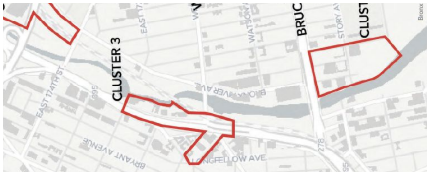
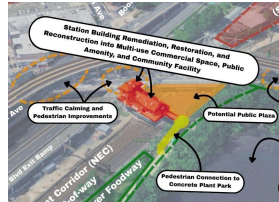


February 26th, 2026 - RFP Information Session

Brownfield Redevelopment Action Plan and Assessment RFP Information Session



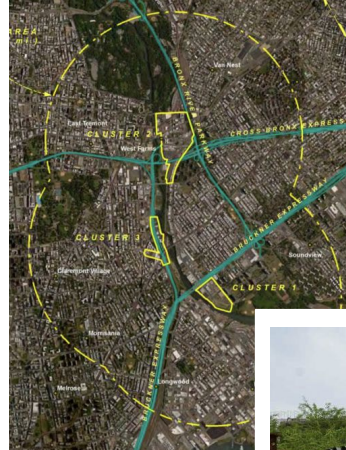
Youth Ministries for Peace and Justice, Inc. (



Information Session Agenda

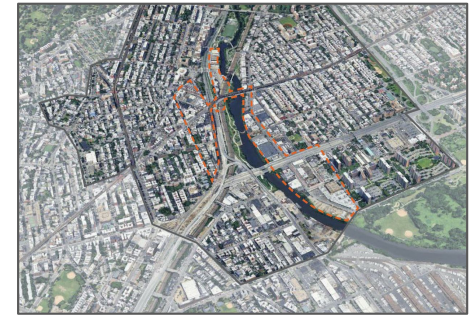
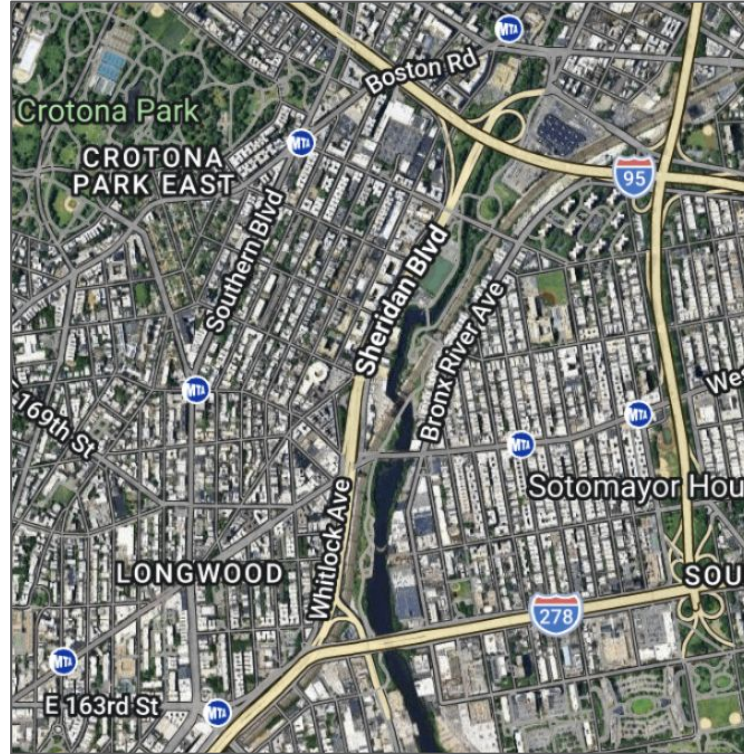
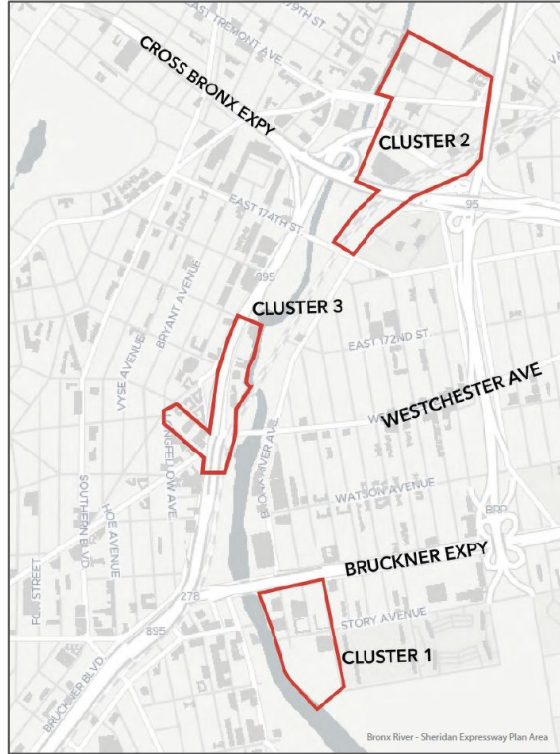
1. Presentation (10:10 am - 10:30 am)

- a. Project Background
 - i. Assessment Area Overview
 - ii. 2019 EPA Bronx River - Sheridan Expressway Area Wide Plan
 - iii. 2025 NYSDOS Southern Blvd Brownfield Opportunity Area
- b. Scope of work
 - i. Task 1: Project Planning, Management, and Compliance
 - ii. Task 2: Community and Stakeholder Planning and Participation
 - iii. Task 3: Brownfield Redevelopment Action Plan
 - iv. Task 4: Environmental Site Assessments (Phase I and Phase II)
 - v. Task 5: Site-Specific Analysis for the Cass Gilbert Train Station
- c. Proposal Components
 - i. Cost Proposal
- d. Proposal Selection Criteria
- e. Proposal Submission Instructions



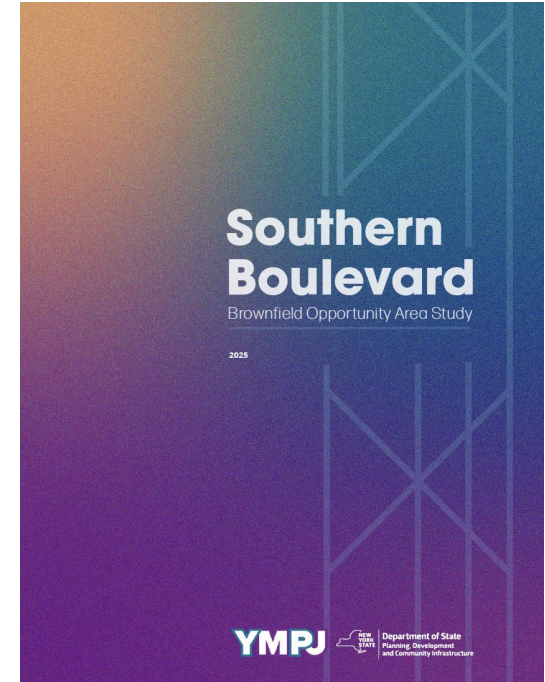
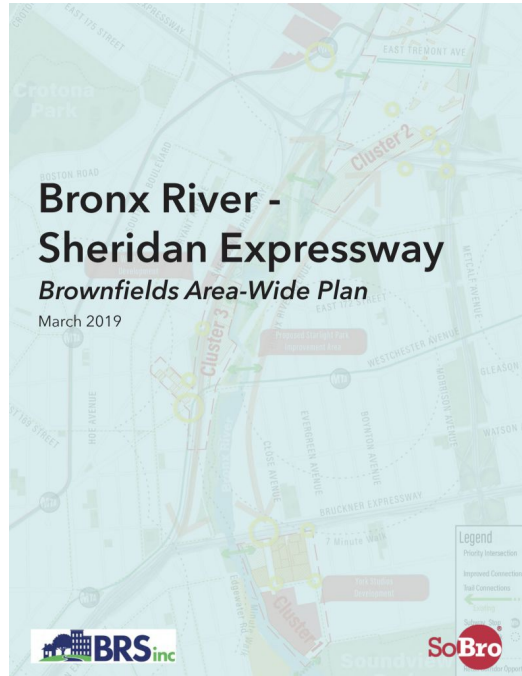
2. Q&A (10:30 am - 11:00 am)

Assessment Area



Project Background

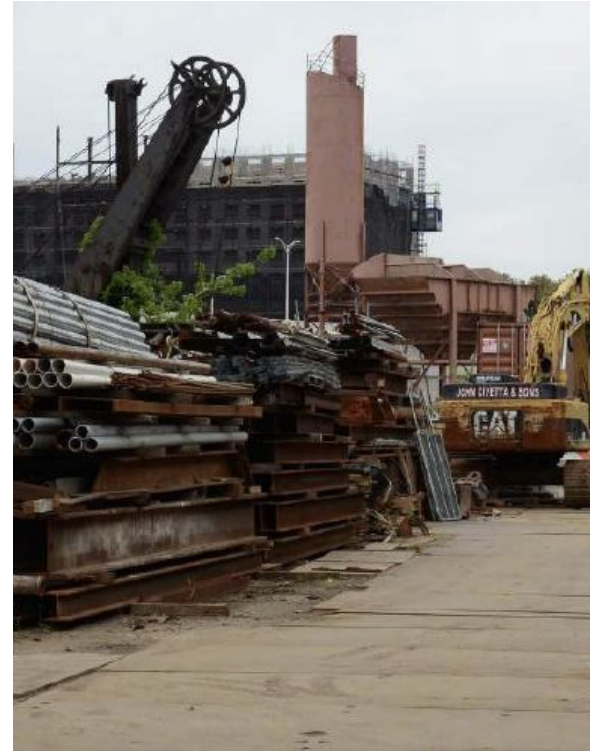
- 2019 EPA Bronx River - Sheridan Expressway Brownfields Area-Wide Plan
- 2025 NYSDOS Southern Boulevard Brownfield Opportunity Area



Scope of Work

The selected consultant will provide project management support, community and stakeholder engagement, conducting environmental site assessments (Phase I and II), and developing a Brownfield Redevelopment Action Plan.

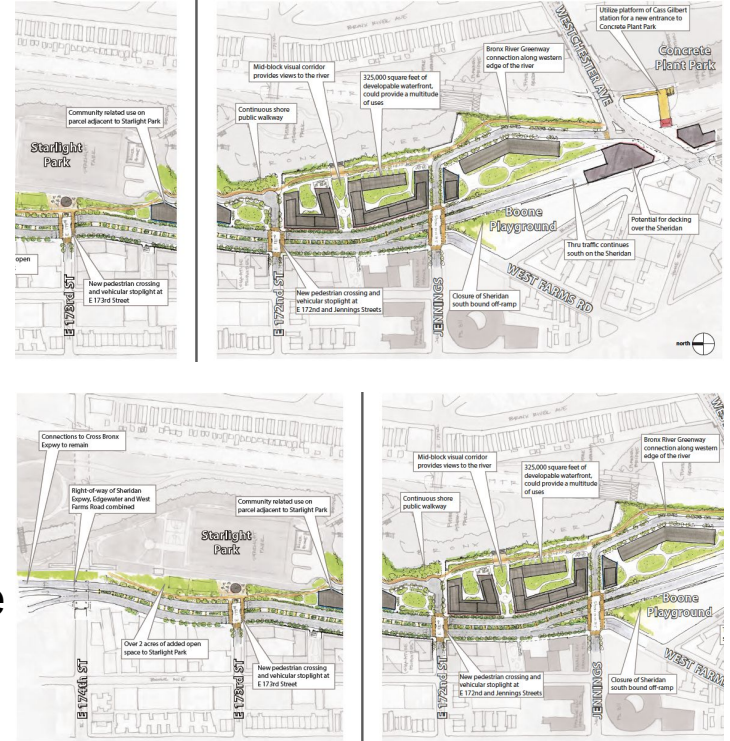
- Project management support, documentation
- Community and Stakeholder Participation Plan
- Five (5) Phase I ESAs
- Contingent upon the results of Phase I ESAs, two to five (2-5) Phase II ESAs
- Developing Brownfield Redevelopment Action Plan outlining actionable steps for site cleanup and redevelopment, including clean-up and redevelopment cost estimates and visuals that incorporate community-driven priorities and vision



Task 1: Project Planning, Management, and Compliance

The consultant(s) will assist YMPJ with general project management, including:

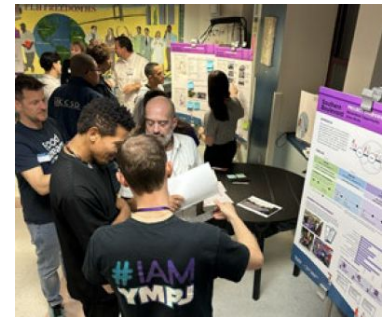
- Develop project work plan/timeline; progress tracking
- Attending bi-weekly meetings; maintaining meeting notes and related documentation
- Assisting in preparing quarterly reports
- Assisting in preparing relevant Quality Management Plan (QMP), Quality Assurance Project Plans (QAPPs), and other required quality control documentation



Task 2: Community and Stakeholder Planning and Participation

The consultants will assist YMPJ with community and stakeholder engagement, including:

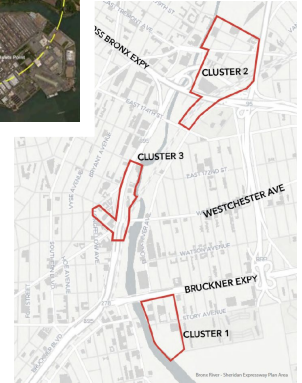
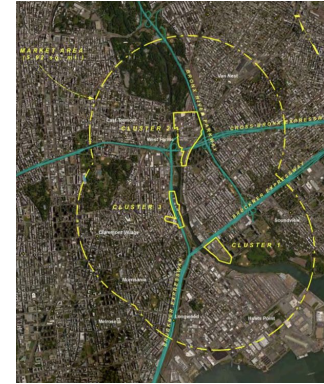
- Developing a Community and Stakeholder Participation Plan in collaboration with YMPJ and the project Steering Committee; schedule, strategies, documentation
- Supporting design and facilitation of public meetings, workshops, and other participatory community events
- Developing accessible visual and informational community oriented materials relevant to visioning and site assessment
- Site prioritization



Task 3: Brownfield Redevelopment Action Plan

The consultant(s) will collaborate with YMPJ to develop a Brownfield Redevelopment Action Plan focused on five (5) priority sites, including:

- Identifying five (5) priority sites for Phase I and Phase II ESAs
- Conducting feasibility analyses and outlining action steps for key sites based on ESA findings, ownership, and land use considerations
- Outlining actionable steps for site cleanup and redevelopment, including clean-up and redevelopment cost estimates and visuals that incorporate community-driven priorities and vision.
- Identifying funding or partnership opportunities to support redevelopment efforts.



Task 4: Environmental Site Assessments (Phase I and Phase II)

The consultant(s) will lead environmental assessments for the brownfield sites prioritized in Task 3: Brownfield Redevelopment Action Plan. This is anticipated to include:

- Conducting a total of five (5) Phase I Environmental Site Assessments (ESAs). One Phase I ESA should focus the Cass Gilbert Westchester Train Station (see Task 5); incorporating findings in Brownfield Redevelopment Action Plan
- Contingent upon the results of Phase I ESAs, conducting Phase II ESAs; incorporating findings in the Brownfield Redevelopment Action Plan
- Preparing QAPP and other EPA-required documentation, including supporting required property-specific reporting in the EPA's ACREs system.



Task 5: Site-Specific Analysis for the Cass Gilbert Station

The consultant(s) will lead environmental assessments for the vacant Amtrak train station at Westchester Ave. This is anticipated to include:

- Conducting one (1) Phase I Environmental Site Assessments (ESAs); incorporating findings in Brownfield Redevelopment Action Plan
- Contingent upon the results of Phase I ESAs, conducting Phase II ESAs; incorporating findings in the Brownfield Redevelopment Action Plan
- Preparing QAPP and other EPA-required documentation, including supporting required property-specific reporting in the EPA's ACREs system.



Proposal Components

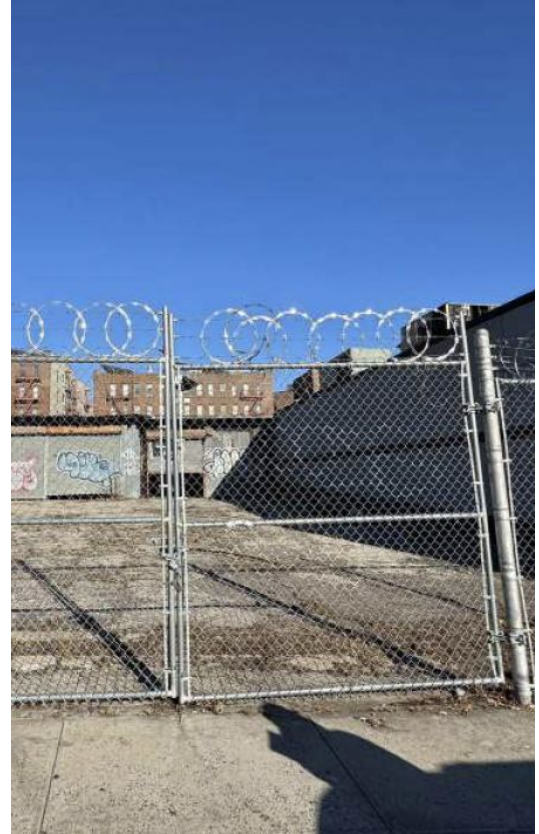
Proposals should include:

1. Cover Letter
2. Consultant Qualifications
3. Approach to Scope of Work
4. Previous Experience and References
5. **Cost Proposal**
6. Additional Documentation



Cost Proposal

- Provide a detailed cost breakdown, including the following:
 - Hourly rates for all personnel involved in the project.
 - Estimated hours per task.
 - Direct costs (e.g., travel, equipment, materials).
 - Indirect costs and overhead (if applicable).
- Include a summary of total anticipated costs not to exceed the allocated amount of **\$250,000.00** and confirmation that your firm will adhere to the project's budgetary constraints.
- For Tasks 4 and 5, provide costs assuming that five (5) Phase I ESAs will be conducted. **The scope and budget of the Phase II ESAs will be determined and negotiated with the selected consultant after completion of the Phase I ESAs. For proposal preparation, include a contingency budget for 2-5 Phase II ESAs within the \$250,000.00 allocated amount.**



Proposal Submission Instructions

Digital Format: Proposals must be submitted in a single PDF file no later than **Sunday, 3/22/26 by 11:00 PM EST**. Proposals should be emailed to brownfields@ympj.org with the subject line: “Brownfield Assessment Proposal – [Firm Name].” Late or incomplete submissions will not be considered.

Length Limit: Submissions should not exceed 10 pages of primary text, excluding the cover letter, table of contents, resumes, and cost breakdown.



Proposal Selection Criteria

Once the **RFP period is closed on 3/22/26** proposals will be scored and shortlisted.

Shortlisted respondents will be invited to present their proposals and answer questions during a scheduled interview.

All participants will be informed of the **final selection outcome via email by Friday, 4/24/26.**

Evaluation Criterion	Weight	Description
Qualifications and Experience	30%	The extent to which the consultant demonstrates expertise in EPA-funded brownfield assessments, environmental site analysis, and community-driven projects.
Approach and Methodology	25%	Quality, feasibility, and creativity of the proposed approach to addressing the Scope of Work, with a focus on the proposed timeline, community engagement activities, and site prioritization.
Cost Effectiveness	25%	Clarity, detail, and alignment of the cost proposal with the project's budgetary constraints.
References and Past Performance	20%	Positive feedback from similar projects and evidence of successful project delivery.

Q&A

