

April 8, 2016

ADDENDUM NO. 2

**PROJECT: Preliminary and Final Design Services for Breezy Point Coastal Resiliency,
Borough Of Queens**

PIN: 8502016HW0045P

THE ADDENDUM IS ISSUED FOR THE PURPOSE OF AMENDING THE REQUIREMENTS OF THE
REQUEST FOR PROPOSALS AND IS HEREBY MADE A PART OF SAID REQUEST FOR
PROPOSALS TO THE SAME EXTENT AS THOUGH IT WERE ORIGINALLY THEREIN.

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The RFP and Contract are amended as set forth below:

Request for Proposals

- Delete pages RFP-15 and replace with the revised page RFP-15 included in this Addendum.

Contract

- Delete in Exhibit G pages 7 and 8 and replace with the revised pages 7 and 8 included in this Addendum.

**Contact: Nadira Kayharry, nansaran@ddc.nyc.gov
Phone No.: 718-391-3136**

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By signing in the space provided below, the Proposer acknowledges receipt of this Addendum.

**THIS ADDENDUM MUST BE SIGNED BY THE PROPOSER FOR THE CONTRACT AND
ATTACHED TO THE TECHNICAL PROPOSAL.**

**Andrew Cammock
Director of Professional Contracts**

Name of Proposer

By _____

Title _____

SECTION V. PROPOSAL EVALUATION AND CONTRACT AWARD PROCEDURES

A. Selection Process:

This is a Quality Based Selection (QBS) project. A DDC evaluation committee will review, evaluate and score all technical proposals pursuant to the criteria described below. This evaluation will determine each proposer’s technical score. DDC reserves the right to interview proposers and visit their offices for the purpose of clarifying their proposals, after which their initial technical scores may be re-evaluated. Proposers will be ranked in accordance with their technical scores. **DDC reserves the right to interview the top 3 ranked proposers and visit their offices for the purpose of clarifying their proposals, after which their initial scores may be re-evaluated.** The ranking will be submitted to the Executive Consultant Selection Committee (ECSC), who will certify the results and authorize fee negotiations to commence with the highest ranked firm.

DDC will attempt to negotiate fair and reasonable Fees and All Inclusive Hourly Rates with the highest ranked firm. Should negotiations fail with the highest ranked firm, DDC will enter into fee negotiations with the next highest ranked firm. The firm whose proposal is determined to be the most advantageous to the City will be awarded the project.

Note: Each proposer is required to submit a Fee Proposal for the project with its Technical Proposal; however, DDC will only open the Fee Proposal of the firm selected for negotiation in accordance with the process described above.

B. Technical Proposal Evaluation Criteria:

The Technical Proposal evaluation criteria are as follows:

- 1. Firms’ Capability (weight 30%)
- 2. Experience of the Firm & Subconsultants, Qualifications & Relevant Experience of Key Personnel (weight 30%)
- 3. Technical Approach (weight 30%)
- 4. Project Schedule in CPM MS Project format (weight 10%)

C. Basis of Award:

DDC will award a contract to the responsible proposer whose proposal is determined to be the highest quality and most advantageous to the City, taking into consideration the overall quality of the proposal as measured against factors or criteria as set forth in the RFP and successful negotiation of an appropriate fee. Such fee negotiation shall commence upon written notification and shall conclude no more than thirty days thereafter.

D. Supply and Service Employment Report:

Upon selection, the successful proposer will be required to submit one original copy of the Department of Small Business Services Supply and Service Employment Report, a copy of which can be downloaded from <http://www.nyc.gov/html/ddc/html/business/otherfrm.shtml>. Upon written notification, the proposer must submit the Supply and Service Employment Report within ten days of such notification.

I. SERVICES TO BE PERFORMED BY THE CONSULTANT

Preliminary Design Services: The Consultant shall perform the following Preliminary Design Services in accordance with the **General Requirements (GR), version August 2015**.

TASK 1: Project Development / Identification – GR Section 4.1

TASK 2: Environmental Assessment Statement – GR Section 4.35

The Design Consultant shall follow the GR Section 4.35 with the following exceptions:

The proposed project is expected to be funded with FEMA and CDBG-DR Program HUD Funds and is therefore subject to the National Environmental Policy Act (NEPA), and would require federal approval from FEMA in accordance with 44 CFR Part 10. The environmental review would also need to satisfy requirements of SEQRA (6 NYCRR 617.8) and CEQR (Sections 6-08 and 6-12 of Executive Order No. 91 of 1977), which requires that State and local government agencies consider the environmental consequences of projects over which they have discretionary authority before acting on those projects. The Consultant shall prepare all necessary environmental review documentation and any supplemental studies as applicable to satisfy NEPA and SEQRA/CEQR requirements for the federal, State, and local approvals required to implement the proposed project. It is expected that the federal and State/City environmental review processes and documentation will be coordinated to the extent practicable to avoid duplicative effort (e.g., Environmental Assessment (EA) analyses produced for the NEPA review will also be used and supplemented as necessary to be consistent with the analysis methodologies and threshold impacts defined in the 2014 CEQR Technical Manual).

While the plan is currently at a conceptual level and no conclusions have been drawn regarding potential impact significance, it is noted that the scale of the project may warrant a federal Environmental Assessment (EA). The Design Consultant proposal should describe its strategy for coordination of the environmental review processes and required analysis documentation. The Design Consultant will also be responsible for the drafting of the NEPA and SEQRA/CEQR determinations and/or findings to conclude the environmental review, and all associated public notices. As indicated above, the Design Consultant will be responsible for completing all NEPA documentation necessary for the Environmental Review Record, including, at a minimum, a FEMA-format Environmental Assessment with Statutory Checklist, an Environmental Assessment Factors Checklist, and all necessary SEQRA/CEQR documentation. It is expected that the supporting environmental analyses will include more detailed impact evaluation for all applicable EA checklist and CEQR Technical Manual categories where potential adverse impacts could be expected. The analyses should utilize the methodologies and thresholds identified in the 2014 CEQR Technical Manual.

All environmental review documents/reports will include NEPA/SEQRA/CEQR topics of analysis, as appropriate, to satisfy federal, State and local environmental review requirements. The Consultant shall coordinate with federal, state, and local environmental resource agencies. Given the scope of the project, the environmental review documentation would likely necessitate analyses or discussion within technical areas such as:

- Land Use, Zoning and Public Policy
- Open Space

- Socioeconomic conditions
- **Shadows**
- Historic and Cultural Resources
- Urban Design and Visual Resources
- Natural Resources
- Hazardous Materials
- Water and Sewer Infrastructure
- Transportation
- Air Quality
- Greenhouse Gas Emissions and Climate Change
- Noise
- Public Health
- Neighborhood Character
- Construction
- Floodplain management / floodplain impacts

Permits: The **Design** Consultant(s) shall work and coordinate with all required reviewers and agencies regarding the receipt of all necessary documents and permits for compliance resolution. **Copies of all existing permits will be provided to the winning Design Consultant.** Permits from the following agencies are anticipated for the proposed project:

1. U.S. Army Corps of Engineers
2. NYS DOS - Federal Coastal Zone Management Act
3. NYS DEC
4. NYCDEP Waterfront Revitalization Program
5. **U.S. Fish & Wildlife Service & National Marine Fisheries Service**

In addition, the Design Consultant shall coordinate with the U.S. Coast Guard, as applicable.

Deliverable(s): The **Design** Consultant shall develop a list and schedule of necessary permits and approvals prepare and submit permit studies and documentation.

TASK 3: Community Outreach

The Community Outreach Task described below is intended to run the course of the Project. Throughout the Project, under the direction of the Project Team, the Design Consultant shall engage with community stakeholders to set priorities for purposes of review and comment, and to shape the Project's process.

In consultation with the Project Team, the Design Consultant shall meet with Community Boards, non-profits, the Council Members, the Borough President, other elected officials, adjacent property owners, and other interested groups, which are anticipated to include U.S. National Park Service / Gateway National Recreation Area, Parks and Recreation, USFWS, NYS & NYC DOT, Sanitation, private utility companies, etc.

Stakeholders Meetings