

On-Call Land Use and Traffic Engineering Consulting Services

RFP Info Session

March 19, 2025



Agenda

- Scope of Services
- Consultant Team Members
- Project Examples
- Awarded Contracts
- M/WBE Goals & Narrative
- Consultant Selection Criteria
- Proposed Staff & Fee Schedule
- Key RFP Dates
- Q&A (please hold questions until the end of the presentation)

Scope of Services

- Environmental review-related services in accordance with city, state and federal policies and procedures, specifically: City Environmental Quality Review ("CEQR"), New York State Environmental Quality Review Act ("SEQRA"); the National Environmental Policy Act ("NEPA"); and any other agency or legal requirements
- Services needed for projects to successfully complete the City's Uniform Land Use Review Procedure ("ULURP") and other land use approval processes
- Advisory services in addition to environmental review, including but not limited to zoning, streets and streetscape projects, waterfront permitting, climate change and historic preservation, and assistance in developing project-specific strategies for achieving Project Approvals
- Develop engineering and other mitigation measures to address impacts resulting from a project
- Participate in inter-agency coordination, including presenting findings and leading discussions when necessary to relay technical information for agency review and approval
- Coordinate with project partners, which may include developers, developer consultants, community members or other stakeholders

See Appendix B Scope of Services in the RFP document for additional details (PDF Page 91-94).

Consultant Team Members

Required Team Members

- Project Manager
- Urban/Environmental Planners
- Technical Experts
- Transportation Planner or Engineer

Other Possible Team Members

- Architect
- Natural Resource Specialist
- Economic Analyst
- Air Quality and Noise Analyst
- Hazardous Materials Specialist
- Structural, Civil and Geotechnical Engineer
- Land Surveyor
- Historic Resources Specialist
- Construction Specialist

See RFP Summary in the RFP document for additional details (PDF Page 5-6).

Project Example

SPARC Kips Bay

ULURP

Project Type: 2M SF full-block redevelopment project

Scope: Included actions subject to ULURP, SEQRA, and CEQR; required preparation of an environmental impact statement-level review and land use and City Map Change application packages.

Challenges: Need for flexible zoning envelope prior to developer RFP; specific industry requirements; tight timeline to DEIS and ULURP certification

Timeline: 20 months



Project Example

Kingsbridge

ULURP

Project Type: full-block historic preservation/adaptive reuse and new development

Scope: Included actions subject to ULURP, NEPA, SEQRA, and CEQR; required preparation of an environmental impact statement-level review and land use application package

Challenges: environmental review work started prior to developer selection with undefined use, LPC and SHPO coordination; tight timeline

Timeline: Ongoing

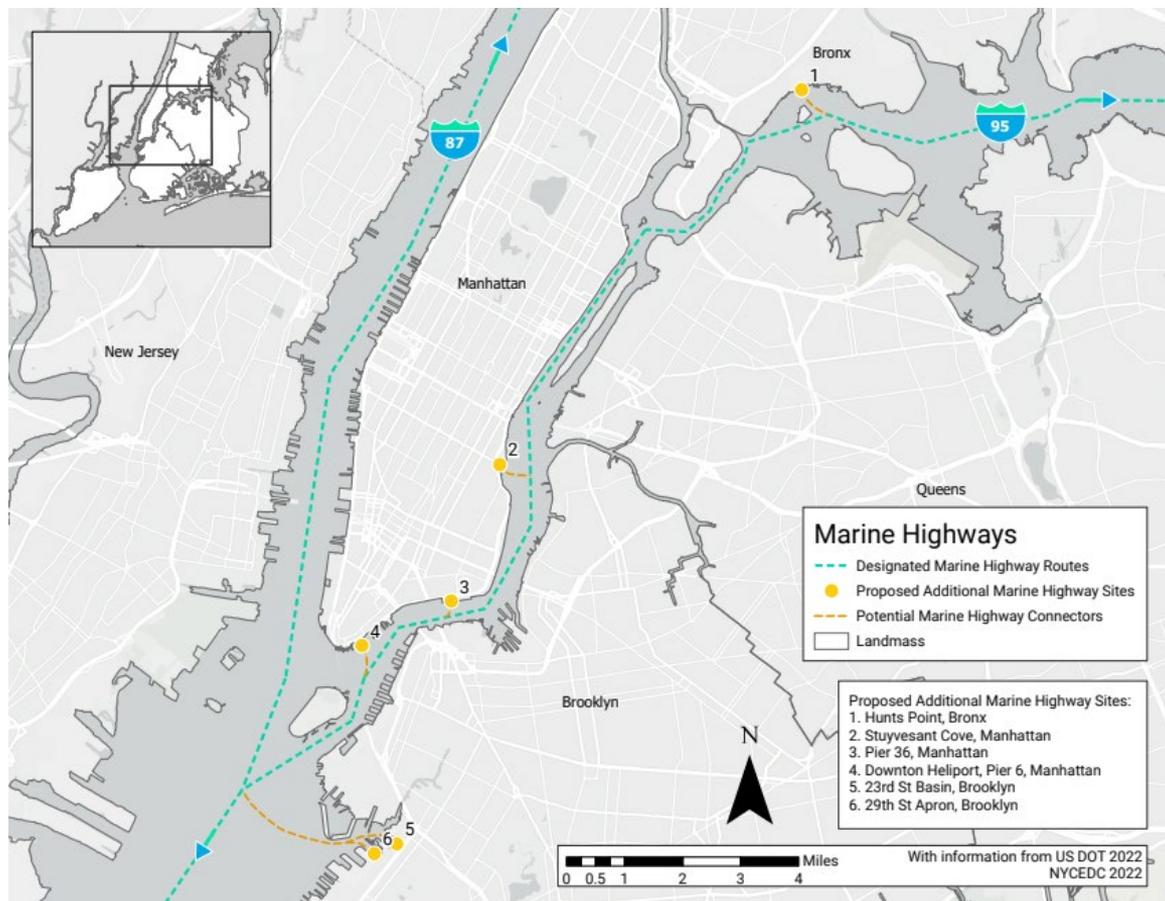


Other Examples

Marine Highway: MARAD funding for multi-site activation requiring NEPA EAS

Broadway Junction: public realm improvements requiring CEQR EAS and ULURP

Citywide Ferry Service: Ongoing service expansion and upgrades requiring CEQR & SEQRA



Awarded Contracts

- **Anticipated Contract Term:** Three (3) years with one (1) one-year renewal option, exercisable at NYCEDC’s sole discretion
- **Anticipated Contract Execution:** October 29, 2025
- **Anticipated Contract Value:** \$2,000,000 with opportunities to amend
- **Task Order Assignment Procedure:** Individual tasks and projects will be assigned through a competitive “Mini-RFP” process with an approximate two- to three-week turnaround for proposals as described in the scope of work as a Task Order

See RFP Summary in the RFP document for additional details (PDF Page 6).

M/WBE Goals and Narrative

– M/WBE Program

- M/WBE Program established in NYC Administrative Code, LL129 of 2005 and LL1 of 2013
- M/WBEs must be certified by NYC Dept. of Small Business Services

– Overall M/WBE Participation Goal for RFP: **38%** (as percentage of total contract value)

– Respondents must submit the M/WBE Narrative Form demonstrating how they will meet the M/WBE Participation Goal. It should:

- Speak in detail to respondent's commitment to ensuring proposed level of M/WBE participation

– At the task order assignment phase, Diverse Utilization goals will be placed:

- At each competitive "Mini RFP" phase Diverse Utilization goals (by race, ethnicity, and gender) will be placed.
- Consultants will be expected to submit proposals with their selected consultant team that will meet all disaggregated goals for that given task order.

– Respondents submitting proposals lower than the stated M/WBE Participation Goal shall receive a score of zero (0) for this selection criteria. Please note:

- M/WBE proposal submissions will be evaluated competitively against other submissions.
- MWBE narrative will factor into selection and account for 15% of the selection criteria.

See Exhibit 4 M/WBE Forms in the RFP document for the Narrative Form

Meeting M/WBE Goals

– Identifying M/WBE Partners

- Use [NYC SBS Online Directory of NYC Certified Businesses](#) to find M/WBEs in a specific field
- Network at this info session
- NYCEDC can assist in identifying M/WBEs
- Refer to good faith efforts section in draft contract for more ideas

– Make use of the Contract-Financing Loan Program

- Mobilization loans for M/W/DBE firms participating as either prime or subcontractor
- Amounts up to \$1M
- May be used to buy long lead equipment, material, and/or labor costs

See Exhibit 4 M/WBE Forms in the RFP document for the Narrative Form

Consultant Selection Criteria

- **20%** Respondent's experience in providing services similar to the Scope of Services
- **20%** Overall quality of the proposal
- **30%** Proposed fee and cost schedules
- **15%** Quality of the overall Consultant Team
- **15%** Proposed M/WBE narrative

See 2.2.8 Selection Criteria in the RFP document for additional details (PDF Page 8).

Proposed Staff and Fee Schedule

– List hourly rates for all titles included in the schedule

Position	Equivalent Titles	All Inclusive Hourly Rates
Principal in Charge		
Project Manager		
Task Lead		
Lead Planner		
Senior Planner		
Junior Planner		
Senior Transportation Engineer		
Junior Transportation Engineer		
Technical Specialist		
Environmental Specialist		
Senior Editor		
Editor		
Senior Production Manager		
Senior Graphic Designer		

See Exhibit 2 Sample Fee and Cost Schedule in the RFP document for additional details (PDF Page 30).

Key RFP Dates

- **Question / Clarification Deadline:** Friday, March 28, 2025
 - Questions regarding the subject matter of the RFP can be submitted via email to OnCallLandUseRFP2025@edc.nyc up until the questions / clarification deadline
 - Please do not contact NYCEDC staff directly with questions
- **Question Response Date:** Friday, April 11, 2025
 - Answers to questions asked today or submitted via email in advance of the question / clarification deadline will be made available at edc.nyc/rfp
- **Submission Deadline:** Monday, May 5, 2025
 - All submissions should be made electronically through the website as a single compressed folder labeled with the [company name](#)
 - Technical questions pertaining to downloading and submitting proposals can be sent to RFPRequest@edc.nyc up until the submission deadline

See RFP Summary in the RFP document for additional details (PDF Page 6).

Thank You

RFP Website: edc.nyc/consultant-services-call-land-use-services-and-traffic-engineering-services-rfp

RFP Email Address: OnCallLandUseRFP2025@edc.nyc

