MARINE PARK ALLIANCE

RFP Question Responses: Marine Park Natural Areas Framework

Submissions and Project Management

1. Is there a proposal page limit, a page limit on specific sections of the proposal, or a limit on the number of sample projects to be provided?

   There are no page or sample project limits. Proposals should address all submission requirements as concisely as possible.

2. For the sample work being requested, is it acceptable for us to provide a link to a OneDrive site to access content to allow for larger file sizes, or are PDF attachments preferred?

   Yes, it is acceptable to provide a link to work samples in lieu of PDF attachments.

3. Are you encouraging only Brooklyn-based and MWBE-certified consultants to apply, or are you open to partnerships between such firms and a large A&E firm as well? If the latter, is there a minimum participation requirement by the Brooklyn-based MWBE firm?

   MPA encourages Brooklyn-based and MWBE-certified consultants to apply but welcomes all qualified firms. Partnerships with Brooklyn-based or MWBE-certified firms are not required, and no minimum participation requirement applies.

4. Does the project team have to be consultant-led, or can local universities also lead the project or be co-investigators?

   The project team need not be consultant-led; university-led teams and university partners are welcome.

5. Will there be a prebid meeting or post-submittal short list or interview?

   MPA may interview selected finalists, but will not be holding a prebid meeting.

6. Are there any additional regulatory or administrative requirements associated with the federal EPA funding, such as the preparation and approval of a Quality Assurance Project Plan (QAPP)?

   MPA has already prepared and submitted a Quality Assurance Project Plan for this project. We do not anticipate that this administrative requirement will affect the project schedule.

7. The proposal submission requirements request hours and rates for each portion of the scope of work. Could you clarify whether the fee proposal should provide a fixed fee for each task or a more detailed breakdown of the estimated hours each consultant will devote to each task, along with their respective hourly rates?

   The RFP requests an itemized budget with estimated hours and hourly rates for each portion of the scope. This budget should be broken down by task and may include information on individual consultants and hourly rates by task. Proposals may also identify additional services or enhancements that could be added pending funding availability.

8. Is NYC Parks staff anticipated to participate in the Marine Park Natural Areas Framework Plan process? How will NYC Parks be involved in the project? Do you see them as part of the technical engagement component?

   Yes. NYC Parks is partnering with MPA on this project and should be involved in the site assessments and technical engagement.

Schedule

9. The RFP identifies Site Assessments & Technical Engagement as occurring in Fall 2026-Winter 2027, while the anticipated contract award date is December 15, 2026. Should respondents assume this phase will begin following the contract award in Winter 2027?

   Yes. Work is expected to begin in December 2026, with site assessments and technical engagement continuing through Winter 2027.

10. What is the anticipated project duration?

    MPA anticipates completing the project within one year, by December 15, 2027.

11. You provide specific timeframes for the phases/tasks in the RFP; are these flexible? Would you be open to modifications in that schedule to support more efficient or robust site assessments and/or engagement, as long as the December 2027 deadline is met?

    The timeframes provided in the RFP may be subject to change with the explicit written consent of MPA and the selected consultant.

Synthesis

12. Will the Marine Park Alliance provide the selected consultant with prior plans, studies, surveys, geospatial data, and site assessments of the park?

    MPA will share a synthesis of existing ecological data and planning documents with the selected consultant.

13. Is the synthesis of existing ecological data and planning documents already assembled, and could MPA share a list of its titles or contents, including the 2023 visitor study, before the proposal deadline?

    MPA will share the synthesis with the selected firm. The 2023 visitor study is summarized in MPA's 2023 Strategic Plan, available on MPA's website.

Site Assessments & Technical Engagement

14. Can you share the list of community stakeholders now and are they able to be on consultant teams to support the engagement task? Have the community advisors already been selected?

    Community stakeholders have not yet been selected for this project. Community stakeholders should not also serve on consultant teams.

15. Who are the targeted scientists and land managers that Alliance plans to target for the technical workshop? Does MPA already know which selected scientists, land managers, and partner organizations they'd like to participate in the technical workshop?

    The site assessment and technical workshop will engage selected scientists, land managers, and partner organizations with expertise on the restoration history of Marine Park and similar natural areas. This group of stakeholders has not been recruited yet. MPA will lead stakeholder outreach with support from the selected consultant.

16. Is the site assessment envisioned as a data collection effort or more of a site "visual scan" to understand conditions/stressors previously identified more broadly?

    The site assessment is not envisioned as a data collection effort, but rather a convening of informed stakeholders to identify potential restoration opportunities, common stressors, invasive species, debris, hydrologic impairments, and shoreline vulnerabilities.

Community Engagement

17. Are you anticipating all stakeholder engagements to be in-person?

    At least two listening sessions/public workshops must be held in person; additional sessions may be held virtually.

18. What is the capacity of the engagement venue provided by MPA, and how might this inform the size of the engagement sessions?

    At least one of the listening sessions/public workshops should be held in Marine Park's Carmine Carro Community Center, which has a capacity of 275. We do not expect that individual in-person events will exceed that capacity threshold.

19. For the multilingual outreach requirement, should the consultant prepare multilingual materials, or will MPA-provided translation services cover both written materials and live interpretation at events?

    MPA will provide translation services for outreach, written materials, and live interpretation, as needed.

20. What are the other primary languages that will be targeted for translation services?

    MPA will determine the languages targeted for translation services based on the results of early community engagement.

21. For budgeting purposes, should respondents assume three, four, or five public workshops/listening sessions?

    Respondents may propose scalable budgets for three, four, or five sessions,

clearly identifying costs for each option. The final number will be determined in consultation with the selected consultant based on community needs and the project budget.

22. Please confirm that MPA will lead participant recruitment and community outreach for the public workshops through its existing community and stakeholder networks.

    MPA will lead participant recruitment and community outreach, with support from the selected consultant.

23. Is a prior relationship with MPA and local stakeholder groups needed, or will interested stakeholders have to be identified during the project performance?

    No prior relationships are required. MPA and its partners will identify stakeholders during the project; consultants may also recommend additional stakeholders.

24. For the mapping exercises included in the community engagement task, can you clarify what MPA envisions being mapped?

    The public workshops/listening sessions should include, at a minimum, an opportunity for participants to use maps to discuss the locations of specific restoration opportunities and needs within the park.

25. Does the $100,000 budget include reimbursable costs such as printing, event supplies, interpretation equipment and childcare or food at workshops?

    MPA will cover printing, event supplies, interpretation, and childcare separately, as necessary. Other reimbursable expenses should be identified in proposals.

Restoration Framework/Preliminary Conceptual Designs

26. What level of detail is expected for the preliminary conceptual designs: planning-level diagrams/sketches, or more developed concept plans with dimensions, grading, planting, or other design information?

    Planning-level diagrams and sketches are expected; detailed engineering or construction documents are not required.

27. Should respondents assume that all 5-10 priority restoration opportunities will receive the same level of conceptual design and cost estimating?

    Yes. All 5-10 priority restoration opportunities should receive a consistent level of conceptual design and cost estimating.

28. Are you looking for just site assessment and stakeholder outreach-based assessment of 5-10 viable projects, or would you need additional scoping GIS/modeling assessments as well?

    Additional GIS or modeling assessments are not required but may be proposed if beneficial.

29. In the restoration framework development, are you looking for cost estimates that include design only, or design, permitting, construction, and post-construction management as well?

    Cost estimates should cover design, permitting, procurement, and construction. Post-construction management cost estimates are valuable as well.

30. Are you looking for project recommendations on all six target ecosystem characteristics, or specific subsets?

    The 5-10 priority restoration opportunities should collectively address all six target ecosystem characteristics. We do not expect that any individual restoration opportunity will necessarily address all six target ecosystem characteristics.

31. What format does MPA desire for the publishable document to identify the projects at the end of the process?

    The final framework should be a polished, publicly accessible document that identifies and prioritizes habitat restoration and shoreline resilience projects, integrates community input, and provides sufficient detail to support future funding applications.

Expected Outcomes

32. Will MPA require assistance with fundraising efforts, or is fundraising outside the scope of the consultant's services?

    While fundraising is outside the scope of this project, MPA's goal is to create a framework document that will position priority projects for future implementation funding.

33. How does MPA expect to use the framework after December 2027: by its own staff in grant applications, by NYC Parks in capital requests, or both, and are there specific funders or programs already in view?

    MPA and NYC Parks will use the framework to advance priority projects toward implementation funding from city, state, federal, and philanthropic sources.

34. Has MPA identified and/or secured any committed implementation funding for the restoration opportunities from city, state, federal, or philanthropic sources, or is the expectation that these commitments will be made after the completion of the project?

    MPA has not secured any committed implementation funding. Our intention is to use the framework to advance priority projects toward implementation funding from city, state, federal, and philanthropic sources.