are not subject to competitive bidding under the professional service exemption, and Onondaga County Purchasing rules require selection of services through an RFP process.

SECTION 04: REQUIRED FORMS

Form A: Proposal Certification Form

Form B: Sexual Harassment Certification Form



ONONDAGA COUNTY

FORM A: PROPOSAL CERTIFICATION FORM

In compliance with the RFP specifications and the Conditions of Proposing, I, the undersigned, offer and agree to furnish any or all materials and/or services upon, which prices are offered, at the price set opposite each, to the County within the time specified. I certify that this proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same materials, supplies, equipment, or services and is in all respects fair and without collusion or fraud. I understand collusive proposing is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards. I agree to abide by all conditions of the proposal and certify that I am authorized to sign this proposal for the Offeror.

By my signature below, Vendor subscribes, and Vendor affirms as true under penalties of perjury the following statement:

By submission of this proposal, each proposer and each person signing on behalf of any proposer certifies, and in the case of a joint proposal each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each proposer is not on the list created pursuant to paragraph (b) of subdivision 3 of section 165-a of the state finance law.

RFP Title	
Firm Name	
Address of Record	
State of Incorporation	
Mailing Address	
Federal ID Number	
Printed Name and Title	
Email Address	
Authorized Signature	
Number of Addenda Received	

FORM B: SEXUAL HARASSMENT CERTIFICATION FORM

Section 201-g of the New York State Labor Law requires employers to adopt a sexual harassment prevention policy, make such policy available to its employees, and provide sexual harassment training to its employees, consistent with model policies, guidance, and regulations developed by the New York State Department of Labor.

(<https://www.ny.gov/combating-sexual-harassment-workplace/employers>)

By submission of this proposal, each proposer and each person signing on behalf of any proposer certifies, and in the case of a joint proposal each party thereto certifies as to its own organization, under penalty of perjury, that the proposer has and has implemented a written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment prevention training to all of its employees. Such policy shall, at a minimum, meet the requirements of section two hundred one-g of the labor law.

Such certification is consistent with the requirements of New York State Finance Law Section 139-L, which provides that **a proposal shall not be considered for award nor shall any award be made to a proposer who has not completed this certification**; provided, however, that if the proposer cannot make the foregoing certification, such proposer shall so state at the time of proposal submission and shall furnish with the proposal a signed statement which sets forth in detail the reasons therefor.

By signing below, this proposal shall be deemed to have been authorized by the board of directors of such proposer, and such authorization shall be deemed to include the signing and submission of such proposal and the inclusion therein of such statement as the act and deed of the corporation.

Under penalty of perjury, by signing below, I submit this proposal on behalf of the firm, and certify that the firm has and has implemented a written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment prevention training to all of its employees.

Company Name	
Authorized Signature	
Printed Name and Title	
Date	
RFP #	
RFP Name	

SECTION 05: EVALUATION AND SELECTION CRITERIA

5.1 Evaluation and Selection Criteria

Onondaga County reserves the right to award this contract in part or in whole to a qualified Vendor or Vendors.

Criteria to be evaluated by the County will include, but not be limited to, the following:

- Compliance with the RFP format requirements
- Experience
- Future Contract Costs and Risks
- Company Statistics
- Responsiveness to the items within the Scope of Work section
- References
- Price
- Presentations (upon request)
- Credibility of Vendor
- Minority and Women's Business Enterprises Compliance
- Sustainability Solutions and Practices

Award will be selected based on evaluation of which Vendor is most responsive and responsible, with primary consideration afforded to cost, experience, and ability to perform the work. Secondary consideration will be afforded to those factors identified within Section 02 and Sections 5.2 and 5.3 of the RFP, including implementation, references, quality standards, environmental initiatives, and utilization of disadvantaged workers and business owners.

Onondaga County reserves the right to reject any or all proposals, to waive any informality or technical defect in the proposals, or to award the contract in whole or in part, if deemed to be in the best interest of the County to do so.

5.2 Minority and Women's Business Enterprises Compliance

Onondaga County encourages its Vendors to make every good faith effort to promote and assist the participation of New York State Certified Minority and Women-owned Business Enterprises (MWBE) as Vendors and suppliers. MWBE and EEO (Equal Employment Opportunity) compliance and participation will be a priority in evaluating responses to this RFP.

Onondaga County requires all respondents to this RFP for professional services: (1) to be a certified MWBE prime Vendor, or (2) to subcontract services and/or purchase supplies from an MWBE partner(s) sufficient so that not less than 30% of the total value of the work and supplies purchased by the County from your company are from an MWBE partner(s), or (3) if such 30% requirement is unattainable, to submit a written explanation for why the 30% requirement is unattainable, along with a description of any attempted efforts to meet the 30% requirement. The County will consider MWBE Vendors that have applied for New York State Certification.

Onondaga County will consider on a case by case basis City of Syracuse or other MWBE certifications your company has attained.

Vendors that submit proposals in response to this RFP will be required to submit a conceptual plan identifying the services and/or supplies that will be subcontracted or purchased, respectively, from the identified MWBE partner(s).

5.3 Sustainability Solutions and Practices

It is the goal of Onondaga County to limit its carbon footprint and the environmental impact of its activities through its carbon calculator by achieving a 1% reduction each year over the next 25 years. If the Vendor participates in any sustainable practices such as, but not limited to, alternative fuels in Vendor vehicles, recyclable materials used in advertising, or sustainable features at any support facilities, please include them here for consideration. The County may consider high priority sustainability solutions of the Vendor after reviewing full and compliant responses to inquiries made in the RFP.

PART III: REQUIREMENTS UPON AWARD AND SAMPLE CONTRACT TERMS

SECTION 06: AWARD INFORMATION

6.1 Contract

The successful Vendor will enter into and sign a formal Contract with the County with reasonable adjustments acceptable to the County. This RFP and the Proposal of the successful Vendor will become a part of the Contract and will be in effect for the duration of the contract period. The Contract language will control over any language contained within this RFP or the Proposal that conflict with the signed and fully executed Contract.

6.2 Piggybacking

Onondaga County will make this contract available to all municipalities, subject to eligibility under New York State law. Vendors can provide substantially the same goods and services under the same terms and conditions detailed in the RFP, provided local law permits and the requesting municipality makes their own payment arrangements. The Vendor may not increase the price on the contract but may negotiate a reduction. Onondaga County is not responsible for determining a municipality's ability to piggyback, and that right is reserved exclusively to local counsel. Although extension of the contract to additional municipalities is optional for the Vendor, providing this service is a priority for the County.

6.3 Account Representative

The successful Vendor shall appoint, by name, a company representative who shall be responsible for servicing this account. The representative shall be responsible to provide the services required to ensure that the account would be administered in an organized and systematic manner.

6.4 Advertising Award

The successful Vendor must receive written approval from the County before advertising the award of the contract or the services to be provided under the contract. The Vendor agrees not to refer to awards in commercial advertising in such a manner as to state or imply that the firm or its services are endorsed or preferred by the County.

6.5 Beginning Work

The successful Vendor will not commence any work which could be billed until a valid contract has been executed between the Vendor and the County.

6.6 Failure to Perform

Failure of the awarded Vendor to furnish the service awarded as per their Proposal or County requirements shall eliminate the Vendor from the active Vendors list for a period of time as determined by the Purchasing Director.

Section 07: Sample Required Contract Terms

If the Vendor is awarded the Contract for this Project, the Vendor accepts that it will be required to agree to language in the Contract that will be similar or identical to the following:

7.1 Warranty

The Vendor expressly represents and warrants to the County that it has the ability and expertise to perform its responsibilities hereunder and shall use the highest standards of professional workmanship.

7.2 Defend, Indemnify, and Hold Harmless

To the fullest extent permitted by law, Vendor agrees to indemnify, defend and hold harmless County, and County's agents and employees or any of them from and against suits, claims, actions, liabilities, damages, professional fees, including attorney's fees, costs, court costs, expenses, disbursements or claims of any kind or nature, including by reason of statute or operation of law, for injury to or death of any person or damage to any property (including loss of use thereof) arising out of or in connection with the performance of the Agreement and alleged to be caused in whole or in part by (i) the culpable acts or omissions of the Vendor, its Vendors or suppliers, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, or (ii) the breakage or malfunctioning of any tools, supplies, scaffolding or other equipment used by or furnished to Vendor, its Vendors or suppliers, anyone directly or indirectly employed by them or anyone for whose acts they may be liable.

This indemnification shall apply regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. This provision shall not be construed to require the Vendor to indemnify any indemnitee for the negligence of the indemnitee to the extent such indemnitee proximately caused the damages complained of. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity which would otherwise exist.

7.3 Liability Insurance

Vendor shall obtain, from an Vendor authorized by a license in force pursuant to the insurance law of the state of New York to do an insurance business in the state of New York and having an A. M. Best Company, Inc. financial strength rating of A- or better and an A. M. Best Company, Inc. financial size category of XV, personal injury liability insurance, as personal injury liability insurance is defined by New York State's Insurance Law § 1113 (a) (13), and property damage liability insurance, as property damage liability insurance is defined by New York State's Insurance Law § 1113 (a) (14), covering and applying to legal liability of the insured for damages, and to loss, damage, or expense incident to a claim of such liability, arising out of the death or injury of any person or out of injury to the economic interests of any person as the result of negligence in the rendering expert, fiduciary, or professional service or out of the loss or destruction of or damage to property, that occurs in the performance of, or in connection with, or collateral to, this agreement.

Vendor shall obtain the personal injury liability insurance and the property damage liability insurance by insurance contract or contracts, as insurance contract is defined by New York State's Insurance Law § 1101 (a) (1), specified and described in this agreement. Each insurance contract shall name Vendor as the insured in its declarations. Each insurance contract, except a professional liability insurance contract, shall be endorsed by the Vendor to name, make, and add County as additional insured so as to obligate the Vendor to provide the personal injury liability insurance and property damage liability insurance covering and applying to the legal liability of County for damages, as to the legal liability of the insured for damages, and covering and applying to the loss, damage, or expense incident to a claim of the legal liability of County for damages, as to loss, damage, or expense incident to a claim of the legal liability of the insured for damages. Each insurance contract, except a professional liability insurance contract, shall be endorsed by the Vendor to obligate the Vendor to provide the personal injury liability insurance and property damage liability insurance to County, as primary to, and not seek contribution from, any other insurance available to County by any other insurance contract naming County as the insured. Each insurance contract shall be endorsed by the Vendor to obligate the Vendor to give County written notice of any termination or substantive change of the insurance contract, at least 30 days before the termination or substantive change, by the Vendor's delivering the notice to County's Department of Law, John H. Mulroy Civic Center, 421 Montgomery Street, Syracuse, NY 13202. Each insurance contract shall be approved and accepted by County.

Vendor shall obtain these insurance contracts:

Commercial general liability insurance contract that shall obligate the Vendor to provide personal injury liability insurance and property damage liability insurance, covering and applying to the legal liability of the insured for damages, and to the loss, damage, or expense incident to a claim of the legal liability of the insured for damages, however arising, in a minimum amount *\$1 million for each occurrence of, and in a minimum amount of \$2 million for any aggregate of occurrences of*, death or injury of any person, or injury to the economic interests of any person, or loss or destruction of, or damage to, property, in each policy period, and be in effect continuously from the day of the making of this agreement through the day which is at least three years after the day of the latest to happen of complete performance, final payment, expiration of any period of warranty, or expiration of any period for correction of work, in the performance of, or in connection with, or collateral to, this agreement.

Automobile liability insurance contract that shall obligate the Vendor to provide personal injury liability insurance and property damage liability insurance, covering and applying to the legal liability of the insured for damages, and to the loss, damage, or expense incident to a claim of the legal liability of the insured for damages, arising out of the ownership, maintenance, or use of any motor vehicle, as motor vehicle is defined by New York State's Vehicle and Traffic Law § 125, in a minimum amount of *\$1 million for each occurrence of* death or injury of any person, or injury to the economic interests of any person, or loss or destruction of, or damage to, property, in each policy period, and be in effect continuously from the day of the making of this agreement through the day which is after the day of the latest to happen of complete performance, final

payment, expiration of any period of warranty, or expiration of any period for correction of work, in the performance of, or in connection with, or collateral to, this agreement.

Umbrella liability insurance contract that obligates the Vendor to provide personal injury liability insurance and property damage liability insurance, in excess of that personal injury liability insurance and property damage liability insurance provided by any commercial general liability insurance contract, automobile liability insurance contract, and professional liability insurance contract required by this agreement, in a minimum amount of *\$1 million for each occurrence of* death or injury of any person, or injury to the economic interests of any person, or loss or destruction of, or damage to, property, in each policy period, and be in effect continuously from the day of the making of this agreement through the day which is at least three years after the day of the latest to happen of complete performance, final payment, expiration of any period of warranty, or expiration of any period for correction of work, in the performance of, or in connection with, or collateral to, this agreement.

Professional liability insurance contract that shall obligate the Vendor to provide personal injury liability insurance and property damage liability insurance covering and applying to the legal liability of the insured for damages, and to the loss, damage, or expense incident to a claim of the legal liability of the insured for damages, arising out of the insured's business, trade, occupation, or practice of a profession for which a license is required by a governmental authority of the state of New York, in a minimum amount of *\$2 million for each occurrence of, and in a minimum amount of \$4 million for any aggregate of occurrences of,* death or injury of any person, or injury to the economic interests of any person, or loss or destruction of, or damage to, property death or injury of any person, or injury to the economic interests of any person, or loss or destruction of, or damage to, property, in each policy period, and be in effect continuously from the day of the making of this agreement through the day which is at least three years after the day of the latest to happen of complete performance, final payment, expiration of any period of warranty, or expiration of any period for correction of work, in the performance of, or in connection with, or collateral to, this agreement.

Onondaga County reserves the right to amend, lower, or require additional insurance or endorsements, types of coverage, and higher or lower limits of coverage depending on the nature of the work proposed under this Request for Proposal.

Vendor shall deliver to County's Department of Law, before this agreement may be made or performed, and from time to time as is reasonable, as evidence that Vendor has obtained the insurance as required by this agreement, both a form certificate of insurance approved for use by New York's superintendent of insurance which identifies the insurance contracts obtained by Vendor and copies of the declarations of each insurance contract referred to in the form certificate of insurance. At the request of County, Vendor shall deliver to County's Department of Law a copy of any insurance contract required by this agreement.

7.4 Workers' Compensation and Disability Benefits

This agreement shall be void and of no effect unless Vendor and other person or entity making or performing this agreement shall secure compensation for the benefit of, and keep insured during the life of this agreement, the employees engaged thereon, in compliance with the provisions of the New York State workers' compensation law.

Vendor shall show, before this agreement may be made or performed, and at all times during the life of this agreement, that Vendor, and other person or entity performing this agreement, is in compliance with the provisions of the New York State workers' compensation law, by Vendor's delivering to County's Department of Law that New York State Workers' Compensation Board (Board) form or State Insurance Fund (Fund) form described in one of the following subparagraphs numbered 1, 2, 3, or 4, and that Board form described in one of the following subparagraphs numbered 5, 6, or 7:

1. Board form C-105.2 (Fund form U-26.3, if the Vendor is the State Insurance Fund), subscribed by the Vendor, showing that Vendor, and other person or entity making or performing this agreement, has secured compensation, as workers' compensation insurance, for the benefit of all employees, in compliance with the provisions of the New York State workers' compensation law.

2. Board form SI-12, completed by Board's self-insurance office and approved by Board's secretary, showing that Vendor, and other person or entity making or performing this agreement, has secured compensation, as Board approved workers' compensation self-insurance, for the benefit of all employees, in compliance with the provisions of the New York State workers' compensation law.

3. Board form GSI-105.2, completed by the group self-insurance administrator, showing that Vendor, and other person or entity making or performing this agreement, has secured compensation, by being a participant in a workers' compensation group self-insurance plan, for the benefit of all employees, in compliance with the provisions of the New York State workers' compensation law.

4. Board form CE-200 bearing an exemption certificate number issued by Board, showing that Vendor, and other person or entity making or performing this agreement, or the Work is not required to secure compensation for the benefit of all employees, in compliance with the provisions of the New York State workers' compensation law.

5. Board form DB-120.1, subscribed by the Vendor, showing that Vendor, and other person or entity making or performing this agreement has secured the payment of disability benefits, as disability benefits insurance, for the benefit of all employees, in compliance with the provisions of the New York State workers' compensation law.

6. Board form DB-155, completed by Board's self-insurance office and approved by Board, showing that Vendor, and other person or entity making or performing this agreement, has

secured disability benefits, as Board approved disability benefits self-insurance, for the benefit of all employees, in compliance with the provisions of the New York State workers' compensation law.

7. Board form CE-200 bearing an exemption certificate number issued by Board, showing that Vendor, and other person or entity making or performing this agreement is not required to secure disability benefits for the benefit of all employees, in compliance with the provisions of the New York State workers' compensation law.

7.5 Assignment

Vendor is prohibited from assigning, transferring, conveying, subletting, or otherwise disposing of this agreement, or Vendor's right, title, or interest in this agreement, or Vendor's power to execute this agreement, to any other person or entity without the previous consent in writing of County.

7.6 Independent Vendor

Vendor is an independent Vendor. Neither Vendor, nor Vendor's officers, employees, agents, or servants shall hold themselves out as, or claim to be, officers, employees, agents, or servants of County.

7.7 Conflict of Interest

At the time Vendor submits a response, or if no response is submitted, prior to performing any services under this agreement, Vendor shall deliver to County's Department of Law, the attached affidavit certifying that Vendor has no interest and will not acquire any interest, direct or indirect, that would conflict in any manner or degree with the performance of services to County. The affidavit shall further state that in rendering services to County no persons having any such interest shall be employed by Vendor. Vendor assumes full responsibility for knowing whether Vendor's officers, employees, agents, or servants have any such interest and for certifying the absence of such conflict to County.

During the course of performing services for County, Vendor shall disclose immediately to County, by affidavit, every known or apparent conflict of interest and every ostensible or potential conflict of interest of Vendor, Vendor's officers, Vendor's employees, Vendor's agents, and Vendor's servants. The duty to disclose is a continuing duty. Such disclosure is a material obligation of this agreement and Vendor's failure to comply with these provisions affords County the right to pursue any and all remedies for breach of agreement. In the event of an apparent or actual conflict of interest during the course of performance, Vendor shall suspend all work and services, and County's payments to Vendor shall be suspended pending final approval by County or County's Board of Ethics. If the conflict cannot be resolved to the satisfaction of County, County may terminate the agreement by written notice. Nothing herein shall be construed as limiting or waiving County's right to pursue damages or other remedies.

A conflict of interest includes any circumstance which might influence or appear to influence the judgment of Vendor, and Vendor shall disclose the same. Vendor shall disclose further the

acceptance of compensation, monetary or otherwise, from more than one (1) payor or party for services on the same project or related project. Vendor shall disclose further the direct or indirect solicitation or acceptance of financial or other consideration from parties other than County for work on the project to which this agreement pertains. If applicable, Vendor shall disclose further the direct or indirect acquisition of any interest in the real estate which is the subject of the project, or in the immediate vicinity thereof. A conflict of interest of Vendor's officers, Vendor's employees, Vendor's agents, or Vendor's servants shall be deemed a conflict of interest of Vendor, giving rise to the duty to disclose.

Vendor shall not disclose any data, facts or information concerning services performed for County or obtained while performing such services, except as authorized by County in writing or as may be required by law.

7.8 Licenses and Permits

Vendor shall obtain at Vendor's own expense all licenses or permits required for Vendor's services or work under this agreement, prior to the commencement of Vendor's services or work.

7.9 Appropriations

Onondaga County warrants that the funds are available during the current fiscal period, and that the County shall use reasonable efforts to obtain funds to make payments in each subsequent fiscal period through the end of the contract term. If a funding request to the Legislative body for any part of the contract term is denied, the County may terminate the contract on the last day of the fiscal period for which funds have been appropriated. This agreement is executory only to the extent of the monies appropriated and available for the purpose of this agreement and no liability on account thereof shall be incurred by County beyond monies appropriated and available for the purpose thereof.

7.10 Agreement Modifications

This agreement represents the entire and integrated agreement between County and Vendor and supersedes all prior negotiations, representations or agreements either written or oral. This agreement may be amended only by a writing signed by County and Vendor.

7.11 Severability

If any term or provision of this agreement shall be held invalid or unenforceable, the remainder of this agreement shall not be affected thereby and every other term and provision of this agreement shall be valid and enforced to the fullest extent permitted by law.

7.12 Clauses Required By Law

Each and every provision of law and clause required by law to be part of this agreement shall be deemed to be part of this agreement and to have been inserted in this agreement, and shall have the full force and effect of law.

7.13 Governing Law

This agreement shall be governed by and construed in accordance with the laws of the State of New York, without giving effect to otherwise applicable principles of conflicts of law. For legal disputes, venue shall be a court of competent jurisdiction in Onondaga County or the Northern District of New York, and Vendor consents to such jurisdiction. County does not agree to arbitration.

7.14 Suspension and Debarment

Vendor certifies that, except as noted, Vendor and any person associated with Vendor in the capacity of owner, partner, director, officer, or major stockholder is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency, and has not been suspended, debarred, voluntarily excluded or determined ineligible by any government agency within the past three years.

7.15 Non-Discrimination

The Vendor also agrees to not discriminate against any person who performs work hereunder because of age, race, color, sex, creed, sexual orientation, national origin, or disability. The successful Vendor shall comply with the Americans with Disabilities Act.

7.16 Audit

The County or any of their duly authorized representatives shall have access to any books, documents, papers, and records of Vendor which are directly pertinent to the Contract for the purpose of making audit, examination, excerpts, and transactions.

7.17 Ownership of Documents/Work Product

It is agreed that all finished or unfinished documents, data, or reports, prepared by Vendor under the Contract shall be considered the property of the County, and upon completion of the services to be performed, or upon termination of the Contract for cause, or for the convenience of the County, will be turned over to the County.

7.18 Replacement Contract

In the event a replacement contract is not issued, any contract let and awarded hereto under by the County may be extended unilaterally by the County, for an additional period of one month, upon notice to the Vendor, with the same terms and conditions as the original contract. With the concurrence of the Vendor this extension may be for a period of up to three months, however the extension terminates should the replacement contract be issued in the interim. The County reserves the right to unilaterally extend such contract for an additional period of one month, upon notice to the Vendor, with the same terms and conditions as the original contract. With the concurrence of the Vendor this extension may be for a period of up to three months.



**Onondaga County
Executive Department
Division of Purchase**

J. RYAN MCMAHON, II
County Executive

*John H. Mulroy Civic Center, 13th Floor
421 Montgomery Street
Syracuse, NY 13202
www.ongov.net
Phone (315) 435-3458*

DANIEL HAMMER
Director

June 28, 2024

Addendum #1

Subject: Onondaga County Department of Planning RFP #24-3510-001 – Regional Market Revitalization.

Question #1: The RFP references "existing engineering assessments" on page 8, under Physical Campus Assessment. Are those assessments available for review?

We are seeking to determine whether the consulting team should include a structural and/or civil engineer to review the Market's facilities or whether we can rely on information provided to us (along with input we gather from facility users and Market management).

County Response: Please see the attached Infrastructure Revitalization Project Proposal, dated August 2023. A detailed engineering-level building conditions assessment was also prepared in January 2024 for a recently purchased warehouse building located at 513 Hiawatha Boulevard, which will be shared upon project award. Inclusion of a civil or structural engineer is encouraged, to assess, refine and revise general estimates of work necessary to stabilize existing buildings and infrastructures and any proposed new capital projects.

All proposals must be received by the Division of Purchase in accordance with the delivery instructions outlined in the RFP and this addendum. Late proposals will not be accepted.

Sincerely,

DocuSigned by:
A handwritten signature in blue ink that reads "Daniel Hammer".
57E9E966235047B...

Daniel Hammer,
Purchasing Director



CNY REGIONAL MARKET AUTHORITY

INFRASTRUCTURE REVITALIZATION PROJECT PROPOSAL

Goal:

To repair and improve the failing infrastructure at the Central New York Regional Market Authority (Authority), in order to strengthen this critical link in the local food system. This revitalization project will promote the growth and new development of agriculture and commerce in Central New York, and improve access to healthy, affordable, and culturally appropriate food in the vast food deserts and to schools serving some of our nation's most food insecure youth -- just miles outside the gates of one of the largest food distribution hubs in New York.



Our Mission:

“The mission of the Authority is to provide facilities, programs and services to promote opportunities for Agriculture and commerce in Central New York.”

Vendor Testimony:

“Selling here has helped my business jump 1,000% in growth along with other factors in the year of 2021. We have been able to connect and create personal relationships with our customers that we normally would not have been able to create on a weekly basis... This market is one of a kind and I hope it continues to flourish .”

-  315-422-8647
-  2100 Park St. Syracuse, NY 13208
-  cnyregionalmarket.com
-  amandavitale.cnyrma@gmail.com





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Background:

New York State established the Central New York Regional Market Authority (Authority) in 1935 through our enabling statute, with the purpose of serving the counties of: Cayuga, Cortland, Madison, Oneida, Onondaga, Oswego, and the portion of Wayne County that lies east of the pre-emotion line. Groundbreaking for the construction of our market took place in 1936 as a PWA project under Roosevelt's New Deal. Our gates opened on April 1, 1938 and we have been providing opportunities for agriculture and commerce for the community we serve ever since.

As the Authority operated over the years, the facility had fallen into disrepair by the late 80s and the early 90s. At this time, the Authority was lucky to receive \$8.4 million from the State of New York, in conjunction with the new construction of the transportation center and baseball stadium for a large-scale restoration project. This was pivotal for operations, as a majority of the facility was restored to its former glory. However, due to inflation between the time the money was granted to the Authority and the time the project began, there was not enough money to complete the entire project. This left a large amount of paving, underground infrastructure, and more untouched. Moreover, as the facility was restored, this presented (and still presents to this day) several challenges in regards to operating modern agricultural businesses and distribution -- with all of the standards and regulations -- in facilities that were built for the standard and scale of practice in the 1930s.

At this time, we are now more than 20 years removed from this project. Not only are we left with portions of infrastructure that date back to the 1930's, but we still have tenants operating out of spaces that are not fully equipped for modern day compliance with the cold chain, FSMA, and more. Additionally, much of our infrastructure is now experiencing large-scale failure. We have underground infrastructure that is collapsing -- leading to potholes and drainage issues, the facade on portions of our Administration Building has deteriorated and fallen off the building -- exposing deteriorated and expanded steel underneath -- we have experienced power failure to one of our commission houses -- leaving three distributors without power and running their refrigeration trucks as coolers for several days. A New York State Fire Inspector considered shutting down our entire wholesale market -- due to concerns of structural integrity of the space. This is just to name a few of the recent challenges that have arisen unexpectedly, and have limited the ability of the Authority to serve its tenants, community, and mission.



In the heat of the COVID-19 pandemic, the Authority sprung into action in every way possible to assist the community through the unprecedented circumstances that we all faced. The Authority had taken a large hit, losing hundreds of thousands of dollars through having to shut down our weekly flea market and losing tenants and vendors who could no longer sustain operations with the restrictions brought on by the pandemic. Outside of reimagining and carrying on our basic operations throughout the pandemic, the Authority also found other ways to give back to its community. Throughout the winters of 2020 and 2021, the Authority— at its own expense — provided use and free heating of our F-Shed for use as a free COVID-19 testing site for the community. The winter of 2020 was run in coordination with Onondaga County, and the winter of 2021 was run in coordination with the State of New York. This took a toll on our building and heaters, which were not designed to continuously operate through the winter months. In addition to the use of our facility as a community testing site, we also coordinated with the New York State Department of Agriculture and Markets to store and distribute hand sanitizer for other local markets and food pantries. *Unfortunately, though we did everything that we could to give back to our community in this especially challenging time, we remained ineligible for most pandemic relief.*

For more than twenty (20) years, the Authority has sustained operations and responded to the ever-changing needs of the community by relying exclusively on the revenue generated from the rental of space. At this time, however, the Authority requires outside funding to effectively reinvest in our region's food system in the modern era, realize new opportunities, and revitalize the Authority's infrastructure to meet today's needs.

Implementation of this project will not only increase the quality of facilities and services that we can provide our vendors, tenants, and community, but it will be pivotal for our growth into the future. This project has the potential to create upwards of 150-175 new jobs for our community, and to increase our annual revenue by 50% or more. With this, the Authority could exponentially increase the programming, resources, and services we provide to our community — all while keeping rates low to incubate and grow agriculture and commerce here in Central New York.



Vendor Testimony:

“CNYRMA is essential for young businesses. It’s an affordable opportunity for small businesses to build a foundation of customers and grow their name.”

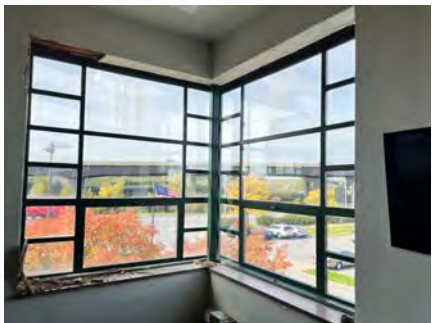
The Project:

Project Total Cost: \$90,582,805.00

**Work completed or committed to as of: 8/1/23 noted in red*

A. Administration Building

- Full Restoration of brickwork and underlying steel structure - **Partially Done**
- **Replacement of roof and removal of skylights on the Regional Market Commons**
- Repair of under-slab waste removal line in the Regional Market Commons
- Addition of a certified community kitchen in the south end of the Regional Market Commons
- Separate out additional tenant space adjacent to the community kitchen
- Complete repairs to interior damages caused by water intrusion through damaged brickwork
- Renovate and update office spaces
- Repair and/or replace deteriorated metal window and door frames
- Complete sidewalk and entryway revisions and repairs to increase ADA accessibility
- Remove inoperable scale and fill to create additional parking
- Re-work existing traffic flow around this area to create safer pedestrian zones, increased parking, and increased green space
- Update piping for boiler system
- Update all lighting to LED fixtures
- Update administration bathrooms
- Add accessible dedicated bathrooms in Regional Market Commons



Estimated Cost: \$4,100,000.00

Welcome Center

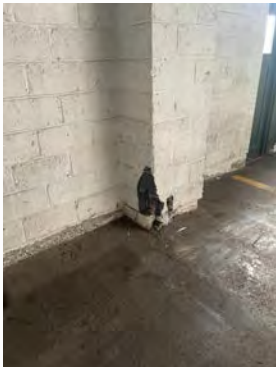
- Restoration of brickwork, concrete work, and underlying steel structure
- Repair and/or replace deteriorated metal window and door frames
- Update and upgrade outdated electrical
- Replace and update the sewage transfer system
- Update exterior lighting
- Replace roof



Estimated Cost: \$1,100,000.00

A-Shed

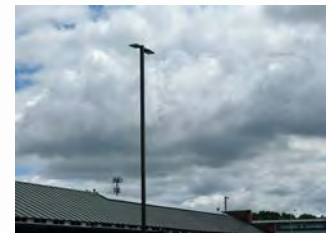
- Restoration of brickwork and concrete work
- Repair and/or replace deteriorated metal window and door frames
- Update solar panels, battery bank, and inverter system
- Update overhead doors
- Update heaters and fans



Estimated Cost: \$2,500,000.00

B-Line

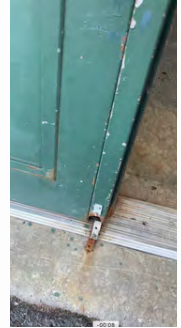
- Replace light posts and fixtures with LED



Estimated Cost: \$7,805.00

C-Shed

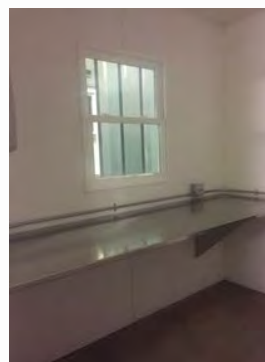
- Restoration of brickwork and concrete work
- Repair and/or replace deteriorated metal door frames
- Update solar panels and add a mezzanine, battery bank, and inverter system
- Update heaters and fans
- **Install fire protection system**
- Remove inoperable fire hydrant
- Update LED lighting



Estimated Cost: \$1,200,000.00

D-Shed

- Update remaining two food sheds to new storage container style sheds
- Clean and restore steel structure



Estimated Cost: \$450,000.00

E-Shed

- Repair ground connection for portions of the steel structure
- Redesign and update bathrooms
- Update overhead doors
- Update heaters and fans
- Repair and restore steel structure



Estimated Cost: \$1,500,000.00

F-Shed

- Re-work sprinkler system
- Replace roof panels damaged by sprinkler system
- Repair or replace heaters damaged through overuse during COVID testing
- Remove or cover access venting in the building that leads to heat loss



Estimated Cost: \$700,000.00

Guard Shack

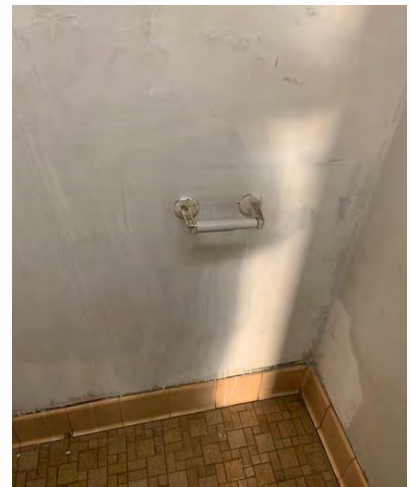
- Demolish existing structure
- Improve security camera system for full facility surveillance
- Re-locate security desk and office to the atrium of the Regional Market Commons (Administration Building)



Estimated Cost: \$175,000.00

Retail Unit B

- Replace HVAC system
- Update bathrooms
- Replace water meter



Estimated Cost: \$150,000.00

Overall Facility/ Farmers Market Drive:

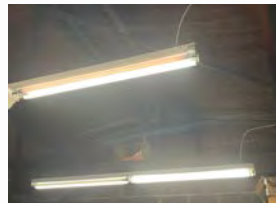
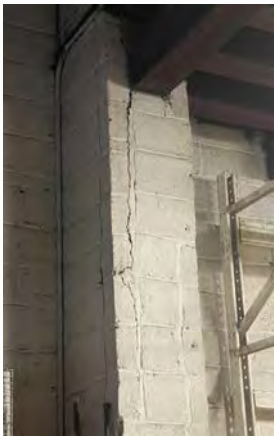
- Re-stripe parking, stalls, crosswalks, etc.
- Repair underground infrastructure and catch basin failure that is leading to sinking and heaving in the pavement and sidewalks
- Repair cracking asphalt and uneven sidewalks
- Replace missing lighting, and update existing lighting to LED
- Repair any damaged portions of fencing and gates
- Pavement repair to drip edge around buildings
- Repair catch basins in the retail area that are causing the largest trip hazard
- Repair heaving asphalt around the F-Shed
- Install electric vehicle charging stations
- Upgrades to dated gas and electric connections and meters
- Update facility to utilize key fob system for improved safety and security



Estimated Cost: \$3,000,000.00

Commission Houses:

- Restoration of brickwork and underlying steel structure
- Repair upper window and roof deterioration
- Repair interior surface damage caused by building settling
- Update all lighting to LED - All front dock lights updated to LED
- Update electrical run to each of the buildings - Electrical service updated to Commission House 3
- Repair paving and drainage surrounding and behind the buildings
- Re-locate wholesale tenants into new updated warehouse facility
- Gut and restore the inside of all three Commission Houses
- Make repairs and improvements to dock areas
- Add ramps and railings, creating ADA compliant outdoor seating areas on the front docks
- Prepare Commission House 1 and 2 in a condition suitable for food hall style tenant, brewery, or distillery use
- Create event venue space in all or a portion of Commission House 3
- Update HVAC for heating and cooling of units



Estimated Cost: \$35,000,000.00

Old Foundation Behind Birchmire Building - New Wholesale Distribution Warehouse Site:

- Remove remaining foundation
- Excavate and lay foundational work
- Construct new warehouse facility with updated cooler space, and loading docks offering features suitable for cold chain and FSMA compliance
- Develop surrounding property with paving rated for large truck traffic and parking
- Move all existing wholesalers into this updated warehouse space.
- Repair and pave stone driveway leading to Hiawatha Blvd.



Estimated Cost: \$28,000,000.00

Storage Facility:

- Excavate property adjacent to existing storage facility
- Construct additional facility to mirror the existing one



Estimated Cost: \$3,000,000.00

Tractor Barn - New Maintenance Shop:

- Gut and restore the existing structure
- Add an addition onto the structure to create an indoor shop space of 80' x 120' with 14' overhead doors to accommodate equipment
- Run water, electric, and sewer to the site
- Install heating in the facility
- Equip the new structure with a bathroom (including a shower), washer and drier hookup, small locker room space, small office space, small break room space
- Add large fenced in storage area connected to the building



Estimated Cost: \$3,000,000.00

Halal:

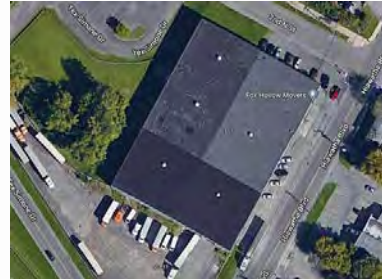
- Complete paving around the building
- Add bollard in front of meter for protection



Estimated Cost: \$200,000.00

Hiawatha Blvd. Warehouse:

- Roof repair
- Repairs and upgrade to exterior of the building - to include gutter repair, adding insulated paneling, and a "Regional Market Green" exterior
- Addition of dock doors and levelers along the south end of the building
- Repairs to the interior of the building to include leveling floors, replacing interior windows and doors, replacing carpeting, replacing ceiling tiles, drywall repair, and repairs to other damages caused by breaking and entering vandalism on 7/6/23.



Estimated Cost: \$ 6,500,000.00

Swing Lot - Possible Future Project

- Explore options for development of this area. Possible options for development include:
 - addition to expand current warehouse facility
 - paving and striping for more developed parking
 - addition of parking garage for additional parking
 - Development of raised solar with parking underneath



- The addition of a parking garage in this area, would not only increase accessible parking for customers and vendors utilizing the market, but also increase opportunities for access to parking for those utilizing the baseball stadium, transportation center, public transportation, and more.

Administration Building

- Full restoration of brickwork and underlying steel structure on the portion of the Regional Market Commons south of the expansion joint
 - **Total Project: \$535,826.00** (work completed 2/4/23)
- Replacement of roof and removal of skylights on the Regional Market Commons
 - **Estimated Expense: \$650,000.00** (project scheduled for bid)
- Restoration of brickwork and underlying steel structure on a south facing portion of the upper elevation of the Administration Building
 - **Estimated Expense \$100,000.00** (project scheduled to begin 11/23)

B-Line

- Replace light posts and fixtures with LED
- Replacement of 3 Light Posts and LED fixtures in B-Line
 - **Estimated Expense: \$7,805.00** (project completed 8/16/23)

C- Shed

- Install C-Shed Fire Protection System
 - **Estimated Expense: \$7,448.00** (project began: 7/23)

Retail Unit B

- Full restoration - Possible tenant investment (under negotiation)
 - **Minimum Investment: \$150,000.00**

Overall Facility

- Catch basin repair, drip edge repair, and asphalt repair on the Retail Market
 - **Total Project: \$217,602.00** (work completed 6/9/23)
- Fence and gate repair surrounding facility
 - **Estimated Expense: \$10,790.00** (project scheduled to begin 8/23)

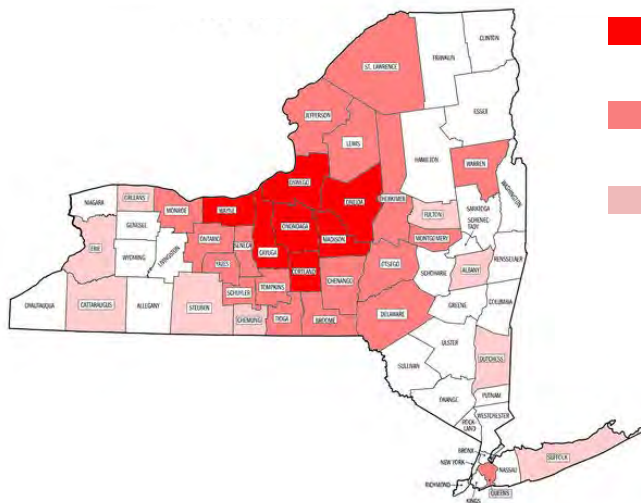
Commission Houses

- Update all Commission House dock lights to LED
 - **Total Project: \$10,137.00** (project completed: 7/12/23)
- Replace and upgrade electrical service to Commission House 3
 - **Total Project: \$11,335.00** (project completed: 11/16/22)

Current Authority Commitment: \$ 1,700,943.00

Retail Market Analysis :

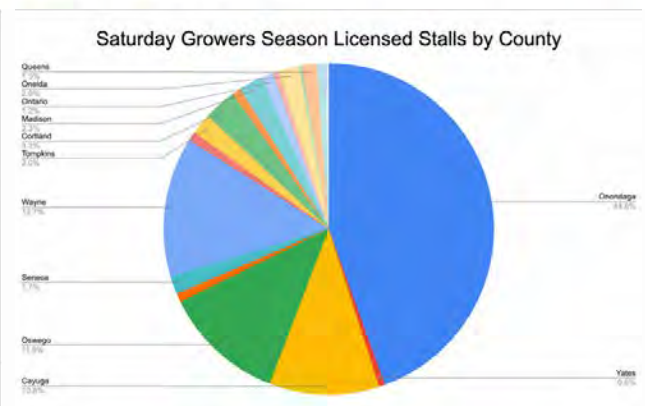
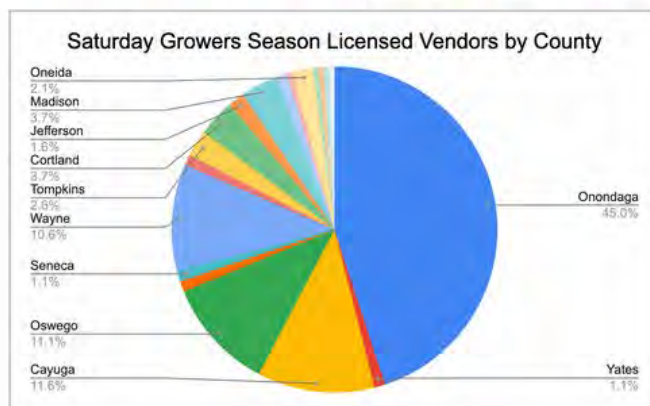
- Created to serve the seven (7) counties of: Cayuga, Cortland, Madison, Oneida, Onondaga, Oswego, and Wayne, our market now serves vendors from more than thirty (30) counties within New York State, and draws vendors from Pennsylvania, New Jersey, Ohio, Florida, and occasionally Canada.



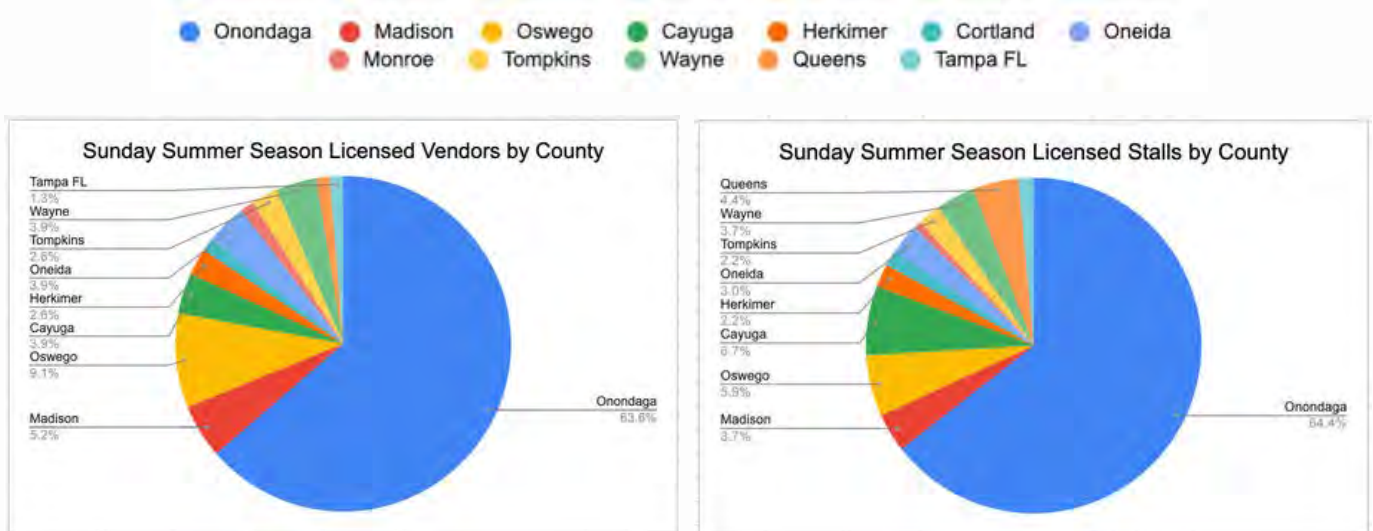
Growers Season License Holder Analysis - Saturday Farmers Market :

- The following charts represent licensed vendors and licensed stalls in the 2022 Growers Season, that runs May through October on our Saturday Farmers Market. License holders represented on this chart also receive free use of the same number of stalls on our Thursday Farmers Market and Sunday Flea Market in the months of May through October. These charts represent 189 licensed vendors and 344 stalls that are under license. This does not represent the daily vendors in this season, who make up the remaining light pink areas on the above map and up to a quarter of our vendors each farmers market day.

■ Onondaga ■ Yates ■ Cayuga ■ Oswego ■ Lewis ■ Seneca ■ Wayne ■ Monroe ■ Tompkins ■ Cortland ■ Jefferson ■ Madison ■ Ontario
■ Chenango ■ Oneida ■ Herkimer ■ Queens ■ Montgomery ■ Warren

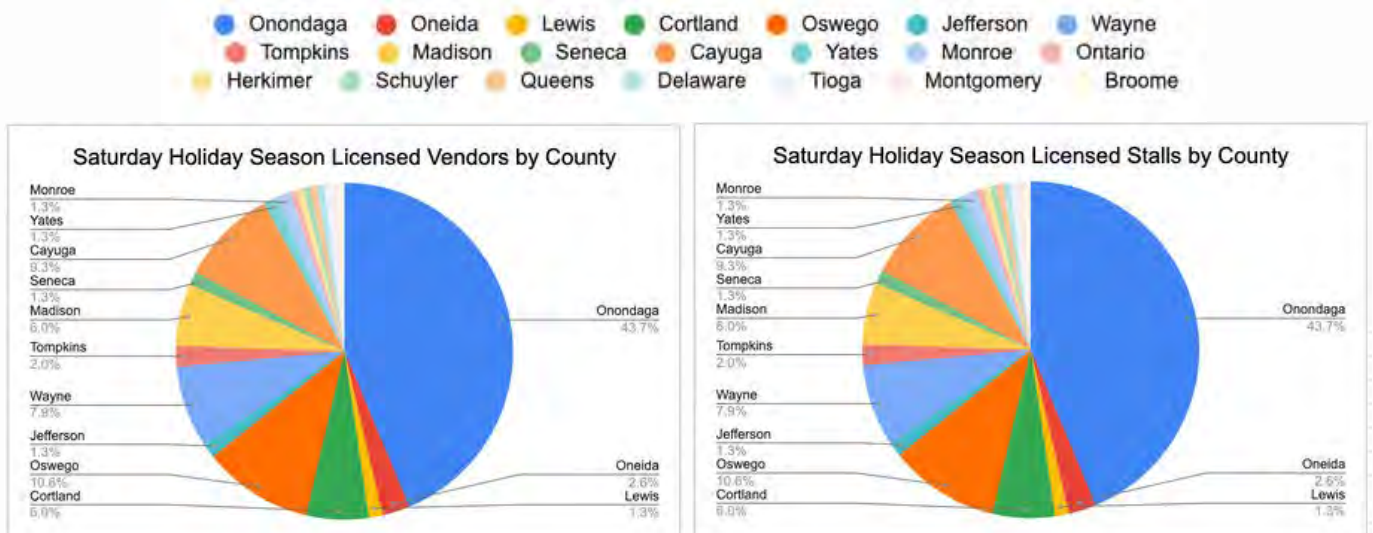


- The following charts represent licensed vendors and licensed stalls in the 2022 Summer Season, that runs May through October on our Sunday Flea Market. These charts represent 28 licensed vendors and 135 stalls that are under license. This does not represent the daily vendors in this season, who make up the remaining light pink areas on the above map and up between a quarter and half of our vendors each flea market day.

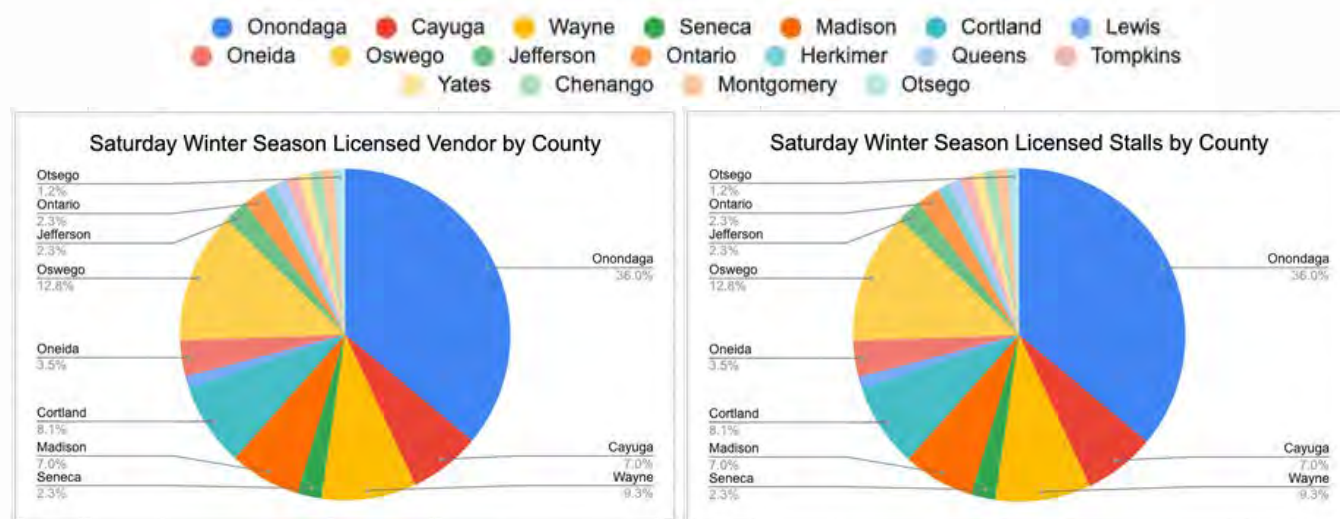


Holiday Season License Holder Analysis - Saturday Farmers Market:

- The following charts represent licensed vendors and licensed stalls in the 2021 Holiday Season, that runs November through December on our Saturday Farmers Market. These charts represent 151 licensed vendors and 233 stalls that are under license. This does not represent the daily vendors in this season, who make up the remaining light pink areas on the above map and up to a quarter of our vendors each farmers market day.

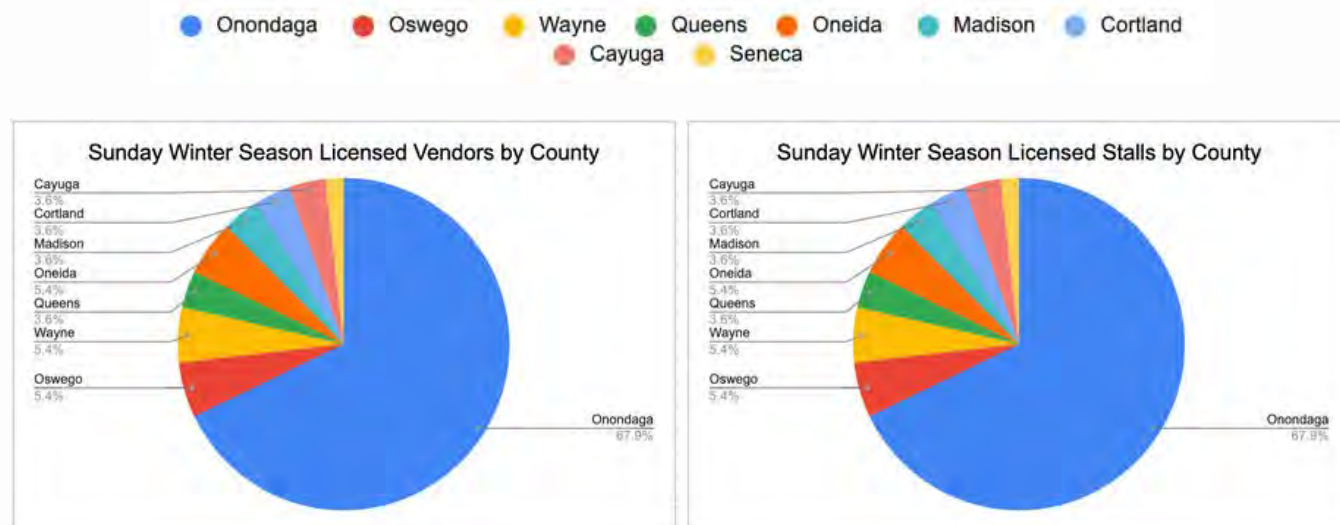


- The following charts represent licensed vendors and licensed stalls in the 2022 Winter Season, that runs from January through April on our Saturday Farmers Market. These charts represent 86 licensed vendors and 142 stalls that are under license. This does not represent the daily vendors in this season, who make up the remaining light pink areas on the above map and up to a quarter our vendors each farmers market day.



Winter Season License Holder Analysis - Sunday Flea Market:

- The following charts represent licensed vendors and licensed stalls in the 2021-22 Winter Season, that runs from November through April on our Sunday Flea Market. These charts represent 56 licensed vendors and 87 stalls that are under license. This does not represent the daily vendors in this season, who make up the remaining light pink areas on the above map and up between a quarter and half our vendors each flea market day.



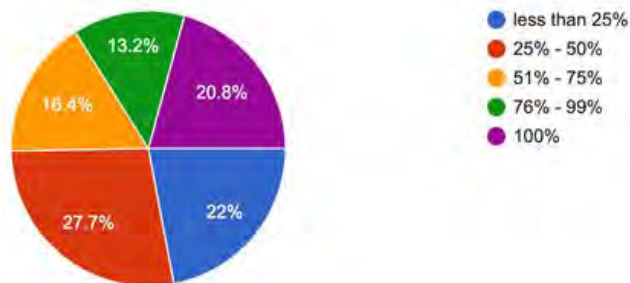
**This reach analysis reflects only our retail market, and does not include the reach of our wholesale and commercial tenants. These tenants serve a large customer base that includes: schools, restaurants, grocery stores, farm stands, and more across Central New York and beyond. In addition to their reach through sales, our wholesale and retail tenants also have a huge role in resale distribution for hundreds of local agriculture based businesses in the Central New York area. Some examples include: Hudson Egg Farm, Fowler Farms, and Intergrow Greenhouses Inc., who are all large Central New York based agricultural businesses whose products are funneled indirectly through our market*

Retail Market Vendor Impact Analysis:

- The following charts represent data collected in a 2022 survey of 159 vendors who chose to participate.
- As depicted in the following two charts, the Authority serves a great mix of both new businesses in the process of development and growth, and mature businesses that have stood the test of time on our market. However, regardless of how long the vendors have utilized our market, more than 75% of our vendors rely on their use of our market for more than 25% of their business's income and roughly half our our vendors rely on their use of our market for more than 50% of their business's overall income.

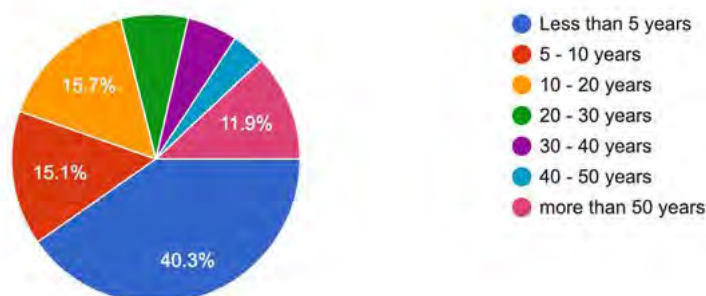
What percentage of your business's income is derived from activities related to the CNYRMA?

159 responses



How long have you or your family been selling at the CNY Regional Market?

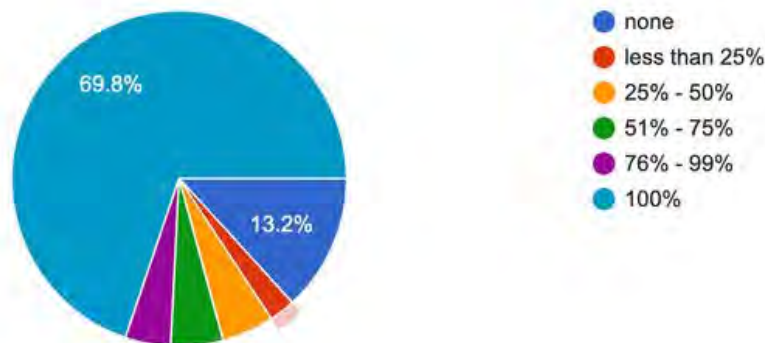
159 responses



- An area where our market differs from many in the state of New York, is that our vendors are only eligible to vend under our "farmer" category if 100% of the product they sell on our market is grown or produced by themselves in New York State. Results of this survey have shown that this has lead to a large majority of the product sold on our market being grown or produced here locally, directly impacting agriculture and commerce here in Central New York.

What percentage of the products do you sell at the CNYRMA are grown or produced locally in Central New York?

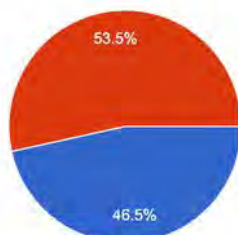
159 responses



- Outside of the local and fresh product flowing through our gates, another strength of our Market has always been diversity. We celebrate diversity across our vendors, customers, and tenants. This has lead to many businesses on our market that focus on, not only culturally diverse product, but also culturally appropriate product directed at the cultures that are prevalent in the customer base that they serve. This enhances our contribution to the local food system.
- Based on the aforementioned survey results, this is not the only way our market provides opportunities for diversity, and breaks historic trends. At the time of this survey, just under half of the participating group, 46.5% of all businesses are woman owned, as expressed by the first graph below. The second graph below is representative of minority owned businesses. Though this area shows room for improvement, we are noticing an upward trend. Additionally, projects such as the installation of a community kitchen, that are outlined in this revitalization project will provide opportunities for growth in this area.

Is your business woman owned?

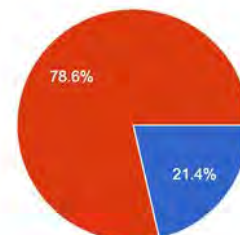
159 responses



Is your business minority owned?

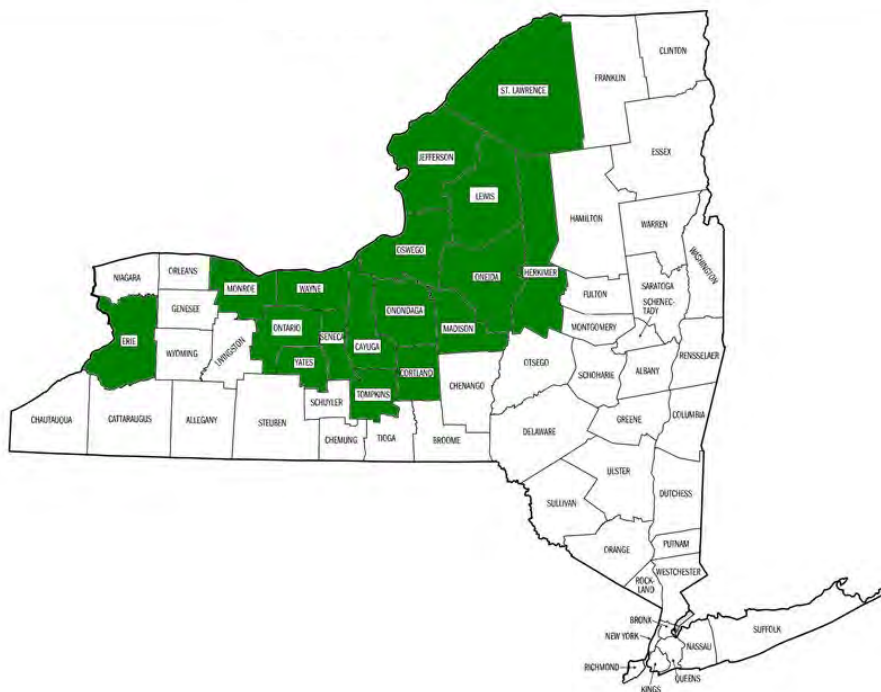
159 responses

Yes
No



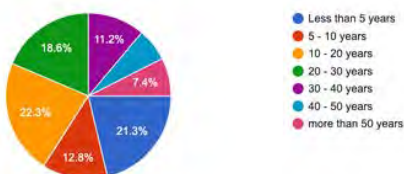
Yes
No

- Car counts have shown upwards of 20,000+ visitors utilizing the Market on a Saturday in peak season. Yearly customer estimates are roughly one million visitors per year.
- In the early 1990's, more than \$400,000.00 worth of trade per day was reported. Trade value per day is currently estimated at between \$800,000.00 and \$1,000,000.00 per day in peak season on the retail market.
- Based on a survey completed, reaching 262 customers shopping on the farmers market, they were visiting from locations spanning across 17 counties in New York. The map below outlines the counties named in the survey. However, being that the sample size of survey participants was very small in comparison to the Market's customer base, there are several other counties that are likely represented in visitors on the market each weekend.

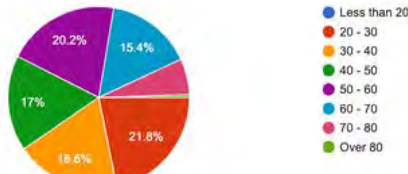


- Using the data collected in the aforementioned survey, the following graphs represent the age, shopping history, and shopping patterns of the survey participants.

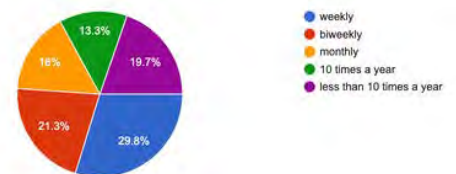
How long have you shopped at the CNYRMA?



Age Distribution of CNYRMA Customers



How often do you shop at the CNYRMA?



Our Impact on Food Security:

Increased Food Access through SNAP and Fresh Connect:

- In order to enable our vendors to offer their healthful and budget friendly food to the low income community that we serve, the Authority operates a token program. Our staff manages the sale and redemption of tokens that customers can purchase with their SNAP benefits or even their debit or credit card. The Authority offers this service free of charge to our vendors and customers. What sets our program apart from most token programs across our state, is that we have invested in metal tokens that can be counted and distributed using coin counters. This allows not only for top notch accuracy and accountability, but allows us to operate one of the largest token distribution programs amongst markets across the state of New York. Additionally, the Authority participates in the FreshConnect Coupon program in coordination with the Farmers Market Federation of New York and New York State Department of Agriculture and Markets. This gives our customers using their SNAP benefits an additional \$2.00 to spend on the market for every \$5.00 they withdraw. The following chart shows distribution totals over the past five (5) years at the CNY Regional Market Authority, and reflects the impact of the program through the quantity of healthful food this program allows our vendors to provide to the low income communities that we serve. (This is not taking into consideration sales via Sr. Nutrition and WIC coupons, or gleaning that our vendors participate in independently to bring fresh and healthful food into food pantries and soup kitchens.)

CNYRMA Token Sales 2018-2023

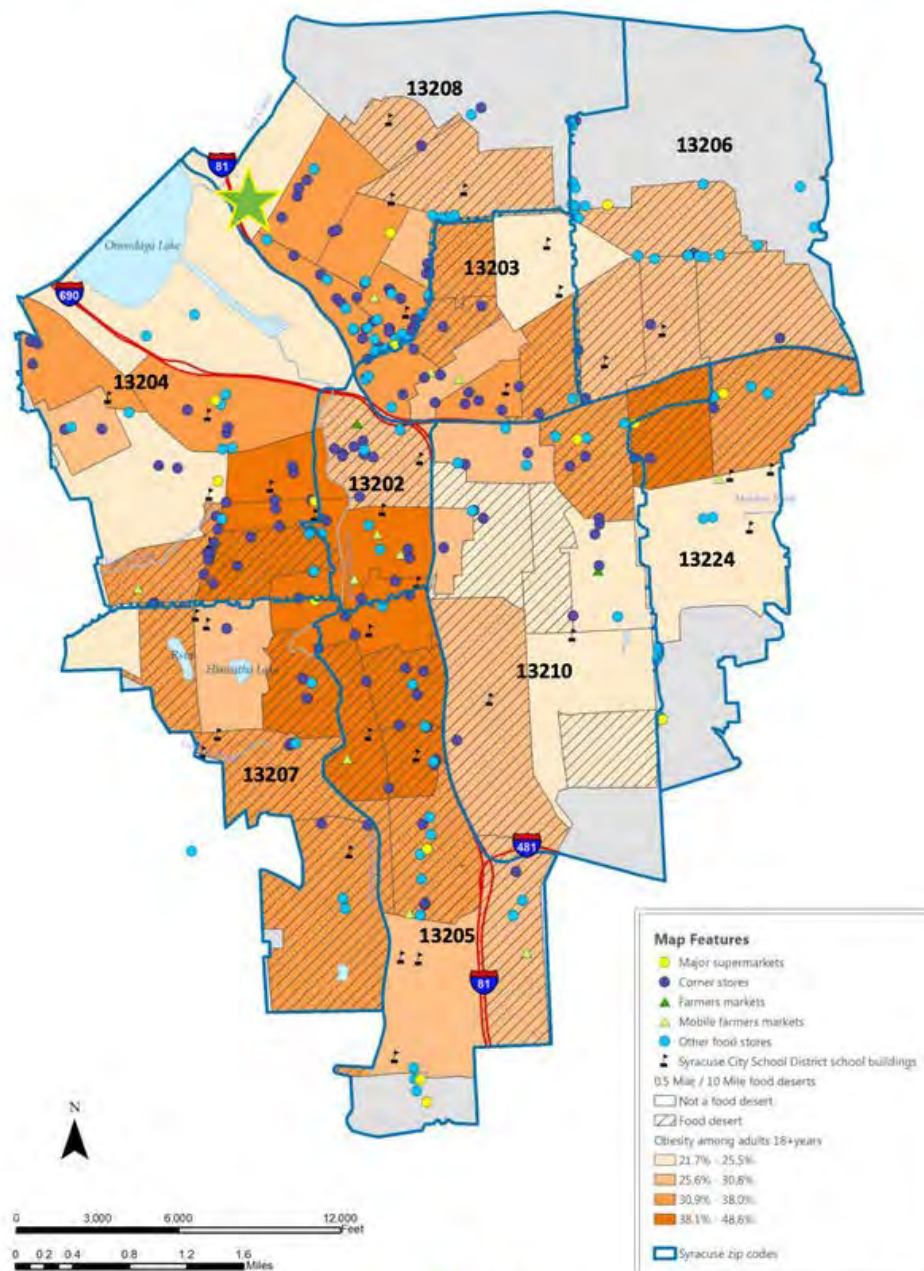
	2018-19	2019-20	2020-21	2021-22	2022-23
SNAP	\$264,282.00	\$296,423.00	\$303,769.00	\$292,049.00	\$396,098.00
Fresh Connect	\$105,712.00	\$118,569.00	\$121,507.00	\$116,819.00	\$158,439.00
Total	\$369,994.00	\$414,992.00	\$425,276.00	\$408,868.00	\$554,537.00
Debit/ Credit	\$105,821.00	\$93,832.00	\$61,460.00	\$61,795.00	\$72,775.00



- In the 2017 document prepared by the Onondaga County Health Department entitled: Mapping the Food System Environment in Syracuse, 2017, the below map shows the vast food deserts that cover a large majority of the City of Syracuse. These areas of food insecurity lie only miles outside the gates of our market, which is one of the largest food distribution hubs in Central New York.

Syracuse Food Environment Report 2017 / Page 3

Syracuse Food Environment with Zip Code Boundaries



Added to Represent the Location of the CNY Regional Market Authority

- In addition to the vast food desserts that plague many communities local to our market, based on the 2020 census, Syracuse tops the chart for childhood poverty out of all of the cities in the nation with a population of 100,000 or more. The childhood poverty rate in Syracuse was recorded at 48.4% in 2020, only slightly down from 49.6% in 2015. This data can be found on the following chart.

	Place	2020 child poverty rate	2015 child poverty	% point change				
1	Syracuse city, New York	48.4%	49.6%	-1.2	14	Shreveport city, Louisiana	37.2%	35.8%
2	Rochester city, New York	48.2%	51.6%	-3.4	15	Hartford city, Connecticut	37.2%	44.8%
3	Detroit city, Michigan	47.2%	57.1%	-9.9	16	Macon-Bibb County, Georgia	36.9%	42.6%
4	Cleveland city, Ohio	46.6%	53.2%	-6.6	17	Newark city, New Jersey	36.7%	42.3%
5	Dayton city, Ohio	43.8%	53.0%	-9.2	18	Baton Rouge city, Louisiana	36.4%	33.8%
6	Buffalo city, New York	42.3%	48.9%	-6.6	19	Cincinnati city, Ohio	36.3%	45.5%
7	Memphis city, Tennessee	39.6%	43.7%	-4.1	20	Springfield city, Massachusetts	36.2%	43.9%
8	Jackson city, Mississippi	39.6%	44.1%	-4.5	21	Akron city, Ohio	36.1%	40.2%
9	Toledo city, Ohio	38.6%	40.3%	-1.7	22	Milwaukee city, Wisconsin	35.1%	41.7%
10	Birmingham city, Alabama	38.6%	49.4%	-10.8	23	Paterson city, New Jersey	35.0%	40.6%
11	Allentown city, Pennsylvania	38.0%	40.5%	-2.5	24	New Haven city, Connecticut	34.4%	37.7%
12	Brownsville city, Texas	37.8%	46.6%	-8.8	25	North Charleston city, South Carolina	34.1%	35.1%
13	Augusta-Richmond County, Georgia	37.3%	40.3%	-3.0				

Table: Kevin Taniguchi • Source: Census Bureau • Get the data • Created with Tableau

- Our market does work to service the local communities who struggle with food insecurity, through our token distribution program and collaboration with local organizations such as SOFSA (Syracuse Onondaga Food System Alliance), as they work to develop a comprehensive plan for improving the local food system. In addition to these initiatives, the Authority has been exploring options for an additional initiative for collaboration with the Syracuse City School District and their food service department. At this time, one of our tenants provides the school district with all of their fresh produce. The Authority's goal in this initiative is to grow this relationship to help coordinate connections to expand and increase the flow of locally produced healthful food into the food service department that serves such a large quantity of food insecure youths in our area.
- Investment into a roof replacement and improvements to the newly acquired warehouse facility on site will lead to the ability to expand and build upon the existing foundations with current businesses and tenants, improving the flow of local food sources into the local school district and many other districts and institutions.

“Food is fundamental to the lives of everyone in Central New York. Food connects us in the most fundamental ways – to the land where it is grown, as well as to all the places and people involved in storing, processing, distributing, marketing, cooking, and sharing food around the table. Everyone in Central New York has a stake in this food system. However, unlike other critical infrastructure such as water, transportation, or housing, there has not been a full understanding of how the food system works and its vital connection to almost every other facet of life in Central New York.” (Potteiger and Weissman, 2021)

As addressed in the aforementioned quote from the Executive Summary in the 2021 publication of the FoodPlanCNY, our local food system not only has deep and far spreading roots, but far spreading limbs that have a massive impact on all of Central New York. For this, it is important that we (as stakeholders in the success of this system) not only learn about the intricacies and impact of the local food system, but that we also work to preserve and improve our food system. This valuable publication not only provides an overwhelmingly necessary assessment of the intricacies of the local food system, but also dives deeper to identify both the assets and challenges of our unique food system here in Central New York, in order to provide recommendations for growth and development.

Development and strengthening of our existing food system, while important for public health and social justice, has the potential to provide benefits much further reaching. The strength and success of our food system will reflect positively on the local economy, will improve environmental practices– leading to increased sustainability, will grow opportunities for agriculture and commerce for local producers, and will increase community access to affordable, healthy, and relevant food options. As a vital link in the food system for Central New York and beyond, investment in infrastructure improvements at the Central New York Regional Market Authority would directly impact the strength of our local food system, and increase the potential impact our food system can have on the economy, sustainability, agriculture, commerce, public health, and food/social justice.

With an investment into the infrastructure and revitalization of the CNY Regional Market Authority, one of the biggest impacts will be massive improvements to the wholesale distribution that takes place on the Market. The location of our market is centralized in the heart of Central New York as well as the state of New York as a whole, and it is located in close proximity to critical transportation infrastructure. This location creates the perfect

environment for distribution into and out of the Market, to and from major cities in and around Central New York. This is one of the key features that makes the CNY Regional Market a vital link in sustaining the local food system and economy.

Prior to the 1960's, the CNY Regional Market was the main distribution hub that provided the food for very diverse markets, including the majority of the grocery stores and chains. However, as times have changed, large chains have streamlined their channels and developed their own warehouses to source large bulk amounts of products from distant sources in the interest of decreasing their expenses. Since then, though the CNY Regional Market has remained an integral distribution hub for the Central New York area, its distributors have transitioned the customer base that they serve. Additionally, regulations such as FSMA and cold chain compliance have increased exponentially. The Authority and its tenants have made alterations to their wholesale units throughout the years to increase the ability for tenants to comply with increased regulations pertaining to food safety. However, the units were designed for the standard and scale of business of the 1930's. In order for wholesale distributors to compete with the large scale chain distributors, their facilities need to be equipped for both the scale of modern distribution and compliance with top level health and safety standards. Today, the distributors on the CNY Regional Market source products from national producers and distributors across the country for year-round availability as well as countless local producers for seasonal products. These products are then distributed to locally owned grocery stores, restaurants, schools, farm stands, and other local businesses.

The current lack of ability for these distributors to be involved with distribution to larger chain operations, leads to several drawbacks. The first of those drawbacks is outlined in the FoodPlanCNY. As food sources become more complex and long distance, the community becomes disconnected from its food system. Environmental impact, human costs of food production, and social justice issues associated with production of the food are no longer considered, as the impact of these issues on the area where the food is produced is not relevant to the area in which the food is consumed. Whereas, transparency and relevance of these issues is significantly increased through distribution of locally produced food sources. (Potteiger and Weissman, 2021, p. 35) Another one of these drawbacks became wildly apparent when the unprecedented COVID-19 pandemic struck our nation and shook the food system nationwide. As large chain distributors relied on distant sources for their products, safety regulations and shortages led to their inability to source all of the products that local communities relied on. This left many communities with little to no access to the vital resources that they needed. Meanwhile, local producers still had the products that their communities needed, but due to inadequate infrastructure at

wholesale markets throughout the country, this product was not able to make it into the mainstream food system and large grocery chains. Investments into the infrastructure that distributors rely on will increase their reach and impact, increasing the potential for local products to find their way into large scale distribution chains through compliance with top level health and safety standards.

Throughout the document, retail and wholesale markets are highlighted in regards to their important impact on their local food systems. Markets, such as ours, that are home to vast diversity are a critical link in increasing community access to healthy, affordable, and culturally appropriate food options. Additionally, our market serves as a host for each of the processes that make up a food system. The FoodPlanCNY defines the six (6) processes that come together to create a food system. These processes are stated to be: “producing, distributing, processing, markets, consuming, and waste.” (Potteiger and Weissman, 2021, p. 8) Currently each of these processes are carried out to some extent on the CNY Regional Market, but through the implementation of this infrastructure revitalization project, the extent to which each of these processes are carried out will be greatly improved. In turn, this will serve to strengthen the food system at all levels.

Though it is easy to focus on each of the individual portions of the food system for which the CNY Regional Market is a vital asset, it is important to look even further into the FoodPlanCNY for the important recommendations made for strengthening the food system. The extensive research that explored each of the many intricacies of the food system, led these researchers to five (5) key recommendations that can be used to strengthen the local food system, unique to Central New York. The first recommendation was to strengthen the “middle” of the food system. This revolves around the idea of keeping food sources local, and strengthening the infrastructure for local (diverse) production, distribution, and sustainability. Central New York is conveniently situated where “significant metropolitan areas are surrounded by productive agricultural regions,” and in close proximity to “transportation infrastructure that provides access to large metropolitan consumer markets of the Northeast U.S.” (Potteiger and Weissman, 2021) This location provides great opportunities for diversifying local production and reconnecting those products with the distribution chains. The document continues on, to define two strategies that can be used to accomplish this first recommendation. The first strategy is to build infrastructure, “invest in distribution infrastructure to enhance existing facilities and new infrastructure for aggregation, storage, and distribution, to

serve the regional system. This involves public/private partnerships that link institutions and public agencies with distributors and producers. – Invest in the CNY Regional Market as a unique and critical public space and distribution hub for independent distributors.” (Potteiger and Weissman, 2021, p. 82)

The second strategy outlined for accomplishing this first recommendation is, “building capacity and connections. Create Public/Private entities for coordinating the aggregation and distribution of regionally produced food. Work with existing assets, including knowledge of generations of experienced local distributors as well as public agencies..... Develop projects that provide models for other programs and institutions: Farm-to-School (SCSD, BOCES)... Grow direct consumer sales through existing entities such as the CNY Regional Market.... Make market access easier for regional farmers through independent distributors that increase short-supply chain sales.” (Potteiger and Weissman, 2021, p. 83)

An investment of this kind into the infrastructure of the CNY Regional Market, would create huge strides in the direction of completing this recommendation. Not only does this recommendation specifically outline the CNY Regional Market as an important site for infrastructure investment, but projects contained in this Infrastructure Revitalization Proposal are aimed directly at increasing capacity for regional food distribution, storage, and aggregation. In reference to the second outlined strategy, our wholesale market is home to several distributors with generations of experience. Investment into the infrastructure of our wholesale market would provide these experienced distributors with opportunities for growth, which would increase their capacity for resale of product from regional farmers into the local food supply chain. Additionally, one portion of infrastructure repair addressed in this plan is aimed at collaboration with tenants who work directly with institutional contracts. The end goal of this project would be to aid in creating the connections between producers, distributors, and local institutions to build and grow a successful Farm-to-School program in this area as well as increased institutional access to locally produced healthful food. Finally, investments into our infrastructure would provide opportunities for growth and implementation of marketing and educational programs to increase public education about the local food system, transparency of where our food comes from, and the value of local production and consumption.

The remaining four (4) recommendations set forth in the FoodPlanCNY are outlined as: “Grow community-based, healthy food environments, Create healthy, resilient environmental systems, Expand public space and participation in the food system, and Coordinate food system projects, planning, and policy.” While these recommendations are not centered around infrastructure improvement, many of the strategies proposed to accomplish these recommendations can be met on the CNY Regional Market through the proposed projects. When looking into the recommendation for growing

community-based healthy food environments, one of the main purposes for this recommendation is to increase neighborhood access to healthy, affordable, and culturally appropriate foods. Strategies that go into accomplishing this access include creating opportunities for education and programming that celebrates cultural food specific to the region, generating knowledge of growing, preparing, and eating cultural foods, and promotes business opportunities that promote cultural foods. (Potteiger and Weissman, 2021)

The proposed community kitchen in the CNY Regional Market Commons would create an opportunity for a source of this recommendation. This community kitchen can be used for educational opportunities aimed toward preparation of healthy options that are culturally relevant, as well as an affordable incubation site for culturally diverse food businesses. This kitchen would also lend a hand in the process of accomplishing the recommendation to “expand public space and participation in the food system,” through its role as an incubation site for the development of new businesses and encouraging community participation in the local economy. Additionally, through the implementation of this proposed Infrastructure Revitalization Project, the CNY Regional Market will be able to keep rates low and affordable for its vendors. Keeping rates affordable allows our market to serve as an incubation site for up and coming businesses of all kinds, expanding access to markets and development no matter business size.

Though the CNY Regional Market already serves as a vital link in the food system, its ability to continue to serve the community and its mission relies heavily upon the completion of this proposed Infrastructure Revitalization Project. The main focus of this project is facility modernization and creating expanded opportunities, while also combatting the deterioration that is threatening this vital asset that is the CNY Regional Market. Not only will this restore this historic hub to its formal glory, but modernize operations to meet modern food safety and capacity standards. While accomplishing these goals, this project will also provide additional opportunities to promote local agriculture and commerce, and will exponentially increase the impact that the Authority, with its vendors and tenants, can have on the community and food system it serves.

In addition to the impact that the improved infrastructure will have on its own, this will also free up resources for the Authority to reinstate and expand programming. Programming included in our strategic plan is aimed at community outreach and education, added community participation in the food system, increased resources for new and developing businesses, and increased community food access. This programming, as well as the proposed project for infrastructure improvements, directly align with the vision and recommendations made in the FoodPlanCNY for the overall improvement of the Central New York Food System.

In summary, over the past 83 years of operation, the CNY Regional Market has remained a dynamic facility -- consistently evolving to align with the specific needs of the community it serves. In the early days of the Market, we served as a distribution center that brought in rail for large-scale distribution, and created connections with local small-scale production and distribution. As grocery chains evolved and the large-scale distribution was no longer a relevant need for the community, the market evolved to meet current needs through increased focus on smaller scale distribution and local chains and by updating facilities to align with the transportation infrastructure that was moving away from rail and toward trucking. Now, as we see the evolved community needs in the 21st century, as well as the post pandemic food environment, the Authority must continue to evolve to meet those needs. However, after 83 years of dynamic evolution, the current infrastructure is just not equipped for its next phase of life and service to its community.

Given this opportunity, the CNY Regional Market Authority in partnership with local business owners and organizations, will continue to work toward the common goal for building and strengthening the local food system. Together, as stakeholders in this complex system, we can break through the barriers that have left vast food deserts in our cities. We can increase the potential impact our food system can have on the economy, sustainability, agriculture, commerce, public health, and food/social justice. But, investments in repairing and modernizing the dated infrastructure that this food system depends on, will be a vital driving force in motivating this continued evolution.

" What makes the farmers market such a special place is that you're actually creating a community around food. "

-Bryant Terry





Customer Testimonies:

30

"This market is the best EVER!!! Good people, good food, good prices. It is a long-standing staple and pillar of the Syracuse community. Its a beautiful representation of the diverse communities Syracuse has, both in its vendors and shoppers. It's an amazing space for the community to gather each week to not only nourish themselves with local, beautiful food, but to connect with others and really feel grounded. This market is my therapy each week and a super fun time too!!..."

"I have learned so much about food, farming, and this area from the CNYRMA. I cannot even begin to say how much the market means to me. I have a greater appreciation for fresh foods, I have learned how to use & preserve them, how to grow them myself, I have met so many amazing growers & small business people, all through the CNYRMA. I think it is one of the single greatest things CNY has to offer. "

" Love supporting local. Appreciate the variety and consistency of vendors. I consider a visit to the market an outing, not just a shopping trip. Love to wander and browse. I plan a trip to Syracuse around a visit to the market. "

"The market can often offer affordable produce options as well as a connection to local business owners within the community. I try to go as often as I can! Every experience is a memorable one."

" It is one of the only places where people of all colors, abilities, and income levels share the same space & that is a special thing! "





“What an amazing resource our market provides for the community! This market is located very close to some of the poorest neighborhoods we have in our area, with very few stores and almost no close access to fresh produce. The market is a great place not only to shop, but to get to know local vendors and businesses and to learn more about the people that grow and create local food items. This is such an important part of our local community!”

“I like buying locally grown/produced food I can trust. I also like supporting our local/regional farmers”

“We love supporting local farms in the area and talking with people who are so passionate about what they do. We typically purchase seasonal vegetables and fruits, once a year we get our seedlings there for our home garden. We also will get pasta, pickles, seafood, bread, and fresh flowers on occasion. The kids also love getting a fried dough treat or baked good from a vendor. It's important for us to show our kids that even though we don't have a ton of money we can still do good and support our community.”

“It has offered a great range of fresh produce for my family in a great location., and connected me to local farmers.”

“I travel two hours to get to the market, but the produce quality and prices make it a necessity for me.”

“For over twenty years, the CNYRMA has made it possible for my family to eat according to our values: by purchasing an in-season, vegetable-centric diet; through buying directly from local producers to support our regional farm economy; by building friendly relationships over the years with farmers; and by reducing our carbon footprint through consuming local food and pasture-raised dairy and meat. We also appreciate how the market serves the very diverse population in our region. These things are really important to us, and we are grateful to have access to this unique, vibrant market.”





Vendor Testimonies:

32

"My sales for this year to date are already 43% above all of last year's sales, with several months yet to go. The Regional Market has given me a consistent place and audience where I can present my products for sale. I am very grateful for the opportunity."

"The market has been a great way to connect with consumers all over CNY. It allows us to have some great face to face conversations that sometimes leads to lifetime customers.."

"In the six years selling at CNYRMA our business has probably tripled in size and the market has been a big part of why our business is doing so well."

"The CNYRMA has allowed us to grow our business. The CNYRMA Has really helped us connect with local customers first hand, we love we hearing feedback from our customers first hand and seeing the same faces each weekend!."

"The CNYRMA has given my business so much growth and has been the main way my business has grown with the Syracuse community. I also love the community we build with vendors. Being only 22 years of age, these relationships have helped me grow as a small business owner."

"Vending at the Regional Market has opened up doors to more exposure for my business than I could have ever accomplished on my own. This market, and the wide customer base it brings to my business has become vital to our survival and success."





2100 Park Street, Syracuse, NY 13208 ● www.cnyregionalmarket.com

"Growing" with Central New York since 1938





**Onondaga County
Executive Department
Division of Purchase**

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DANIEL HAMMER
Director

July 3, 2024

Addendum #2

Subject: Onondaga County Department of Planning RFP #24-3510-001 – Regional Market Revitalization.

Note #1: This project is funded in part by Empire State Development, and as such, is subject to ESD's Non-Discrimination and Contractor and Supplier Diversity Policy. All bidders must use good-faith efforts to achieve an overall Minority and Women-owned Business Enterprise (MWBE) participation goal of 30%, and Service-Disabled-Veteran-owned Business (SDVOB) enterprises participation. All bidders shall document actions taken toward meeting MWBE and SDVOB contract participation goals within submitted proposals.

Note #2: The schedule for submission of proposals is changed to reflect the following dates:

Deadline for Questions: July 16, 2024

Addendum #3 (Questions Answered: July 19, 2024

Proposals Due: August 1, 2024

All proposals must be received by the Division of Purchase in accordance with the delivery instructions outlined in the RFP and this addendum. Late proposals will not be accepted.

Sincerely,

DocuSigned by:
A handwritten signature in blue ink that reads "Daniel Hammer".
57E9E966235047B...

Daniel Hammer,
Purchasing Director