

Request for Proposals (“RFP”):

Date: **August 28, 2026**

**BPC Public Space and
Streetscape Framework**

RE: **Addendum # 3**
of Pages: **14**

BPCA’s RESPONSES TO SUBSTANTIVE QUESTIONS:

Below are the responses to substantive questions received by the Battery Park City Authority (“BPCA”) by August 21, 2026, in connection with this RFP. Responses are provided in bold, italicized text immediately following each question. All capitalized terms have the meanings assigned to them in the RFP.

The deadline for proposal submissions remains unchanged.

Please ensure that all submissions include acknowledgment of this addendum.

By signing the line below, I am acknowledging that all pages of this Addendum #3 have been received, reviewed and understood, and will be incorporated into the Proposal submitted. This document must be attached to the Proposal for consideration.

Print Name

Signature

Date

Number of pages received: _____ <fill in>

Distributed to: All prospective Proposers

The following is a list of responses to initial questions submitted by prospective respondents to the RFP for BPC Public Space and Streetscape Framework.

Question 1: When is this project expected to go to bid for contractors and what is the expected start date for construction?

The main deliverable for this project will be a framework for future projects, not design for the projects themselves. Therefore, there is no timeline for construction, nor a timeline for bringing contractors on board yet.

Question 2: Could you clarify the approach for community engagement for this RFP? We'd like to confirm whether the BPCA will be appointing Community Engagement suppliers directly, or if you'd like our design team to include community engagement subconsultants within our scope.

The consultant will be responsible for community engagement, either self-performed or as part of a team/ with a subconsultant.

Question 3: Can BPCA provide us with a comprehensive list of all stakeholders (other than residents) who use the spaces outlined in the RFP for various programs?

This will be provided during Task 1, but includes residents, Community Board 1, business owners, and other organizations.

Question 4: What is the weight of Cost Proposal in evaluation? It isn't clear in Section VIII., Item C. of RFP.

The Cost Proposal is not assigned a numerical weight in the evaluation. Proposals will be evaluated based on the stated Technical Evaluation criteria (Technical Approach and Methodology, Community Engagement Approach, Firm and Team Qualifications and Relevant Experience, and Response to the Diversity Questionnaire).

Question 5: In Exhibit B, Section II, Information Required, can responses to questions be submitted as a separate document attached to Exhibit B?

Yes. Responses to the questions in Exhibit B, Section II – Information Required may be submitted as a separate document attached to Exhibit B, provided all questions are fully answered and the submission is clearly organized and identifies the corresponding question numbers.

Question 6: In Section V. Proposal Format and Contents of the RFP, the instructions for the Executive Summary are unclear under Item C. Is the Executive Summary separate from the documents listed below (Exhibit B, Financial Statements, etc.)? It is assumed that the 4-page limit does not include these documents, and that the Executive Summary is its own separate writeup.

Yes. The Executive Summary is a separate component of the Technical Proposal. The four (4) page limit applies only to the Executive Summary and does not include the completed Exhibit B forms, financial statements, W-9, appendices, resumes/biographies, project schedule, contract exceptions, or any other required attachments. Proposers should submit the Executive Summary as a standalone section of the Technical Proposal, followed by the additional required documents and attachments.

Question 7: Should Cost Proposal be labeled "Proposal Enclosed...etc." instead of the Technical Proposal?

Proposers should use the following labels:

- ***Technical Proposal: "Technical Proposal Enclosed – BPC Public Space and Streetscape Framework RFP".***
- ***Cost Proposal: "Cost Proposal Enclosed – BPC Public Space and Streetscape Framework RFP".***

The Technical Proposal and Cost Proposal must continue to be submitted separately to their respective email addresses as specified in the RFP.

Question 8: Are Resumes (1 or 2 pages each) acceptable for Team Member Biographies?

Yes. Resumes of one (1) to two (2) pages per team member are acceptable for the Team Member Biographies required under the RFP, provided they clearly describe each individual's relevant qualifications, experience, and role on the project.

Question 9: Has some level of community engagement already occurred in the process of issuing this RFP? If so, is there a general understanding in the community that BPCA is seeking to change and enliven the area? Is there a broad understanding of this larger goal?

There has been a request from some members of the community to undertake an effort like this, but a formal community engagement process has not yet begun.

Question 10: The RFP does not provide a budget allocation for this project. In order to ensure that proposers provide a similar level of effort for a fair comparison of fees, would BPCA consider providing a budget range?

BPCA does not provide budget information in connection with the RFP process. Proposers should submit the best pricing they can offer for the work requested and BPCA will evaluate all proposals to determine which is the most fair and reasonable and provides the best overall value to the Authority in comparison to the technical proposal submitted.

Question 11: Does BPCA anticipate this scope of work will include a study of sitewide parking or pick-up and dropoff, or is this information already available? What type of traffic and pedestrian footfall data is available?

No existing such study exists, but we can work with DOT as needed to study this if prudent.

Question 12: The RFP requires to identify ‘SEQR/NEPA or other environmental-review considerations.’ What level of environmental review does BPCA anticipate for this scope? Specifically, should the consultant provide a high-level planning-level assessment identifying potential environmental requirements and constraints or does BPCA anticipate formal SEQR/NEPA documentation and/or supporting technical studies as part of this scope?

Should the scope of work that comes out of this framework necessitate that level of environmental review, it will be conducted as a separate effort. The ask here is that the need for such an effort be identified during this project.

Question 13: Can W/MBE firms be double counted to meet the diversity requirements?

No, M/WBE firms cannot be double counted toward both separate MBE and WBE goals on a single contract.

Question 14: How many community engagement meetings should be assumed? How frequently and at what stages of the design does BPCA anticipate these to occur?

Determining the community engagement strategy is the responsibility of the consultant.

Question 15: The RFP states that each identified project must include a wide range of information including permitting requirements, capital and operating costs, and maintenance requirements. This seems to imply that the consultant is required to provide conceptual or schematic designs for every project identified in the implementation strategy, sufficient in detail to provide this information. Is this a correct assumption?

Not schematic design per se, but the projects will need to be defined to the extent necessary to provide this information.

Question 16: Is it required that we submit on 8.5x11" single-sided pages? Or are spreads/tabloids acceptable? One 8.5x11" page might not be sufficient to adequately represent certain graphics (e.g. a schedule); are 11x17" pages acceptable to display such graphics that would not show well on a smaller page size?

While BPCA prefers that proposals generally follow the RFP formatting requirement of 8.5" x 11" pages, Proposers may include 11" x 17" pages for schedules, graphics, maps, diagrams, or other visual materials that cannot be effectively presented on a standard-sized page. Proposers should ensure that all submitted materials remain legible and are included in a format that can be viewed electronically in Adobe PDF.

Question 17: Under section V.C "Executive Summary" the RFP language states that the "Executive Summary may not exceed four single-sided pages" and then seems to instruct that the summary shall include the Proposal Submission Packet, Financial Statements, W-9 form, Resumes, Schedule, and Contract exceptions. As all of these requirements will exceed four pages, which sections of the executive summary count toward the four single-sided page limit? Or, is the executive summary a separate 4-page section that does not include the above-listed items? If so, is there anything specific that the executive summary should address?

Please see the response to Question #6. The Executive Summary is a separate component of the Technical Proposal, and the four (4) page limit applies only to the Executive Summary. The completed Proposal Submission Packet, financial statements, W-9 form, resumes/biographies, project schedule, contract exceptions, and other required attachments do not count toward the four-page limit. The Executive Summary should provide a concise overview of the Proposer's team, qualifications, and proposed approach to the project.

Question 18: In what format should we provide answers to the "information required" form? Are proposers permitted to display answers to the included questions in their own layout, or are we required to display answers within the layout of the form?

Proposers may provide responses to the "Information Required" section in their own format and layout. Responses do not need to be inserted directly into the form, provided that all questions are fully answered and the submission clearly identifies the corresponding question numbers and headings. A separately prepared document organized by question number is acceptable.

Question 19: Please clarify the meaning of the text on the bottom of page 5 of the RFP, beginning with “BPCA reserves the right to reject any Proposals that fail to include...”

The language in question is hereby amended to read: “BPCA reserves the right to reject any Proposal that fails to include any required item described in this Section V.” The remainder of the text is not applicable to this RFP.

Question 20: Does BPCA expect licensed engineering, landscape architecture, architecture, or other licensed professional disciplines to be included on the consultant team? If so, which disciplines?

While licensure is helpful for understanding projects through a certain lens, it is not required per se on this project.

Question 21: What level of technical detail is expected for street and intersection recommendations? Should recommendations remain at a conceptual planning/urban design level, or should the scope include traffic analysis, geometric design, preliminary engineering, or similar technical work?

The consultant should be able to provide recommendations that are developed enough for DOT to review them and provide feedback.

Question 22: What existing data and materials will BPCA make available to the selected consultant at the start of the project, including traffic/pedestrian data, public-space usage and programming data, retail information, tree canopy/heat data, safety data, GIS files, and previous community feedback?

This information will be provided during Task 1.

Question 23: How should the consultant coordinate with the active Battery Park City resiliency design teams, and what current plans, drawings, or other project information will be made available?

This information will be provided during Task 1.

Question 24: For the required high-level cost estimates, what level of detail does BPCA expect? Are cost ranges sufficient, or should estimates include quantities, unit costs, contingencies, escalation, and similar detail?

Rough order of magnitude cost ranges are sufficient.

Question 25: For the public-facing dashboard identified in Task 4, does BPCA envision a dashboard or graphic incorporated into the final report, or a functioning digital dashboard that would need to be developed, hosted, and/or maintained?

The public-facing dashboard will be a dashboard or graphic incorporated into the final report.

Question 26: Regarding the 15% MBE and 15% WBE participation goals, must firms identified in the Utilization Plan hold NYS certification at the time of proposal submission? If a firm is certified as both an MBE and WBE, can its participation be credited toward both goals, or must the goals be satisfied separately?

No, firms cannot be double-counted, and yes, they must hold active state certification at the exact stage required by the specific agency.

Question 27: Does BPCA anticipate work beginning immediately following contract execution, and are there milestone dates or seasonal considerations proposers should account for in scheduling community engagement and on-site work?

Yes, work will begin immediately, and determining the community engagement strategy is the responsibility of the consultant.

Question 28: Can BPCA provide the attendee/firm roster from the August 17 pre-proposal meeting and walking tour?

Please refer to Addendum No. 2, published on August 24, 2026, for information regarding the attendee and firm roster from the August 17 pre-proposal meeting and walking tour.

Question 29: Does the Battery Park City Authority have some or all existing survey data for the streets, sidewalks, parks, and public spaces within the neighborhood?

The assumption should be that any necessary survey work be completed as part of the projects after they have been defined. No formal survey work is anticipated as part of this scope of work.

Question 30: Does Battery Park City have an existing digital 3D model that can be used as a base for visualizations?

No.

Question 31: What software tools, if any, does Battery Park City have access to (i.e. - Replica, StreetLight, Placer, etc.)?

Consultant should assume BPCA does not have access to any software tools.

Question 32: Does Battery Park City have recent traffic counts for the street network serving the neighborhood?

No existing such study exists, but we can work with DOT as needed to study this if prudent.

Question 33: Does the New York City Parks Department maintain any of the parkland/horticulture within the neighborhood, or is it all led by the Battery Park City Authority?

BPC is exclusively maintained by BPCA Parks Operations

Question 34: Does the Battery Park City Authority anticipate the selected consultant establishing a standalone website for the project, or will all relevant information be established on the Authority's current website?

All relevant information will be placed on the Authority's current website.

Question 35: To what level of detail are you looking for regarding the "cost bands" and estimates referenced in the RFP?

Rough order of magnitude cost ranges are sufficient.

Question 36: Please confirm that the questions asked in Exhibit B, Information Required (pages B3 - B6) should be answered within the full scope narrative of the proposals and not within the limited space provided in the proposal PDF.

Please see the response to Question #18.

Question 37: Does BPCA anticipate transportation analysis to include quantitative traffic analysis/modeling, or is concept-level assessment of pedestrian safety, intersections, circulation and ROW operations sufficient?

Concept-level is sufficient, and we can work with DOT as needed to study this if prudent

Question 38: What level of environmental review is expected under the Framework—preliminary SEQR/NEPA screening only, or preparation of any formal environmental-review documentation?

Preliminary screening only for this scope of work.

Question 39: What level of accuracy/detail is expected for the high-level cost estimates—planning-level cost bands or more developed conceptual estimates?

Rough order of magnitude cost ranges are sufficient.

Question 40: Will BPCA provide existing utility, drainage, resiliency, traffic, environmental and property/jurisdiction information needed for the existing-conditions assessment?

BPCA will provide the information it has on hand, but additional information may be needed to conduct a thorough assessment

Question 41: For the 0–6 month “immediate” projects, should recommendations be limited to improvements implementable without significant capital construction or environmental review?

Yes.

Question 42: Are the pedestrian bridges under BPCA control? Please elaborate which agencies will have review over new proposals for pedestrian bridges.

City and/or State DOT, depending on the bridge.

Question 43: Regarding the Battery Park City Authority's public art collection, could you clarify the scope of the program and how these works are intended to be integrated into the public realm? Additionally, please advise on the expected display durations, if possible (e.g., permanent installations, semi-permanent works, or rotating temporary exhibitions).

These are decisions to be made during the project.

Question 44: Has there been any coordination that has occurred between NYSDOT, NYCDOT, and BPCA regarding the streets that might be potentially redesigned?

They have been made aware of some preliminary ideas as part of the NYSDOT West Street Study.

Question 45: What existing transportation datasets will BPCA make available to the selected consultant?

No existing data exists, but we can work with DOT as needed to study this if prudent.

Question 46: What level of quantitative transportation analysis is expected for priority intersections, corridors, and access points?

We can work with DOT as needed to study these.

Question 47: What data does BPCA have for individual buildings' loading docks, waste management, individual building's access points, and emergency access that you will be able to share with the consultant team?

The consultant should assume BPCA does not have access to any such data.

Question 48: For West Street/Route 9A (state-owned) and other city agency-owned streets within BPC, does BPCA expect any coordination with NYSDOT/NYC DOT to occur during the study?

Yes.

Question 49: Does BPCA expect the Framework to also address curb/loading management and roadway operations?

Yes.

Question 50: Approximately how many priority locations/projects does BPCA anticipate advancing to concept-level recommendations, implementation analysis, and high-level cost estimates?

These are decisions to be made during the project.

Question 51: Does BPCA anticipate that the consultant will need to conduct new transportation data collection, or should the analysis primarily rely on existing data and field observations?

No existing data exists, but we can work with DOT as needed to study this if prudent.

Question 52: What is the attachment size limit for Technical Proposals?

The maximum file size for Technical Proposal attachments is 20 MB.

Question 53: Please clarify if a cover letter may be included in the submission or if the Executive Summary should serve as the cover letter and be signed.

The RFP does not require a cover letter. Proposers may include a cover letter if they wish; however, it is not required and will not be evaluated as a separate component of the proposal. The Executive Summary is a separate section of the Technical Proposal and is subject to the four (4) page limit. No signature is required on the Executive Summary. Any required signatures should be provided on the forms and certifications included in the Proposal Submission Packet.

Question 54: Please confirm that a proposer can reproduce the Proposal Submission Packet: Information Required within our proposal to adequately respond to reach question.

Please see the response to Question #18

Question 55: Please confirm that there are no page limits for the Proposal Submission Packet response.

The RFP does not establish a page limit for the Proposal Submission Packet responses. The only stated page limitation is that the Executive Summary may not exceed four (4) single-sided pages. All required forms, certifications, responses, attachments, resumes/biographies, financial statements, schedules, and other supporting materials may be provided as necessary to fully address the RFP requirements.

Question 56: On the MBE/WBE Utilization Plan, please confirm Workforce Percentages are not applicable to this project.

Workforce Percentages are not applicable to this project.

Question 57: On the SDVOB Plan, please confirm Workforce Percentages are not applicable to this project.

Workforce Percentages are not applicable to this project.

Question 58: What is the budget for the Public Space and Streetscape Framework?

BPCA does not provide budget information in connection with the RFP process. Proposers should submit the best pricing they can offer for the work requested and BPCA will evaluate all proposals to determine which is the most fair and reasonable and provides the best overall value to the Authority in comparison to the technical proposal submitted.

Question 59: The proposal notes a one-year contract agreement; should we assume the project schedule should align, and are there key milestone dates that the project should be delivered?

The milestones are the deliverables- please incorporate them into the proposed schedule.

Question 60: If Engagement Activities are expected to occur beyond the one-year contract period, how should this be shown in the project schedule and cost proposal?

Engagement activities are not expected to occur beyond one year. If that is envisioned by the consultant, explain the reasoning.

Question 61: Regarding Task 3: Will outreach to stakeholders and the community to promote events, surveys, etc. be the responsibility of the Consultant or BPCA staff?

Consultant should make a recommendation here as part of the proposal.

Question 62: Will engagement need to involve PDC or Community Board presentations?

Potentially, yes.

Question 63: Related to the M/WBE and SDVOB goals, if the prime firm is MBE, WBE, or SDVOB, do they self-fulfill the M/WBE or SDVOB participation goal?

If the prime contractor is a NYS Certified M/WBE, or SDVOB, the value of the work it performs itself can be counted toward the applicable participation goal.

Question 64: Will new traffic data collection be part of the scope?

We can work with DOT as needed to study this if prudent.

Question 65: Is BPCA intending to engage both internal and external stakeholders for stakeholder engagement?

That is up to the strategy proposed by the consultant.

Question 66: How central does BPCA envision tactical urbanism and prototyping being to the development of the framework and community engagement, and does it expect the consultant to develop a strategy only or design implementation-ready pilots that can be used to test priorities and gather community feedback during the contract period?

That is up to the strategy proposed by the consultant.

Question 67: What existing data, research, or analysis does BPCA have on how different stakeholders currently use and experience its public spaces, and will those resources be made available to the selected consultant?

Consultant should assume BPCA does not have access to any such data.

Question 68: What are BPCA's expectations for language access throughout the project, including translation, interpretation, and multilingual community engagement, and are there specific languages or communities the consultant should plan to prioritize?

That is up to the strategy proposed by the consultant.

Question 69: Please confirm that both technical and cost proposal to be submitted in PDF format only via email.

Yes. Both the Technical Proposal and Cost Proposal must be submitted in PDF format via email, in accordance with the solicitation submission requirements.

Question 70: Can the relevant existing materials mentioned in Task 1 be made available to proposers?

No, they will only be made available to the selected consultant.

Question 71: Regarding Task 1: Please confirm that " an assessment " in the Task 1 scope will be high-level condition assessment from site observation and provided data, and this does not require any technical survey document to be conducted.

Confirmed.

Question 72: Regarding Task 1: Please clarify the extent/ boundaries of the physical condition assessments described in Task 1.

Battery Park City and adjacent neighborhoods, where relevant.

Question 73: Regarding Task 1: ADA/ accessibility can this assessment be limited to a ‘visual’ assessment and a generalized mapping of the existing paving and cross walk ramps for the identification of areas requiring repair.

Yes.

Question 74: Although the RFP talks in general about Lower Manhattan, no specific “project area” has been identified or pictorially depicted. Will the agency be issuing an addendum clarifying the project boundaries?

Battery Park City and adjacent neighborhoods, where relevant- these extents will be determined during the project.

Question 75: Will the traffic/pedestrian analysis to be provided have to follow CEQR guidelines?

Not for the purposes of this Framework.

Question 76: Is preparation of NEPA/SEQR/CEQR documentation part of the scope of work?

Not for the purposes of this Framework.

Question 77: Regarding Task 3: Could you provide the stakeholders list?

This will be provided during Task 1, but includes residents, Community Board 1, business owners, and other organizations.

Question 78: Regarding Task 4: Do you have estimated Budget goal for each (short, mid and long) implementation projects, or planned capital funding plan in place?

BPCA does not provide budget information in connection with the RFP process. Proposers should submit the best pricing they can offer for the work requested and BPCA will evaluate all proposals to determine which is the most fair and reasonable and provides the best overall value to the Authority in comparison to the technical proposal submitted.

Question 79: Can one firm represent both M and WBE if the firm hold more than 15% of scope of work?

No, one firm cannot represent or satisfy both the MBE and WBE goals, regardless of how much of the contract's scope of work they hold.

Question 80: Can one firm represent both MBE and SDVOB if the firm hold both certification?

Yes. If a firm is certified as both an MBE and an SDVOB, it may be used toward both goals. However, the same contract dollars cannot be counted twice. The participation must be divided between the MBE and SDVOB goals.

Question 81: Could you share the cost target or the range of cost for this scope of work if any?

BPCA does not provide budget information in connection with the RFP process. Proposers should submit the best pricing they can offer for the work requested and BPCA will evaluate all proposals to determine which is the most fair and reasonable and provides the best overall value to the Authority in comparison to the technical proposal submitted.

Question 82: Can you clarify under Section II. Information Required, A. Questions and Information Sought Relating to the Work, #9 states to "describe at least three comparable projects completed by your firm within the last five years" - should this be projects by the Prime only, or can they represent the larger consultant team as well?

Either.