WATERFRONT ALLIANCE – REQUEST FOR PROPOSALS

Waterfront Access & Climate Resilience Design
Staten Island, New York

Issued by: Waterfront Alliance
In partnership with: Kayak Staten Island
Project Budget: The total budget available for consultant services under this project is approximately $60,000.
Funding Source: NYS Department of Environmental Conservation – Hudson River Estuary Program (Round 46: River Access)
Submit Proposals to: Furhana Husani (fhusani@waterfrontalliance.org)

1. Overview

Waterfront Alliance, in partnership with Kayak Staten Island, is seeking qualified engineering, planning, and/or landscape architecture consultants to lead the planning and design of a public waterfront access and shoreline resilience project at 777 Front Street on Staten Island's North Shore.

The selected consultant will develop a community-informed design for approximately 700 linear feet of shoreline and adjacent upland areas that supports public access to the water, particularly for non-motorized boating, environmental education, and community programming, while addressing flooding, erosion, and sea level rise.

The project will advance a site-wide vision to approximately 30% design, identify a priority implementation area for advancement to 60% design, establish permitting pathways and implementation strategies, and develop 90% designs for selected temporary improvements that can support near-term activation of the site.

Waterfront Alliance is an alliance of more than 1,100 organizations working together to ensure that New York and its waterways are healthy, resilient, accessible, and equitable.

Kayak Staten Island is a volunteer-led organization providing free and low-cost kayaking programs to more than 1,000 residents annually, connecting Staten Islanders to their local waterways through recreation, environmental stewardship, and education.

2. Project Goals

The selected consultant will support the following goals:

- Develop a long-term vision for approximately 700 linear feet of shoreline that
    - Enhances safe, welcoming, and equitable public access to the waterfront
    - Improves shoreline resilience to flooding, erosion, and sea level rise
    - Supports non-motorized boating access, including kayaking
- Identify and advance a priority implementation area for future capital investment
- Establish permitting pathways and implementation strategies for future construction
- Develop implementation-ready designs for temporary improvements that support near-term site activation
- Integrate community input throughout all phases of the planning and design process

3. Project Background

777 Front Street is a publicly owned waterfront site managed by the NYC Department of Citywide Administrative Services (DCAS). The site currently supports kayaking and environmental education programming led by Kayak Staten Island, but its shoreline is degraded and vulnerable to climate impacts.

For several years, Waterfront Alliance has supported Kayak Staten Island at this location and is advancing this project to formalize and improve public access while addressing climate risks. This project seeks to:

- Improve safe and equitable public waterfront access
- Increase shoreline climate resilience
- Formalize a long-term vision for site activation - for community programming, events, public engagement and stewardship.
- Position the project for permitting and capital implementation

Funded through the New York State Department of Environmental Conservation's Hudson River Estuary Program, this project focuses on planning, design, and feasibility. Through community engagement and professional engineering and design, the project will produce a design framework and implementation roadmap that enables future investment, permitting, and stewardship.

4. Project Outcomes

Goals and Strategies: Develop a community-informed framework for approximately 700 linear feet of shoreline at 777 Front Street that identifies opportunities to improve public access, shoreline resilience, ecological function, and community use.

Site-Wide Concept Design: Develop a preferred site-wide concept and advance it to approximately 30% design. The concept design should provide a long-term vision for the site and materials to support fundraising, agency coordination, community engagement, and implementation planning.

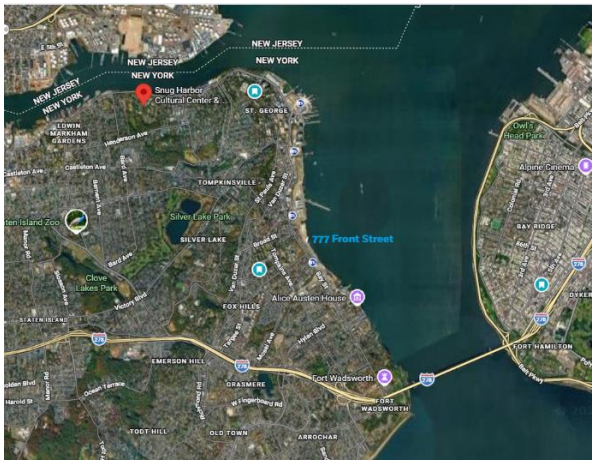
Priority Implementation Area: Identify a priority implementation area of approximately 50 linear feet and advance it to approximately 60% design. This effort should refine design elements, establish permitting pathways, identify implementation constraints, and support future construction funding applications.

Temporary Improvements: Develop 90% designs for selected near-term improvements that can be implemented independently of larger capital projects, such as site storage, launch facilities, signage, safety improvements, and other temporary access infrastructure.

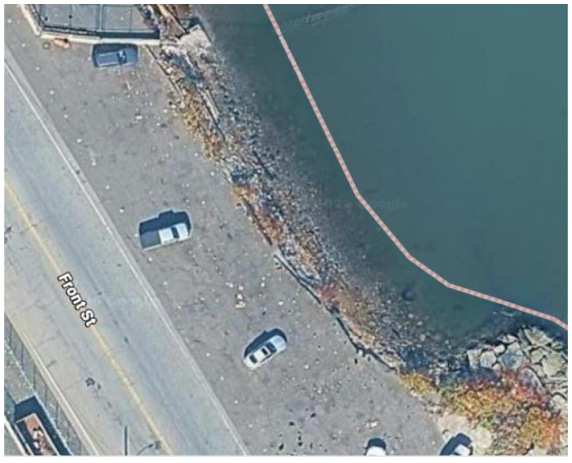
5. Project Area

The project area includes the shoreline and adjacent upland portions of 777 Front Street in Staten Island, a DCAS-managed, publicly owned parcel along Upper New York Bay within the Hudson River Estuary. The site consists of an informal access point with a paved upland area and a degraded riprap shoreline currently used for kayaking and fishing but lacking safe, resilient infrastructure. The project will focus on evaluating and designing improvements within this area to support safe, accessible, and climate-resilient waterfront use. Base mapping and site materials will be provided to the selected consultant.
The closest address is 777 Front St, Staten Island, NY 10305. This is at the edge of a parking lot that leads into a dilapidated waterfront and connects to the Hudson River Estuary. This is located in Stapleton on the North Shore of Staten Island. Lat/Long Coordinates include: 40.623900, -74.071870

Map 1 – Regional Context



Map 2 – Site Context



6. Scope of Work

Task 1: Project Kick-Off & Project Management
The selected consultant will initiate and manage the project in coordination with Waterfront Alliance, Kayak Staten Island, and key partners.
Scope

- Develop an agenda for a project kick-off meeting with project partners and city agencies
- Confirm scope, schedule, coordination protocols, and deliverables
- Provide ongoing project management, coordination, and communication

Deliverables

- Project kick-off meeting and summary
- Project management plan and detailed schedule
- Monthly or milestone-based progress updates

Task 2: Background Research & Site Assessment
The consultant will assess existing site conditions and identify key constraints and opportunities to inform design development.
*Scope**

- Review existing shoreline and upland conditions, including access, flooding exposure, and site use
- Assess physical, environmental, and operational constraints and opportunities
- Identify applicable codes, standards, and guidance, including:
    - NYSDEC requirements
    - NYC agency considerations
    - WEDG® (Waterfront Edge Design Guidelines)
- Identify local, state and federal permitting pathways and jurisdictional considerations

*Note: Waterfront Alliance will not provide a site survey.
Deliverables

- Existing conditions and site assessment memorandum
- Jurisdictional and permitting overview
- Opportunities & Constraints Analysis

Task 3: Community Engagement Support
Waterfront Alliance and Kayak Staten Island will lead community engagement. The consultant will support this process and integrate feedback into design development.
Scope

- Participate in a minimum of two community meetings, site walks, and engagement sessions
- Prepare clear, accessible graphics and materials for public review
- Incorporate community and stakeholder feedback into design iterations

Deliverables

- Graphics and materials for a minimum of three engagement milestones

- Summary of feedback and corresponding design responses

Task 4: Shoreline Concepts, Evaluation & 30% Design
The consultant will develop and evaluate site-wide design alternatives and advance a preferred vision for approximately 700 linear feet of shoreline and associated upland areas.

Scope
Opportunities Analysis
- Identify opportunities for improved waterfront access, climate resilience, habitat enhancement, and community programming.

Concept Development
Develop a minimum of three conceptual sketch alternatives addressing:
- Public access and circulation
- Kayak launching and landing
- Shoreline stabilization and climate resilience
- Accessibility and universal design
- Ecological enhancement opportunities
- Community programming and stewardship
- Equipment storage and future boathouse opportunities

Alternatives should identify:
- Advantages and disadvantages
- Relative implementation complexity
- High-, medium-, and low-cost approaches
- Phasing opportunities
- Long-term maintenance considerations

Concept Evaluation
Evaluate alternatives based on:
- Technical feasibility
- Community priorities
- Climate resilience performance
- Constructability
- Permitting complexity
- Maintenance requirements
- Relative cost

Following review by Waterfront Alliance, Kayak Staten Island, agency partners, and community stakeholders, the consultant will recommend a preferred corridor-wide concept.

30% Design Package
Advance the preferred site-wide concept to approximately 30% design.
The 30% package should include:
- Existing conditions mapping
- Conceptual site plans

- Preliminary shoreline stabilization concepts
- Conceptual public access improvements
- Kayak launch concepts
- Ecological enhancement opportunities
- Planning-level cost estimates
- One rendering and graphics suitable for fundraising and public engagement
- Identification of utility, ownership, operational, and regulatory considerations

Deliverables

- Existing conditions memorandum
- Alternatives analysis
- Evaluation matrix
- Preferred concept recommendation
- Community presentation materials
- 30% design package
- Planning-level cost estimate

Task 5: Priority Site Selection, 60% Design & Permitting Strategy

Based on community feedback, agency coordination, and technical evaluation, Waterfront Alliance will identify a priority implementation area of approximately 50 linear feet.

Scope

The consultant shall:

- Refine the selected implementation area
- Advance the design to approximately 60%
- Develop preliminary engineering documentation
- Identify permitting requirements and constraints
- Support coordination with regulatory agencies
- Prepare 60% design -level cost estimates
- Develop recommendations for future advancement

60% Design Package

The 60% design package should include:

- Refined site plans
- Preliminary engineering drawings
- Grading and shoreline protection concepts
- Kayak launch and access improvements
- Accessibility considerations
- Preliminary structural concepts, as applicable
- Utility and operational considerations
- Preliminary permit exhibits and drawings
- Refined cost estimates
- Preliminary construction phasing recommendations

At this stage, the design should be sufficiently developed to:

- Support agency coordination and permitting discussions
- Establish a permitting pathway
- Support future implementation funding applications
- Identify remaining engineering and design needs

Deliverables

- 60% design package
- Preliminary permit drawings
- Opinion of probable construction cost
- Permitting pathway memorandum
- Agency coordination summary
- Implementation recommendations
- Funding strategy recommendations

Task 6: Temporary Improvements Design (90%)

The consultant will advance selected temporary or interim improvements to approximately 90% design to support near-term site activation.

Scope

Potential improvements may include:

- Storage container placement and site improvements
- Equipment storage facilities
- Modular kayak launch facilities
- Temporary shoreline access improvements
- Wayfinding and interpretive signage
- Safety improvements
- Site furnishings and support infrastructure

The consultant shall:

- Coordinate with Waterfront Alliance and Kayak Staten Island to identify priority improvements
- Develop implementation-ready designs
- Identify permitting requirements
- Prepare technical drawings and specifications suitable for procurement and implementation

Deliverables

- 90% design package for temporary improvements
- Technical drawings and specifications
- Cost estimate
- Permit-support documentation
- Implementation recommendations

7. Selected Consultant Qualifications

Proposing teams should demonstrate:

- Experience in waterfront, shoreline, or coastal design

- Experience with climate resilience, flood adaptation, or nature-based solutions in exposed, tidal, marine environments.
- Familiarity working on publicly owned or municipally managed sites
- Ability to collaborate effectively with community-based organizations and stakeholders
- Knowledge of applicable NYS and NYC permitting processes and regulatory frameworks

Engineering-led, landscape architecture-led, or multidisciplinary teams will be considered.

8. Proposal Submission Requirements

Proposals should not exceed **10 pages**, excluding resumes and appendices, and include:

1. Project understanding and approach
2. Proposed task structure and methodology
3. Project team, roles, and relevant experience
4. Project management approach and schedule
5. Community engagement experience
6. Budget and fee proposal (time and materials anticipated)
7. M/WBE utilization plan
8. Letters of support/references
9. Demonstrated experience with project type

9. Proposal Evaluation Criteria

Proposals will be evaluated based on:

- Project approach and understanding – **35%**
- Technical expertise and experience – **25%**
- Project management and team organization – **20%**
- M/WBE utilization and equity considerations* – **20%**

*Waterfront Alliance encourages participation of Minority- and Women-Owned Business Enterprises (M/WBE)

10. Anticipated Schedule

- RFP issued: July 31, 2026
- Questions due: August 31, 2026
- Proposals due: September 15, 2026
- Consultant selected: October 1, 2026
- Project kick-off: November 1, 2026

11. Disclaimers

Submission of a proposal does not obligate Waterfront Alliance to award a contract. Waterfront Alliance reserves the right to reject any or all proposals.

Waterfront Alliance reserves the right to invite shortlisted teams for interviews as part of the selection process.

12. Questions and Contact Information

Questions regarding this RFP must be submitted via email by the date listed in the Proposal Schedule.

Please direct all inquiries to:

Waterfront Alliance
Furhana Husani, Vice President, Programs and Strategy
fhusani@waterfrontalliance.org

13. Available Information

Relevant background materials, including site information, mapping, and prior studies, will be made available to the selected consultant.