

Greenway RFP Questions

- 1. Please clarify why this particular project is being funded, procured, and managed by the Mayor's Fund to Advance New York City, rather than through the standard City process.**

The Mayor's Fund to Advance New York City is supporting this project through philanthropic dollars. The Mayor's Fund, alongside the Parks Department, will procure and oversee the contract of the selected vendor.

- 2. Under task 1- existing conditions assessment calls for basemaps for each route including applicable road geometrics for on-street connections and paths. Please clarify if a professional surveyor is required to provide necessary road geometrics such as planimetric or topographic survey or if existing and/or public data is available to meet the requirements.**

Preferably project teams will not need to use a professional surveyor. Any applicable existing information will be provided to the selected consultant team; however, it should be assumed that data is limited. For areas where data or prior plans are unavailable, analysis of aerial images to measure road geometrics should suffice for the purposes of Task 1.

- 3. Please confirm the maximum file size limit for emailing the proposal submission.**

Maximum file size is 10MB. We will confirm receipt of all application materials.

- 4. The RFP states that the consultant will be working with the NYC DOT and the NYCDPR. Which agency will be tasked with selecting the consultant firm, NYC Parks or NYC DOT? Or will the selection committee be within City Hall?**

NYC Parks will be main point of contact throughout the duration of the project. The Mayor's Fund will lead the selection process, with representatives from NYC Parks and another City agency on the selection committee.

- 5. Our firm had an office in Manhattan between 1983 and 2018 (35 years.) During that time we worked on numerous jobs in the 5 boroughs, including more than 150 jobs for the NYC Parks Department. In 2018 we moved the office to New Rochelle, NY. We continue to work on many jobs in NYC (including for the NYCDPR.) We note that the RFP states that the firm must be within NYC. Would our new office location in New Rochelle disqualify us from selection?**

The Mayor's Fund will accept proposals from firms that have their office located within New York State or New Jersey, but must have had extensive experience in New York City in the last five years. The original RFP has been updated with this new change.

- 6. Does the 4 page narrative include the experience of the sub-consultants?**

The four-page (4) narrative must cover the entire scope of work as well as the firm, its personnel, and sub-consultants/contractors if being sought. RFP has been updated regarding sub-consultants/contractors.

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7. Can we include sub-consultant portfolios?

Yes.

8. The page limit breakdown does not list a page limit for the Technical Approach and Methodology. What is the page limit for this section?

The Technical Approach and Methodology section is part of the 4-page Scope of Work narrative.

9. The Route Maps in Attachment B are very low resolution with some labels missing and areas possibly cut off (Brooklyn Coney Island?). Can a higher resolution map be provided?

The full map has been uploaded onto the Mayor's Fund RFP section of the website, and is entitled, "Attachment B: BQ Greenway RFP Maps"

10. Is the budget narrative the same as the project fee schedule?

The fee schedule is the chart outlined in Section IV. 1 of the RFP, whereas a narrative would accompany the chart.