



**New York City Community Garden Coalition
Request for Proposals For Landscape Architecture/Engineering Design,
and Planning Services Lower East Side Community Gardens
Green Infrastructure Feasibility Study**

Questions & Answers
April 11, 2016

QUESTION 1.

What type of geotechnical investigation is required? (i.e. deep borings at 20 feet, infiltration testing at 5 feet, etc.?)

RESPONSE:

Geotechnical investigation is incumbent on the selected firm to determine. It has, however, been determined that, on a preliminary basis, borings are estimated to be between 5-8 feet. PT testing will also be required at 5' and 10' using the 'Falling Head in situ test method'

QUESTION 2.

Will NYCCGC provide existing and proposed plans for the area? If so, what type of information is available (i.e. existing conditions/utility plans?) and how will this information be provided to the team (i.e. PDF, CAD, etc.?)

RESPONSE:

There are no known green infrastructure projects that the NYCCGC is aware of for the area. There is an on-going water main replacement project and continuous utility work being performed on various streets, but not in the community gardens. Any work being done in the gardens will be provided to the selected firm.

NYCCGC will provide any plans in our possession and will assist to coordinate with any City agencies that may hold these plans. It will be the responsibility of the selected firm to secure all/any existing plans for the area.

QUESTION 3.

Can a copy of the actual Grant documents be made available as part of the RFP?

RESPONSE:

Yes. The approved grant application can be made available upon request via email to Aziz Dehkan at aziz@nyccgc.org

QUESTION 4.

Is there any information or data available as to how severely each garden was flooded during Sandy or other recent major rainfall event? How high were floodwaters in various gardens?

RESPONSE:

Please see the attached "Exhibit A" excerpt from the "Lower Manhattan NY Rising Community Reconstruction Plan" describing the storm damage that occurred in the Study Area. Agency records reflect four (4) community gardens were flooded. Updated flood maps are public information maintained by FEMA.

QUESTION 5.

Is the team responsible to find or create geotechnical and utility mapping for all 47 gardens?

RESPONSE:

Mapping will only be required in those community gardens where green infrastructure improvements are being pursued as part of the first phase of implementation. These locations will be determined in the planning process. The NYCCGC does not anticipate projects being conducted in every community garden.

QUESTION 6.

How comprehensive should these base maps be?

RESPONSE:

Collection and analysis of base maps must be as comprehensive as necessary to validate feasibility of the proposed green infrastructure practice.

QUESTION 7.

What base drawings and technical information can be provided by NYCCGC or public agencies?

RESPONSE:

The NYCCGC will be providing all base drawings and technical information in our possession. It is the responsibility of the consultant to gather any additional information from the respective agency and/or utility.

QUESTION 8.

Are we responsible for specific designs for each garden or the creation of a kit of parts? Can it be a combination of these approaches?

RESPONSE:

The selected firm is responsible for 1. A Feasibility Study for the entire project area that may or may not include a 'kit of parts' and 2. a project phasing strategy and 3. Conceptual designs for projects site identified to be pursued as part of Phase 1 implementation.

QUESTION 9.

The RFP mentions BMP (Best Management Practices). To what extent is innovation encouraged?

RESPONSE:

Innovation is highly encouraged.

QUESTION 10.

Can adjacent buildings be considered in the Green Infrastructure design (for example rain water from roofs)?

RESPONSE:

The impact on adjacent buildings must be considered; however, rooftop rainwater collection is not within the scope of the project.

QUESTION 11.

How important is local history and culture in the development of the projects?

RESPONSE:

Understanding the local history and culture is vital to the success of the overall project.

QUESTION 12.

Who is the responsible party / receiving agent approving the flow head permeability tests of the geotechnical investigations? (as required in Task2, #2b)

RESPONSE:

The selected firm is the responsible party/receiving agent approving the flow head permeability tests of the geotechnical investigations.

QUESTION 13.

What NYC standards should the geotechnical investigations meet. Should these meet DEP / DOT procedural standards?

RESPONSE:

The geotechnical investigations must meet DEP/DOT procedural standards.

QUESTION 14.

Are the costs of the geotechnical investigations to be included in the cost of the consultant proposal? If not, who is funding this work?

RESPONSE:

Yes.

QUESTION 15.

Can the team suggest less expensive alternative methodology for conducting geotechnical investigations?

RESPONSE:

Yes. The NYCCGC expects the selected firm/team to propose less expensive alternative methodology for conducting the geotechnical investigations.

QUESTION 16.

Does the NYCCGC expect that each garden will have a geotechnical investigation completed or is a smaller subset of the 47 gardens allowed?

RESPONSE:

After the initial review of all gardens, it is expected that only those gardens with the highest risk will be analyzed in detail. While all gardens are a part of the feasibility study, a smaller subset of the remaining gardens needs to be included in the study.

QUESTION 17.

What is the schedule for conducting the Feasibility Study, does the NYCCGC have a completion date in mind?

RESPONSE:

The Study is scheduled to be completed by November, 2016.

QUESTION 18.

What performance standards is the NYCCGC looking to meet with the Green Infrastructure design? Or is the design team expected to establish site specific criteria?

RESPONSE:

The performance standards at each site will be dependent on the existing conditions and goals for each site.

QUESTION 19.

What is the expectation on the level of design specific to each garden? There is no design scope described between the Feasibility Study and Construction / Implementation phase. Is full design documentation expected?

RESPONSE:

Based on the proposed projects identified in the planning process, the design team will be required to provide conceptual design and estimated cost for each project proposed for implementation.

QUESTION 20.

Who owns the land of the gardens?

RESPONSE:

Thirty-eight (38) gardens are owned by NYC Parks Department; two (2) gardens are owned by NYRP; five (5) gardens are owned by the Manhattan Land Trust; one (1) is owned by DOE; and one (1) garden is owned by a private land trust.

QUESTION 21.

Will the consultant have direct contact with the garden leaders? Or will the NYCCGC mediate communication.

RESPONSE:

The NYCCGC Gardens Rising team, with the selected firm, will have direct contact with the garden leaders.

QUESTION 22.

Please provide the addresses and sizes of the 47 gardens.

RESPONSE.

Please see the attached "Exhibit B" garden addresses.

QUESTION 23.

Given the nature of the professional requirement to complete the feasibility study for the boring, we presume that the cost for the boring is exclusive to the cost proposal necessary for the RFP. Therefore we wish to confirm the party responsible for hiring and compensating the Boring contractor.

RESPONSE:

The selected firm will be responsible for subcontracting with a qualified firm to complete the borings. Accordingly, the selected firm will be responsible for boring subcontractor.

QUESTION 24.

Does the consultant need to provide evidence of insurance prior to the contract award, during selection process or after contract award?

RESPONSE:

Yes.

QUESTION 25.

Schedule (IV) Lump sum price goes in a separate envelope. Does the MWBE Utilization Plan need to go in a separate envelope as-well or does it go with the rest of the documents?

RESPONSE:

It is not submitted in a separate envelope. Please include with primary response documents.