The Boston Redevelopment Authority ("BRA") d/b/a Boston Planning & Development Agency ("BPDA")

"Boston's Framework for Greening While Growing"
REQUEST FOR PROPOSAL ("RFP")

Boston Planning & Development Agency
One City Hall Square, Room 910
Boston, MA 02201-1007

ADDENDUM NO. 1 dated March 1, 2024

This addendum modifies, revises, amends, and supplements designated parts of the **"Boston's Framework for Greening While Growing" REQUEST FOR PROPOSAL ("RFP")** issued on **February 5, 2024** and is hereby made a part thereof by reference and shall be as binding as though inserted in its entirety in the locations designated hereunder.

Wherever portions of any addendum are in conflict with a previous addendum, the addendum bearing the latest date shall govern. It shall be the responsibility of each consultant to notify all sub-consultants of any changes or modifications contained in this addendum. No claim for additional compensation due to the lack of knowledge of the contents of this addendum will be considered. Consultant(s) are hereby notified they must acknowledge this addendum as part of the RFP submission requirements.

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General

Item 1: The following questions were received in writing by the date and time specified in the RFP and the response is as follows:

Logistics: Interviews, Scope of Services, etc.

Q1: Is the firm that is chosen for this project (Boston's Framework for Greening While Growing) precluded from being awarded future projects that are associated with this work, either public or private projects?

A1: The respondent selected for Boston's Framework for Greening While Growing would not be precluded from being awarded future public projects associated with this work if it doesn't provide an advantage to one consultant over another.

Q2: Can you confirm whether interviews will be in-person or virtual? Both are mentioned on pg. 22 of the RFP.

A2: All interviews will be virtual.

Q3: What is the approval process to formalize the report going to be like?

A3: BPDA will manage the approval process that includes interdepartmental coordination. The consultant will be responsible for providing the final deliverable materials to support this process.

Q4: The RFP mentions zoning recommendations in a few places. Could you clarify if zoning recommendations are an anticipated part of the scope of this plan? Is it desirable or necessary for teams to include a land use attorney or other zoning expert?

A4: No. This work may inform BPDA and BPRD-led processes, including design review and zoning mechanisms. Concurrent to this project, the BPDA will be conducting a separate study "Legal Considerations for Open Space: Precedents, Models, and Best Practices for Legal Protections". Progress from this study will be shared with this project team.

Tasks, Deliverables, etc.

Q5: The RFP says that the BPDA will complete a preliminary analysis of POPs with various attributes. Do you anticipate new attributes to be developed through the planning process that will need to be collected?

A5: The BPDA currently has point data in GIS with basic information about each POPS site that has a legal agreement in place. This should be sufficient for city-wide analysis. If within a focus area it is determined that more information is needed

(spatial layout of the site, materials, programming), the BPDA will lead the effort on securing this information and will provide it to the consultant.

Q6: Could you clarify if consultant teams are expected to develop new GIS data layers, for example in Task 2.2?

A6: No, BPDA will provide all necessary GIS data.

Q7: Could you clarify if you are looking for consultant teams to undertake an inventory of publicly accessible open spaces?

A7: No, BPDA will provide GIS data for publicly accessible open spaces.

Q8: Does the work include potential programming for spaces?

A8: Yes, programming recommendations may be informed by priorities set in BPRD's OSRP if active recreation is appropriate for the size of the space. Findings from Boston Design Vision may inform the programming of spaces that are more appropriate for community gatherings. A lot of the programming ideas will likely be typological - i.e. what types of programs make sense based on the scale of the site and the type of development it is within?

Q9: Are all city-owned properties included in this study? Is the public realm (BTD-operated right of ways) a part of the scope, too?

A9: This excludes public open space areas that are not accessible, i.e. land around train tracks or urban wilds, and public streets and sidewalks.

Q10: Will private landowners whose properties identified as potential open space be involved in the project?

A10: The scope of the project will focus on Publicly Accessible Open Spaces, this primarily includes current publicly owned parkland and planned developments with commitments to Privately Owned Public Spaces. There may be currently undeveloped land (ie industrial areas) that will be evaluated as part of this process. The BPDA anticipates that this project will provide a vision for the open space network that will identify opportunities for expansion and recommend next steps. If privately owned land is identified, any coordination with private landowners would happen after the completion of this project.

Q11: I see a deliverable is listed as ARCGIS StoryMap. Are you open to other platforms?

A11: The ArcGIS StoryMap is what we have used in the past and is widely used by other City of Boston departments and teams. The ArcGIS platform allows for unlimited content and maintenance. It's informative, interactive and easy to put together. However, we have utilized non-ESRI tools previously, so the choice will depend on various factors beyond ease of use and visual appeal, such as cost, maintenance, server access, etc. There is an openness to other platforms, but it will need to be approved.

Community Engagement

Q12: Given that the study area is large, who is expected to participate in the Engagement Process? Does the City already have groups in mind?

A12: The scope is quite large, it would help to identify key priorities given geographic opportunities. We have multiple planning efforts underway and we see opportunities to leverage those existing engagements. Broad engagement will be focused on a strategy to keep the larger public up to date on the project. This will include providing supporting material to the BPDA for a project website, branding, and social media content. The majority of the engagement scope will come from identifying focus groups in priority areas.

Q13: Can you provide more specificity re: the anticipated outreach tactics and number of community touchpoints in Task 3.1 Community Engagement?

A13: Some anticipated outreach tactics include leveraging BPDA & BPRD social media, newsletters, advertising engagement events via local news outlets. It is expected that the respondent team will provide additional outreach tactic suggestions that will lead to successful engagement that is interactive, inclusive, accessible, and creative. The number of community touchpoints will be determined based on project understanding of needs by the selected consultant team, BPDA, and BPRD. Given that engagement will leverage findings from previous engagement efforts regarding open space, there will be an expectation of a range of 4-6 broad community touchpoints.

Q14: Can you provide an estimated number of stakeholder/focus group meetings to occur in Task 3.2 Stakeholder Engagement?

A14: It is estimated that the number of internal stakeholder meetings would be a range of 3-5 meetings over the span of the project. This number will be confirmed through Task 1.1. It is estimated that there will be a range of 5-8 focus group meetings. These focus groups could be categorized by topics or stakeholder type. The appropriate number of focus groups will be confirmed based on key findings learned from community engagement and analysis and will be agreed upon by BPDA and BPRD with the selected consultant team.

Design Vision

Q15: How do you expect this project to integrate with the design vision? Will there be open space recommendations coming out of the design vision that will guide this plan directly?

A15: It is expected that this project will reflect the values and intention of the Design Vision in regards to creating Publicly Accessible Open Spaces that are welcoming, inclusive, and accessible. The outcomes of the Design Vision will include recommendations in regards to typologies that further the ability for Bostonians to engage with the built environment in a diversity of ways that further support a sense of belonging, identity, and community.

Q16: To what extent does BPDA see leveraging cultural offerings across publicly accessible open spaces being part of this plan's analysis and recommendations?

A16: It is expected that Publicly Accessible Open Spaces be welcoming and inclusive to reflect the diversity of the City.

Tim Mathis
Interim Director of Finance/Chief Procurement Officer
END OF ADDENDUM 1