



Request for Proposals (RFP)

Southern Boulevard Brownfields Opportunity Area
Nomination Study Consultant

RELEVANT INFORMATION

RFP Release Date: September 20, 2023

RFP Due Date: Send proposal in digital (PDF) format by 11:59 PM on Wednesday, November 1, 2023, to rbrosco@ympj.org with the subject line: Nomination Study Consultant

Interviews of Accepted Applicants: mid-November

Selection of Consultant: early December

Work projected to begin January, 2024

Project period 12-18 months

Project must meet all BOA grant requirements, and the cost of the nomination study may not exceed the grant allocated amount of \$250,000.

ISSUING ORGANIZATION:

Youth Ministries for Peace and Justice, Inc.

1384 Stratford Avenue

Bronx, NY 10472

www.ympj.org

Contact: Reece Brosco, Brownfields Program Manager via email at rbrosco@ympj.org



A. ORGANIZATION/PROJECT BACKGROUND

The mission of Youth Ministries for Peace & Justice, Inc. (YMPJ) is to rebuild the neighborhoods of Bronx River and Soundview/Bruckner Boulevard in the South Bronx by preparing community members to become prophetic voices for peace and justice. We accomplish this through political education, spiritual formation, youth development, and community development and organizing. YMPJ's mission includes providing assistance to low-income immigrant communities in need of legal and social services to assist them with obtaining citizenship and becoming self-sufficient members of the Bronx community, in addition to organizing the community to act in ways that benefit their interests. YMPJ currently offers direct services to our community for individuals and families seeking entitlement benefits and/or immigration-related services. We also offer programming and run campaigns that tie into all aspects of our mission and goals.

Continuing YMPJ's transformative work, YMPJ, in partnership with The New York State Department of State, intends to complete a Nomination Study for an approximately 55.6-acre area with potential brownfield sites that are located on the east and west banks of the Bronx River in South Bronx. The issues and opportunities include: the lack of public access to the Bronx River waterfront; lack of green space in the study area; the lack of pedestrian pathways between Bronx River Greenway and the neighborhoods of Soundview and Foxhurst; leaching of pollutants and chemicals from small manufacturers and auto businesses; uninviting edge conditions of the Bronx River; and underutilization of the waterfront properties.

Project objectives are to develop strategies that will address community needs for open space, affordable housing, and living wage jobs; build a foundation for future growth by enhancing the environmental and economic performance of the area's regionally significant industrial sectors; and reclaim the area's waterfront as a unique environmental and economic asset. Funding is provided by the Department of State via its Brownfield Opportunity Area (BOA) program. Therefore, this project must meet all BOA grant requirements and the cost of the nomination study may not exceed the grant allocated amount of \$250,000.



B. STATEMENT OF NEED

Historic industrial uses, including automotive storage, coolants/refrigerants manufacturing, and hazardous waste generating activities have led to soil contamination within the proposed BOA footprint. Additionally, increased green space and community waterfront access can accelerate economic development and reduce environment-based non communicable disease rates. Funding was allocated from the EPA in 2015 to study several brownfield clusters along the Bronx River. However, key aspects of the existing conditions analysis were omitted and community engagement around the specific study area proposed here was lacking in the EPA study. Funding is needed to bridge the gap between the 2015 EPA funded study and community-driven needs in order to achieve a BOA designation along the Bronx River in the South Bronx.

C. IMPORTANT REGIONAL PROJECT-RELATED CONCERNS

Located between two disjointed park sites along both the East Coast Greenway and the Bronx River Greenway and extending down the west bank of the river to Soundview Park, the Southern Boulevard BOA designation will connect these open areas and produce a connected landscape within the South Bronx. Increasing connected open space will reduce flooding and provide a green transportation route for South Bronx residents and commuters who use the corridor. This project will create jobs and economic investment in the Southern Boulevard Business Improvement District adjacent to the proposed BOA and the Soundview Economic Hub located within it. It will leverage the investment the Small Business Service has made in revitalizing the corridor and will address community-driven economic development concerns.

D. PROJECT ATTRIBUTION AND NUMBER OF COPIES

The contractor must ensure that all materials printed, constructed, and/or produced acknowledge the contributions of the New York State Department of State to the project. The materials must include the following acknowledgment:

“This (document, report, map, etc.) was prepared for the New York State Department of State with state funds provided for the Brownfield Opportunity Areas Program.”

The contractor must submit to Youth Ministries for Peace and Justice, Inc, and the New York Department of State 5 copies of all products, unless otherwise specified.

The contractor shall ensure that all materials printed, constructed and/or produced with funding provided by the Brownfield Opportunity Areas program form a unified and coherent



report and include the components, tasks and elements described in this contract. Submission of pre-existing and/or standalone data and reports are not acceptable as substitutes.

E. SCOPE OF WORK

Included in the attached reference materials is “Attachment A – WORK PLAN”, which provides a detailed description of the tasks to be completed under Youth Ministries for Peace and Justice, Inc.’s Brownfield Opportunity Area Contract with the State of New York.

The major goals of the project include:

- enhance the natural waterfront
- support expansion and connections to the Greenway
- create a continuous waterfront public way
- activate uses and entries along the waterfront.
- improve pedestrian safety (especially from Fannie Lou Hammer High School) and ADA accessibility at major intersections.
- create additional spaces for active recreation along the shore public walkway (basketball courts, workout stations, playgrounds) and passive spaces to enjoy the natural landscape.
- develop recreational spaces in the study area
- create mixed-use affordable housing developments with local ground floor retail (clothing), restaurants, and possible community space (library, rec center).
- address illegal parking due to the large number of auto shops in the area.
- clean and beautify streets and sidewalks, especially under the elevated train and in construction areas, to create a better pedestrian and shopper experience.
- install temporary public art along construction barriers and vacant lot fences to foster continuity of the commercial corridors.

F. Consultant Selection Criteria

Respondents will be reviewed by the Youth Ministries for Peace and Justice Brownfield Opportunity Area Nomination Steering Committee (the “Steering Committee”) and selected according to a competitive review process. Top-ranked respondents will be invited for an interview and proposal presentation. Please note that although the budget will be considered in consultant team selection, an award will not be made solely on a low bid basis. Other factors for ranking consultant qualifications shall include:

- Demonstrated experience facilitating community planning and visioning processes.
- Technical skills and experience to provide community presentations, progress reports, detailed property data retrieval and production of GIS maps and photographs and analysis of the property sites within the BOA area.
- Relevance of proposed management team, key personnel availability, financial strength and familiarity with community and/or similar projects.



- Special knowledge relevant to the project, including Southern Boulevard BOA geographic area.
- Cost-effectiveness and innovative approach of the proposal.

The qualifications outlined above shall be demonstrated through the following required deliverables:

- Project Scoping Session & Project Deliverables Completion Outline
- Analysis of the Southern Boulevard BOA (including inventory and descriptive profile of the BOA and its underutilized properties, site data collection reports, and GIS mapping, analysis of site constraints, needs and opportunities, market research, redevelopment feasibility analysis, gap analysis to determine need for financial subsidies, and corresponding presentation materials.)
- Interagency workshops (if necessary)
- Community Participation and facilitation plan
- Environmental Assessment Form
- Draft and Final Nomination Report
- If appropriate, produce application to advance selected project(s) for NYS BOA program Pre-Development funding

Overall, proposals will be reviewed and ranked on:

- Quality of Proposal: Is it well organized and thoughtful? Is it responsive to the RFP for the BOA area?
- Capacity of Respondent: Is the respondent qualified to do the work? How is this demonstrated? Are there sufficient resources available to perform the work on time?
- Experience of the Respondent: Does the respondent have the proven ability to perform the tasks and reach the objectives presented? How closely does the respondent's experience match the project's requirements? If there is a gap, how has the respondent addressed it?
- Suitability of client list and responses from references.

MWBE Requirements:

Minority and women-owned businesses are strongly encouraged to respond. Consultant Teams must fully comply and cooperate with Article 15-A of the New York State Executive Law. These requirements include equal employment opportunity for certified Minority and Women Owned Enterprises (MWBE). Consultant teams may be disqualified if they cannot adhere to the MWBE goals for this contract. For the purposes of this procurement, there is an overall goal 30% MBE or WBE. Any combination of MBE or WBEs is acceptable (including 0% of one and 30%), as long as the 30% threshold is met.



G. Submission Guidelines

Please email a digital copy of not more than 10 pages of text (excluding cover letter, table of contents, resumes, and fixed cost bid) addressing the following:

1. Firm Contact Information
2. Form of Organization
3. Consultant Team
4. Key Personnel (management team, including subcontractors) and their role, experience, and expertise
5. Statement of qualifications
6. Statement of availability of key personnel (the Consultant Team will be expected to meet with the Steering Committee to provide updates on progress and to address any issues/questions committee members may have)
7. Proposed project deliverables and timelines/target dates for completion of reports, plan studies, presentations, etc.
8. Fee Proposal: Respondents must provide a cost estimate for the overall project and provide a breakdown of cost by team member and by Task (and if applicable, by sub-consultant team)
9. Client List
10. Previous project lists and references in the following areas:
 - a. Large scale Urban Planning Initiatives
 - b. Brownfield Remediation
 - c. Zoning and development in New York City; and areas comparable to the BOA area
 - d. Analysis of economic conditions and market trends
 - e. Sustainable Development
 - f. Community visioning projects and consensus development



Reference Materials - Southern Boulevard Brownfield Opportunity Area

1. Complete Southern Boulevard BOA Work Scope - Attachment A - WORK PLAN (Pages 8 - 23)
2. Southern Boulevard BOA - Map of Boundaries (Page 24)
3. [Link to Bronx-River Sheridan Expressway Brownfields Area-Wide Plan](#)



Attachment A - WORK PLAN

Based on the New York State BOA Designation Guidance document, YMPJ requires the following to be included in the scope of work:

1. Community and Stakeholder Participation Plan

The contractor shall collaborate with YMPJ to prepare a Community and Stakeholder Participation Plan of agreed upon public outreach and techniques to ensure meaningful public participation in the planning process. This includes an anticipated schedule of public meetings, other outreach methods and techniques that will be used to ensure public participation throughout the course of preparing the Nomination. This shall be completed in coordination with a Steering Committee composed of YMPJ staff, members from the New York State Department of State, New York City of Environmental Remediation and committee stakeholders.

Public participation should occur early and consistently in the process through:

- Project Presentations at Ongoing Neighborhood Meetings
- Informational meetings held specifically for this project
- Door to Door Canvassing to raise awareness for the study
- Presentations/Tabling at Ongoing Immigration Workshops
- Presentations/Tabling at Saturday Soup Kitchen Meals
- Public programming at local parks
- Presentations/tabling at local houses of worship
- Presentations/tabling at public housing
- Social media outreach
- Visioning Workshops

Public participation will occur early and consistently in the process and YMPJ will provide DOS with a minimum of two weeks' advance notice of all proceedings relative to the public participation process.

Community outreach will inform the public about the project and serve as a means for the public and stakeholders to participate in forming the plan, thus ensuring community support and understanding. YMPJ will submit the public participation outline to DOS for review and approval prior to beginning community engagement.

Public participation will include:

- the use of a local steering committee to guide plan preparation

- the preparation, update and maintenance of a community contact list that includes the names, addresses, telephone numbers, and e-mail addresses of individuals and organizations with a stake in the proposed area. This is to be used on a regular basis to keep stakeholders informed of progress on the plan
- an initial public kick-off meeting to explain the BOA Program and the project's intent and scope and to solicit initial public input to develop, refine, or confirm the community's vision for the study area, project goals and objectives, opportunities and constraints
- the review of the vision statement, goals, and objectives
- review of the existing conditions analysis
- review of the transportation flow to understand transportation and mobility needs
- review of the economic and market trends analysis and an exploration of alternative approaches to redevelopment and revitalization
- a public presentation and informational meeting on the draft BOA Plan that solicits feedback on the entire project, including the strategic sites, redevelopment strategies, findings of all analyses, and key recommendations.

- Methods and techniques will include:
 - public informational or outreach meetings
 - stakeholder interviews
 - visioning sessions
 - design charettes
 - workshops
 - discussion groups
 - surveys
 - public meetings and hearings

Product:

DOS Approved Community and Stakeholder Participation Plan, including anticipated schedule of public proceedings. YMPJ and the contractor shall be responsible for carrying out the plan.

Component 1: Draft BOA Plan

The draft BOA Plan will include the following elements:

Element 1: Description of the Project and Area Boundary



The contractor will work with YMPJ to prepare a narrative and visual description of the following elements:

A. Lead Project Sponsors

Description of YMPJ and project partners, including the relationship and organizational structure between the YMPJ and the municipality.

B. Project Overview and Description

Overview of the project, including: the relationship of the study area to the South Bronx community and region; acreage in the study area; and the number and size of brownfield sites and other abandoned, vacant, or partially developed sites located in the proposed BOA. The description will include the relationship of the proposed BOA to existing comprehensive plans and economic development initiatives, reports and strategies with an emphasis on creating linkages between related planning and implementation efforts.

The description shall include the area's revitalization potential in terms of a range of opportunities, including:

- new uses and businesses
- creating new employment and generating additional revenues
- new public amenities or recreational opportunities
- restoring environmental quality

The contractor will be responsible for the map which will feature:

- A map showing the boundary of the BOA area
- A Community Context Map that shows the location and relationship of the community (in which the proposed BOA is located) to the surrounding municipality, county and region

C. Community Vision and Goals

YMPJ will work with the Contractor to develop a cohesive vision statement for the area will be prepared with a list of specific goals to be achieved relative to community redevelopment and revitalization as shaped and expressed by the community.

Project goals will be expressed in terms of opportunities for:

- development projects that align with community needs
- new housing
- improved economic conditions

- advancing environmental justice concerns
- additional open space and/or recreational amenities
- enhancing resiliency
- Increased waterfront access for the community
- Increased connectivity to the East Coast Greenway
- Sustainable transportation infrastructure

Goals reflective of sustainable community development will include:

- fostering distinctive, attractive communities with a strong sense of place
- strengthening and directing development towards existing communities' centers
- mixing land uses
- taking advantage of compact building design
- creating a range of housing opportunities and choices, including affordable housing
- reusing historic buildings and preserving historic sites such as the Cass Gilbert Train Station
- preserving open space
- providing a variety of transportation choices (public transit, pedestrian, bicycle, etc.)
- creating walkable neighborhoods
- improving social, economic, and environmental resilience in the community
- using best management practices for storm water management
- making development decisions predictable, fair and cost effective
- encouraging community and stakeholder collaboration in development decisions

D. BOA Boundary Description

The Contractor will work with YMPJ to finalize the proposed BOA boundary. The borders of a BOA boundary will follow recognizable natural or existing boundaries such highways, local streets, rail lines, municipal jurisdictions or borders, or water bodies. The project study area will be around 55.6 acres.

In determining the borders, YMPJ, the Contractor, and project partners will explain the consideration given to:

- land uses that affect or are affected by identified potential brownfields, vacant, or underutilized property



- natural or cultural resources with a physical, social, visual or economic relationship to identified potential brownfields
- areas necessary for the achievement of the expressed goals of the BOA

Map Requirement: The description will include a BOA Boundary Map that clearly shows and identifies the location and boundaries of the study area

Products: A complete narrative Description of the Project with the community's vision and goals, BOA Boundary, and all required maps, as described in Task 3.1 above. This will be presented in the draft BOA Plan as Section 1.

Element 2: Description of Community Participation Process and Outcomes

The contractor will assist YMPJ in preparing a narrative description of the following elements:

A. Outcomes from Community and Stakeholder Participation

Description and analysis of community and stakeholder input and feedback received during meetings and workshops or other community participation, as outlined in Component 2. This analysis will identify key outcomes that inform the project. YMPJ will also provide a detailed description of all meetings and workshops and other community outreach activities that occurred.

Product: A complete narrative description of the activities and outcomes from Community and Stakeholder Participation as described in Task 3.2 above. This shall be presented in the draft BOA Plan as Section 2.

Element 3: Existing Conditions Analysis

YMPJ and the Contractor will work together to prepare an analysis of the existing conditions of the proposed BOA that include the following elements:

A. Community and Regional Context

The Contractor will be 100% responsible for writing the Community and Regional Context. It will include a description of the contextual relationship of the proposed BOA



to the community, municipality, and region that places the proposed BOA area into a larger context. The description will include indicators relevant to the BOA Plan study, such as:

- demographic information, including socially vulnerable populations
- housing trends and needs
- economic conditions
- land use history and current status
- transportation systems
- Infrastructure
- Natural features
- current and future hazard/climate risks (e.g., information from local and/or State Hazard Mitigation Plan)

B. Inventory and Analysis of the Proposed BOA

The Contractor will be responsible for 60% of the inventory and analysis for the entire BOA, including a thorough analysis of existing conditions, opportunities, and reuse potential for properties located in the proposed BOA. This analysis will provide support for the reuse potential of strategic sites that are identified by the community as catalysts for revitalization. The Contractor will provide computer-based research while YMPJ will conduct ground truthing and photographic activities.

The purpose of the inventory and analysis is to make specific and realistic recommendations in the proposed BOA for implementation projects, including land and groundwater use. Therefore, this analysis will include all of the relevant information needed to contextualize and develop these recommendations.

In order to clearly organize and present the inventory and analysis, the BOA may be divided into logical geographic sectors, or subareas. The study area, sectors, and/or subareas must be described in terms such as: total acres; acres developed and vacant, including strategic sites for redevelopment; and percent of the total area or sector developed with specific land use types and percent of land area vacant.

The inventory and analysis shall include, but not be limited to, an analysis of the following:

Existing Land Use and Zoning

The Contractor will do 80% of the work involved in an analysis of the existing land use pattern and zoning districts within the BOA. YMPJ will be responsible for the other 20%

of the work involved which will include compiling previous research on the areas within the proposed BOA. The Contractor's analysis will include:

- location of study area as it relates to the community
- total land area in acres and area of each sector or subarea in acres of the proposed BOA
- existing and adjacent land and water uses including, but not limited to, residential, retail, commercial, mixed use, water-dependent, industrial and manufacturing, publicly or privately owned vacant or underused sites, dedicated parks and dedicated open space, and institutional uses, and cultural uses
- land area committed to each land use category
- brownfield sites and all underused, abandoned, or vacant properties that are publicly and privately owned
- known data about the environmental conditions of the properties in the area
- climate/hazard risk data or information
- existing zoning districts and other relevant local laws or development controls guiding land use including but not limited to historic districts
- local, county, state or federal economic development designations or zones

Map Requirements:

The analysis of the existing land use pattern and zoning must include:

- an Existing Land Use Map that shows the pattern of existing land use
- an Existing Zoning Map that shows the location and type of zoning districts as well as economic designations or zones

Brownfield, Abandoned, and Vacant Sites

The consultant will conduct an inventory, analysis and narrative description of brownfield, vacant and abandoned sites within the BOA area. The inventory will include the physical features, including location, proximity to other key sites, size and condition, potential contamination issues, historic hazard impacts, current and future climate/hazard risks, and use potential.

This inventory and analysis will be based on: review of existing or historical records and reports, aerial or regular site photographs, and existing remedial investigations, studies and reports; field observations from locations adjacent to or near the site, or, if permission is granted, from being present on the site; interviews with people that are familiar with the land use history of the site; and/or any other known data about the environmental conditions of the properties in the proposed BOA, as needed.

For each relevant brownfield and abandoned or vacant site, complete descriptive profiles will be provided. These profiles will include details that describe the relevance of these sites in relation to the proposed BOA study and contribute to an understanding of the reuse potential of these sites. This will include:

- site name and location, including owner, site address, and size in acres
- location on the Underutilized Sites Location Map
- current use or status and zoning
- existing infrastructure, utilities, and site access points
- proximity to existing transportation networks
- natural and cultural resources or features
- If applicable, flood zone and which type (A,AE)
- adjacent uses
- environmental and land use history, including previous owners and operators
- known or suspected contaminants, and the media which are known or suspected to have been affected (soil, groundwater, surface water, sediment, soil gas) based on existing environmental reports and other available information
- use potential (residential, commercial, industrial, recreational) including potential redevelopment opportunities

Map Requirement:

The analysis of the Brownfield, Abandoned, and Vacant Sites will include an Underutilized Sites Location Map that clearly shows the location, borders and size of each brownfield site and other underutilized, abandoned or vacant sites showing private or public ownership, with an identifying reference to the attached profiles.

Land Ownership Pattern

The consultant will provide a description and analysis of the private and public land ownership including: land and acres held in public ownership (municipal, county, state, and federal); land held in private ownership; brownfields held in private or public ownership; and land committed to road/rights-of-way will be included.

Map Requirement:

The description will include a Land Ownership Map that shows public and private land ownership.

Parks and Open Space



The consultant will provide a description of all public (municipal, county, state, and federal) and privately-owned lands that have been dedicated for or committed to parks or open space use including an analysis of adequacy of parkland, condition and utilization. YMPJ will serve as a conduit for collaboration with the NYC Parks Department and NYC Department of City Planning.

Map Requirement:

The description will include a Parks and Open Space Map that shows lands that have been dedicated or committed for park or open space use.

Building Inventory

The consultant will provide an inventory, description and analysis of key buildings in the area, including building name, levels, gross square footage, original use, current use, condition, and ownership. YMPJ will aid the building inventory study by YMPJ staff assisting with ground truthing of online data.

Map Requirement:

The description will include a Building Inventory Map that shows the location of key buildings.

Historic or Archaeologically Significant Areas

The consultant will provide a description and analysis of historic or archaeologically significant areas, sites, districts, or structures that are of local, state or federal significance. YMPJ will provide the Community Asset Mapping and information gathering for this section of the Nomination Study.

Map Requirement:

The description shall include a Historic or Archaeologically Significant Areas Map that shows resources of historic significance (may be shown as part of the Building Inventory Map).

Transportation Systems

The consultant will provide a description and analysis of the various transportation systems (vehicular, rail, subways, air, navigable waterways, esplanades) in the study area and the types of users (truck, car, bus, ferry, train, subway, recreational and commercial vessels, pedestrian, bicyclists, etc.). YMPJ staff will serve as a liaison



between Amtrak and the community and bring YMPJ's local and organizational experience around transportation infrastructure redevelopment

Map Requirement:

The description shall include a Transportation Systems Map that shows transportation networks and systems.

Infrastructure

The consultant will provide a description and analysis of the area's infrastructure (water, sewer, storm water, etc.) and utilities including location, extent, condition and capacity. This description and analysis will also include parking lots and garages. YMPJ will support this section by providing ground truthing of online information and serving as green infrastructure, stormwater management, and resiliency experts.

Map Requirement:

The description will include an Infrastructure and Utilities Map that shows the area's primary infrastructure.

Natural Resources and Environmental Features

The consultant will provide a description and analysis of the area's natural resource base, environmental features and current conditions including: upland natural resources and open space; surface waters and tributaries, groundwater resources and use; wetlands; flood plains; erosion hazard areas; fish and wildlife habitats; air quality maintenance areas; visual quality; agricultural lands; and locally, state, or federally designated resources. YMPJ will bring organizational expertise in climate change and impacts on the landscape to this section of the study.

Map Requirement:

The description shall include a Natural Resources and Environmental Features Map that shows the location of primary natural resources and environmental features.

C. Economic and Market Analysis

The consultant will develop an economic conditions and market analysis with findings that define realistic future use scenarios for key sites within the proposed BOA. Future land uses will be economically viable, resilient, compatible, and appropriate for the area targeted for redevelopment. YMPJ will bring local in-depth knowledge of the small business landscape as well as previous market analyses to the nomination study.



The economic analysis will focus on select datasets and indicators that provide insight into the particular socio- economic and market conditions and opportunities within the proposed BOA area and immediate region. These conditions and opportunities may also be identified through stakeholder interviews, community input, real estate analysis, existing studies, and secondary datasets.

The outcomes of the economic and market analysis will be described in relation to potential reuse scenarios for sites within the BOA area. The economic and market analysis shall consist of a micro (neighborhood, street, block, site specific) analysis and may consist of a macro (state and regional) analysis, if applicable.

D. Strategic Sites

The consultant and YMPJ will collaborate to develop a list of strategic sites developed from supportive criteria identifying the most likely sites to spur area-wide revitalization. Based on the analyses above, YMPJ will identify a thorough list of strategic sites for redevelopment, as well as a description of the process and criteria used to determine the strategic sites selected. This should include a detailed rationale for how these criteria were selected by the community and stakeholders.

Factors that may be used to identify strategic sites will include: overall importance to the community and the revitalization effort; location; ownership and owner willingness; on-site structures; level of contamination; property size and capacity for redevelopment; potential to spur additional economic development or positive change in the community; potential to improve quality of life or to site new public amenities; community support for proposed projects for the site; adequacy of supporting or nearby infrastructure, utilities and transportation systems; levels of current and future climate/hazard risks; and other factors as may be determined by the community.

Site profiles will be created for all strategic sites.

Map Requirement:

A map will be created for strategic sites that have been identified through the planning process.

E. Environmental Review of Strategic Brownfield Sites

The consultant and YMPJ will collaborate to provide a list of candidate sites that will be considered for Phase 2 site assessment funding. Prior to completion of the summary analysis and findings, YMPJ and the consultant will hold discussions with DEC and DOS regarding the identified strategic brownfield sites that may be candidates for site assessment funding. The recommended discussions will serve to aid in prioritizing the



sites that may be eligible for Phase 2 site assessment funding or technical assistance under BOA, the State's remedial programs (i.e., Environmental Restoration Program, or Brownfield Cleanup Program), or other programs.

F. Key Findings of Inventory and Analysis

The consultant and YMPJ will collaborate to present a set of key findings drawing from community and stakeholder input, analysis of the proposed BOA area, economic and market analyses, and strategic sites analysis will be included. These key findings should lead to clear, actionable recommendations for revitalization and redevelopment, to be outlined in detail in the following section.

The key findings should describe, but are not limited to, the following:

- clear comparison of proposed future uses and necessary or desired zoning changes to existing land use and zoning
- publicly controlled and other lands and buildings which are or could be made available for development or for public purposes
- potential interim land uses for strategic brownfield sites that have been identified by the community as catalysts for revitalization
- climate or hazard risks, including, but not limited to, potential impacts on future land uses, infrastructure, and populations
- necessary infrastructure improvements and other public or private measures needed to stimulate investment, promote revitalization, and enhance community health and environmental conditions
- opportunities for properties located in the proposed BOA, with an emphasis on redevelopment of properties identified as strategic sites including reuse as residential, commercial, industrial and recreational or cultural amenities
- conditions and requirements for anticipated redevelopment for strategic sites

Product:

A complete narrative of the analysis of the proposed BOA, all required maps, and site profiles for relevant brownfield, abandoned and vacant sites and all identified strategic sites as described in Task 3.3 above. This shall be presented in the draft BOA Plan as Section 3.

Task 3.4: Final Recommendations and Implementation Strategy

A. Recommendations for Revitalization and Redevelopment



A summary analysis and recommendations for revitalization and redevelopment shall be prepared based on the more thorough analysis of the tasks above. Comments from the committee and DOS must be reflected in the summary analysis/recommendations.

These recommendations will focus on reuse and redevelopment opportunities and needs for properties located in the proposed BOA. They will include detailed redevelopment concepts for strategic sites that have been identified by the community as catalysts for revitalization. These concepts may include strategies such as enhancing retail, mixed use, industrial, recreational, cultural, infrastructure, trail networks, and public amenities. These redevelopment concepts will culminate in a discrete set of public and private implementation projects with next steps required to advance these projects.

Map Requirement:

The Recommendations and Revitalization Strategy will include a Revitalization Actions Map visually illustrating recommended projects and improvements.

B. Implementation Strategy and Matrix

The contractor shall develop an implementation strategy that outlines short- and long-term projects and related actions required to advance redevelopment. This should be based on the summary recommendations outlined in Section A – Recommendations for Revitalization and Redevelopment.

The implementation strategy shall be based on a set of redevelopment concepts that guide the implementation approach. These redevelopment concepts will articulate a clear direction for future use of targeted sites and/or subareas, based on the analysis of community priorities and opportunities for the BOA area.

Information presented for each project will include: responsible party(ies), estimated cost, possible funding sources, a timeframe for implementation, and any interim pre-development activities that may be required. Projects included will be specific and actionable.

Products:

- Final set of recommendations for revitalization and redevelopment
- Summary of points of agreement regarding necessary actions for the successful implementation of the BOA Plan
- Implementation strategy and matrix of prioritized projects and activities to advance revitalization of the study area
- This will be presented in the draft Nomination

Element 4: Completion of the draft Nomination Study

The contractor will prepare a draft Nomination Study incorporating the elements discussed above as well as summaries of additional technical analyses that may have been undertaken as part of the Nomination study and present in a format that may be prescribed by DOS.

The Executive Summary shall include, in no more than fifteen (15) pages, the following:

- Community and project overview and description, including the study area boundary
- The community's vision for the area, major goals and objectives
- Public participation process
- Conditions, opportunities and assets in the study area and key natural resources
- Economic niche or economic opportunities based in part on economic and market trends
- Strategic sites and associated redevelopment opportunities
- Key findings and recommendations

The draft document shall be submitted to DOS for review and comment, and all comments shall be reflected in the draft BOA Plan. The contractor must submit both a hard copy and an electronic copy of the draft BOA Plan.

Product:

Draft Nomination Study

Element 5: Final BOA Plan and Application for Designation

Task 5.1: Public Meeting

In consultation with DOS, the contractor will work with YMPJ to conduct a public information meeting to solicit public input on the Draft BOA Plan. A written summary of public input obtained at this meeting will be prepared.

Products:

- Public meeting held
- Minutes/summary of meeting prepared.

Task 5.2: Preparation of Final Nomination Study



Based on comments received during the review period, the contractor shall prepare a final Nomination Study. YMPJ will review the final Nomination Study and provide comments which will be revised before the Nomination Study is submitted to DOS for review and approval. All comments must be addressed to the satisfaction of DOS in subsequent versions of the final BOA Plan.

Products:

- Final BOA Plan approved by the DOS
- Supporting documentation including a GIS shapefile of the BOA boundary and photographs of the area

Task 5.3: Application for Designation

Upon completion of all tasks and receipt of acceptable report products, the contractor will submit an application for designation of the BOA. The application for designation of the Brownfield Opportunity Area shall include the following materials:

- Letter of request: A cover letter requesting consideration by the Secretary of State for designation of the Brownfield Opportunity Area.
- Public Notice and Presentation of Supporting Documentation: Documentation demonstrating required public participation has been completed.
- Complete BOA Plan: A complete BOA Plan will be submitted both electronically and in hard copy. The hard copy will be provided in a 3-ring binder, with a cover sheet to indicate the location of the required elements within the Nomination document. A pdf of the BOA Plan suitable for web posting will also be submitted.
- A digital map of the area proposed for BOA designation, submitted in Shapefile or Geodatabase format.

Product:

Completed application for designation of the BOA and a complete designation package.

Element 6: NYS Environmental Quality Review

Task 6.1: NYS Environmental Quality Review

YMPJ's preparation and adoption of a BOA Plan funded through the Brownfield Opportunity Area program will comply with the State Environmental Quality Review Act (SEQRA). YMPJ is the Lead Agency for the purposes of SEQRA. YMPJ will prepare,



distribute and file a Full Environmental Assessment Form for purposes of evaluating the importance/significance of the impacts associated with preparing and adopting a BOA Plan. Upon completing the Full Environmental Assessment Form, YMPJ will make a Determination of Significance in accordance with SEQRA and its regulations. If the Determination of Significance results in a Positive Declaration, YMPJ will prepare a Draft Generic Environmental Impact Statement for the Draft BOA Plan in accordance with SEQRA and its regulations and guidelines. If the findings of the Determination of Significance are such that the BOA Plan will not have at least one significant adverse environmental impact, a Negative Declaration may be prepared and filed. If a Negative Declaration is prepared and filed, then a Draft Generic Environmental Impact Statement will not be necessary and no further actions are necessary under SEQRA and its regulations. The contractor shall determine whether a SEQRA public hearing will be held on the Draft BOA Plan. Completed SEQRA documents for the BOA Plan actions will be submitted to the Department.

Products:

- Completed Full Environmental Assessment Form and associated SEQRA determination statements (Positive Declaration or Negative Declaration).
- If the Determination of Significance results in a Positive Declaration, YMPJ, shall prepare a Draft Generic Environmental Impact Statement for the Draft BOA Plan in accordance with the SEQRA regulations and guidelines.
- If a Draft Generic Environmental Impact Statement is prepared, a SEQRA public hearing shall be held and the hearing notes should be submitted to the Department.

Southern Boulevard BOA - Map of Boundaries

