



Roosevelt Island Operating Corporation

REQUEST FOR
PROPOSALS FOR
Flood Risk Assessment Services

RFP 26-1379

ADDENDUM #02

Date Issued: August 7th , 2026

Please review the following addendum to the RFP. Please sign and include with your proposal.

Please find the below RFI log with questions and responses. Please also find a link to additional drawings and related documents. Lastly, please use the following provided form for your bid; :Flood Risk Assessment Services Cost Proposal”

1. I have received, read and considered the information provided in Addendum No. 02.
[Kindly review and return this document with your proposal].

Signature

Name

Title

Company Name

Flood Risk Assessment RFI Log

#	Question	Response
1	Please clarify if there is existing bathymetry, topographic or utility survey for all or parts of Roosevelt Island.	Please see documents provided as part of this addendum.
2	Please clarify if there are any additional coastal or flood studies for Roosevelt Island (NYC emergency management or Coler Memorial Hospital), and if they would be provided to the winning bidder.	Please see response to Question 1
3	Please provide return periods and sea level rise scenarios that RIOC cares to be studied.	Proposers should study the 2050, 2080, 2100 and 2150 scenarios and associated 90th Percentile Sea Level Rise projections as defined by the NPCC
4	Please provide if there are any specific modeling platforms that are required or preferred for this study.	There are no required or preferred modeling platforms. Selected proposers should discuss their modeling platforms in their submission.
5	Section VI.E requires a separate not-to-exceed fee for Tasks 1, 2, and 3 "as delineated in Exhibit A," but Exhibit A does not identify or number three tasks. Please define Tasks 1–3, including the scope and deliverables under each.	Please see revised cost proposal attached as part of this addendum.
6	Please define the geographic and asset scope of the assessment. Is it limited to RIOC-owned or -controlled property and assets, or is an island-wide study intended, covering all publicly and privately owned buildings, structures, and infrastructure on Roosevelt Island?	This should be an island wide risk assessment covering all property and infrastructure located on Roosevelt Island.
7	The Scope of Services establishes broad objectives but leaves several material level-of-effort variables to proposer interpretation. To support responsive and comparable technical and cost proposals, please provide any additional expectations regarding scope, level of effort, and level of detail for the assessment and its deliverables.	Please review other RFI responses which clarify scope of work and deliverables.
8	Has RIOC established an anticipated consultant budget or fee range for this opportunity?	No.
9	Please confirm which existing studies, plans, models, data, and records RIOC will provide to the selected consultant — this may include prior flood, resilience, and drainage studies; the General Development Plan; coastal and inland hydrologic and hydraulic (H&H) models; seawall inspection reports; survey, LiDAR, and bathymetric data; drainage and utility GIS, as-builts, and record drawings; asset inventories and facility drawings; and historical flooding, maintenance, and incident records. Would RIOC consider issuing a summary inventory of available materials by addendum, so that all proposers scope and price the work consistently?	Please see response to Question 1
10	If RIOC does not hold existing H&H models covering Roosevelt Island, please confirm whether RIOC will coordinate with NYCDEP to obtain and provide any available models for the project area to support evaluation of the existing drainage system's performance.	Yes, RIOC will coordinate with DEP and the selected consultant to obtain H&H models.
11	Exhibit A requires the consultant to "complete all necessary topographic, boundary, and utility survey work." Because survey extent is a significant cost driver, please confirm whether new survey is required or whether existing LiDAR, mapping, utility records, and other available data may be used where sufficient. If new survey is required, please define the anticipated limits — island-wide or targeted to specific areas — and provide the approximate acreage or linear footage to be surveyed.	Existing data can be used to supplement any new survey work. It should be noted that existing survey work is limited.
12	If survey is required to be performed as part of the scope, may survey be priced as a distinct task or allowance, so that its cost can be adjusted if the extent is refined after award?	Yes, consultants may price each survey as a distinct task or allowance.
13	Please identify the minimum modeling requirements and assessment scenarios expected for the coastal flooding and cloudburst analyses, including required return periods, future planning horizons, sea-level-rise and climate-change assumptions.	Please see response to Question 3
14	Does the assessment of existing drainage conditions include development of an island-wide piped-drainage hydraulic model and field or condition investigations, or is a planning-level assessment based on available records and surface flood modeling anticipated? Please define the expected extent of drainage investigation and modeling.	At this time, the assessment of existing drainage should be a planning level assessment. The next phase of work will include a broader drainage analysis.
15	How many locations or alternatives should be identified for drainage improvements and interim flood-protection strategies? Is feasibility-level screening sufficient for these alternatives, or does RIOC expect conceptual or preliminary drawings? Should the deliverables include quantities, order-of-magnitude cost estimates, permitting analysis, prioritization, and implementation phasing?	Consultant should identify the highest risk areas and identify at least two alternatives. Feasibility-level screening is sufficient for these alternatives with a ROM range of costs
16	Section VI.E.4 requests a not-to-exceed amount for reimbursable costs. Please confirm whether subconsultant fees (including survey) are to be carried in the fee or as reimbursables, and whether markup on subconsultants or reimbursables is permitted.	Subconsultant fees should be included in the fee. However, if other reimbursables are anticipated, those should be included as a line item.
17	The attached Consultant Agreement appears drafted for on-call construction management services assigned by Job Order: Exhibit A is titled "General Scope Requirements for Job Order Work" and describes CM services (submittal review, change orders, punchlist, site safety oversight); Exhibit B sets out a Job Notification and Job Proposal procedure; and Section 6(b)(v) makes failure to respond to five Job Notifications grounds for termination. Will RIOC issue a revised form of agreement appropriate to this professional services engagement, and if so, will it be issued by addendum before the proposal due date?	Yes
18	Section I states that the assessment will inform "future design services." Would the selected consultant be precluded from competing for subsequent design or engineering contracts arising from this assessment?	This has yet to be determined but is not anticipated to be the case.
19	Section VI.A limits the Proposal to fifteen (15) pages, while Section VI.B requires an Executive Summary, a discussion of project understanding, responses to the 21 RFP Questions and the RFP Additional Information Request, a Cost Proposal, and a response regarding the use of New York State businesses. Please confirm which of these components count toward the 15-page limit and which, if any, may be submitted outside it.	The 15 page limit should encompass the Executive summary, discussion of project understanding, technical approach and references. All other items can be included as appendices.
20	Section VI.A limits the Proposal to fifteen (15) pages and excludes the Transmittal Letter and "the Appendices listed below," but Section VI.D lists professional biographies under "Appendices" while treating References and Financial Statements separately. Please confirm whether each of the following counts toward the 15-page limit: the Executive Summary, the discussion of project understanding, responses to the 21 RFP Questions and the Additional Information Request, professional biographies, references, audited financial statements, the Cost Proposal, the New York State businesses response, and the Mandatory Forms.	Please see response to Question 19
21	Please clarify where the technical approach should be presented — within the "Proposer's discussion of its understanding of the Services Required," in response to Question 5, or both — and what is the expected level of detail. Would a concise one- to two-page summary of methodology and principal activities by task be considered responsive, or does RIOC expect a task-by-task methodology with assumptions? If the latter, would RIOC consider increasing or removing the page limit?	A summary of the methodology and principal activities is sufficient.
22	Must responses to the RFP Questions remain in the order presented within each section, and may related questions be combined into a single response where doing so allows a more complete answer?	Questions may be combined into a single response where appropriate.
23	The separately posted Required Forms package contains forms that appear to apply at different stages of procurement and contract performance. Please provide a list of forms must be completed by the prime consultant and subconsultants and submitted with the Proposal, and which are required only if applicable or following award. Please also clarify how the Cost Proposal, Vendor Responsibility Questionnaire, and audited financial statements should be packaged within the single hard-copy submission and the courtesy email.	Please provide all of the documents in the posted file called, "RFP Bid Forms- Required forms" and include this in the hard copy as well as the digital copy of the technical submission.
24	Exhibit C establishes an overall 30% MBE/WBE participation goal but does not identify separate MBE and WBE percentages. Please confirm the applicable participation percentages and which utilization plans or waiver forms must accompany the Proposal.	Yes MWBE Goals apply, the forms are MWBE 100 or 103 The goals 30% M/WBE and 6% SDVOB. The MWBE goal is not distributed between M and W, but a 30% for the whole project.
25	Exhibit E, Section 26.2 establishes a 6% SDVOB goal and the forms packet includes SDVOB 103 and SDVOB 104, but neither the goal in Exhibit C nor the forms is referenced in the body of the RFP or in the list of Mandatory Forms. Please confirm whether the 6% SDVOB goal applies to this contract and whether an SDVOB Utilization Plan must be submitted with the Proposal.	Yes this goal applies to this RFP, SDVOB 103 and 104 attached here.
26	Section VII.C lists technical criteria totaling 100 points and separately references "Cost Proposal evaluation" without assigning a weight. How will cost be weighted relative to the technical score, and will cost be scored or evaluated only for fairness and reasonableness?	Cost will only be evaluated for fairness and reasonableness.

27	Given the number of questions that may materially affect technical approach, scope, and fee, could you please extend the proposal submission deadline by one week, so that proposers have at least two weeks following issuance of responses to all questions to finalize their submissions.	Yes. The new deadline for submission is Thursday, August 20th
28	Exhibit A lists scope items as a single bulleted list. Please confirm the specific breakdown of "Task 1, Task 2, and Task 3" referenced in the Cost Proposal instructions.	Please see response to Question 5
29	Exhibit E: The attached sample Consultant Agreement is structured as an on-call/job-order construction management contract. Will the executed agreement for this engagement instead reflect a single, fixed-scope flood risk assessment deliverable and price structure?	Yes, this agreement will reflect a fixed price, this is will not be an on-call contract.
30	Are the ST-220-CA and ST-220-TD Tax Law § 5-a contractor certifications required for this procurement, in addition to the five Mandatory Forms listed?	Yes, the ST forms are required
31	I am writing regarding RFP #26-1379 Roosevelt Island Operating Corporation (RIOCC), which currently requires firms to submit one hard copy format and an emailed PDF. In keeping with our commitment to sustainable business practices, we respectfully request clarification on whether RIOCC would consider accepting proposals only in electronic format (e.g., PDF via email) as an alternative to hard copies for this solicitation. Electronic submission would reduce paper, printing, and transportation-related environmental impacts associated with the proposal process, while also allowing for faster delivery and easier version control.	RIOCC appreciates and supports the effort for a more green work practice. We are requesting just one copy as opposed to three, in reflection of this shared goal. No exemption, Please submit one physical copy and one digital copy.
32	If accepting electronic submissions is not feasible for this procurement, we would appreciate confirmation so that we may proceed with the hard-copy requirement as stated.	No.
33	Does RIOCC have information about the total estimated damages experienced to its facilities during Superstorm Sandy and/or Hurricane Ida? If so, would you be able to provide this information to interested proposers?	Please see response to Question 19
34	Please confirm which Appendices do not count toward the 15-page limit.	That is correct. This section has been removed.
35	Please confirm whether Exhibit E should stop at Page 26. The pages beyond that include scope of work relating to Construction Management.	Please see revised fee estimate worksheet attached to this addendum
36	For the fee estimate breakdown, please clarify which tasks in Exhibit A correspond to Tasks 1, 2, and 3.	30% MWBE and 6% SDVOB are the statutory goals. There is not Prime contractor minimum percentage.
37	Given the M/WBE and SDVOB goals for the contract, in addition to other non-certified firms that we may want to include on our team, is there a minimum percentage that the prime firm must hold for this contract?	Yes.
38	Exhibit A – Scope of Work includes "Complete all necessary topographic, boundary and utility survey work". Please confirm if the intent is to engage a NYS Licensed Professional Surveyor to do a new comprehensive survey of the Roosevelt Island.	See response to Question 37
39	Exhibit A – Scope of Work includes "Complete all necessary topographic, boundary and utility survey work". Please confirm if the intent is to engage a NYS Licensed Professional Surveyor to do a new comprehensive survey of the Roosevelt Island.	Please see response to Question 5
40	Does the client have a template or preferred format for project Cost information?	Please see response to Question 5
41	Section VI.E Cost Proposal refers to Task 1, Task 2, and Task 3, but these are not delineated in Exhibit A. Can you provide the breakdown of tasks for the scope?	Please see response to Question 3
42	Surveys? What is the scope – how much information does RIOCC have?	Please see response to Question 3
43	Please clarify required climate scenarios and projection sources to ensure to be adopted in modeling, NPCC (New York City Panel on Climate Change) projections or NOAA sea level rise scenarios or anything else? and required planning horizons (2050, 2080, 2100)?	Please see response to Question 4
44	Which return periods must be modeled and mapped?	Please see response to Question 6
45	Are specific models or regulatory standards required? Using HEC-RAS, MIKE21 is acceptable?	Please see response to Question 14.
46	Please clarify minimum survey extents and utility investigation requirements	Generally speaking, critical infrastructure will be related to roads, utilities, municipal type services to the island, the buildings, public transportation and island access.
47	The drainage assessment could range from desktop review to full system modeling. Please clarify, is hydraulic modeling of the storm sewer system required? Are field investigations and condition assessments required? And is NYC DEP system information available?	Feasibility level screening is only required at this time.
48	It is not clear what assets constitute "critical infrastructure," can you provide a list of defined asset inventory?	Long term capital improvements are not a part of this scope of work and are part of a future project.
49	What is the expected level of alternative analysis? Concept design with ROM costs?	The consultant should identify any potential permitting constraints and environmental impacts as necessary.
50	The scope mentions interim measures but is less explicit regarding final capital recommendations. Will the consultant be expected to develop and compare long-term resilience alternatives and capital projects?	See response to Question 27
51	Are there any permitting & environmental considerations required, should the consultant identify permitting constraints and environmental impacts?	
52	We request for a 2-week extension of the submittal due date.	
53	Technical Proposal Please confirm the following items are included in the 15-page limit: -Executive Summary -Proposer's discussion of its understanding of the Services Required (see Section III). -Proposer's Responses to the RFP Questions and RFP Additional Information Request, set forth below. -Proposer's response to the question regarding the use of New York State businesses set forth in Section X of the RFP.	Please see response to Question 19
54	Re the additional RFP forms requested; should they also be submitted with the Cost Proposal? •NYS Tax Forms ST-TD-TD and CA •Iran Divestment Act Cert •Non-collusive Bidding Cert •MacBride Fair Employment •Offeror Disclosure of Prior Non-Responsibility Determinations •Vendor Responsibility Questionnaire •Schedule C – Previous Participation and Disclosure •Encouraging Use of NYS Businesses in Contract Performance	Please do not include the additional RFP required forms with the cost proposal, please submit these with the technical proposal
55	Mandatory Forms The instructions for the Mandatory Forms indicate: Submit the Standard Vendor Responsibility Questionnaire with the Cost Proposal. Do not include the Standard Vendor Responsibility Questionnaire in the copy of the Cost Proposal. Are the following Mandatory Forms also to be submitted with (but not in) the Cost Proposal? •State Finance Law § 139 Form 1 – one original unbound completed SFL 139 Form 1 •Statement of non-collusion •W-9 form •MBE/WBE forms •SDVOB Utilization	Please do not include the additional RFP required forms with the cost proposal, please submit these with the technical proposal. Please use either MWBE 103 or MWBE 100 utilization plan form. MWBE 105 is a sample form for the quarterly reports that will be required from the contractor.
56	Are the ST-220-CA and ST-220-TD Tax Law § 5-a contractor certifications required for this procurement, in addition to the five Mandatory Forms listed?	Yes, the ST forms are required

55	Exhibit E: The attached sample Consultant Agreement is structured as an on-call/job-order construction management contract. Will the executed agreement for this engagement instead reflect a single, fixed-scope flood risk assessment deliverable and price structure?	Yes
56	Exhibit A lists scope items as a single bulleted list. Please confirm the specific breakdown of "Task 1, Task 2, and Task 3" referenced in the Cost Proposal instructions.	Please see response to Question 5
57	Section VI.E references not-to-exceed fees for "Task 1, Task 2 and Task 3, as delineated in Exhibit A," but Exhibit A does not delineate numbered tasks. Please provide the intended task breakdown, or confirm that proposers may propose their own task structure.	Please see response to Question 5
58	Has RIOC established a budget or anticipated funding range for this engagement, and is the project supported by any grant funding (e.g., FEMA HMA/BRIC, CDBG-DR) with associated compliance or schedule requirements?	This project is not supported by any grant funding at this time. No anticipated funding range has been established.
59	Will RIOC make available existing data to the selected consultant, including prior topographic and utility surveys, GIS layers, drainage/sewer as-builts, seawall and shoreline condition assessments, and any prior resiliency or flood studies for Roosevelt Island?	Please see response to Question 1
60	For the utility survey scope, what quality level of subsurface utility engineering (per ASCE 38) is expected, and is the boundary survey intended to cover the entire island or specific parcels?	Quality level B or C is acceptable. The boundary survey should cover the entire island.
61	Is bathymetric survey of the surrounding East River channels expected as part of the survey scope, or will existing NOAA/USACE bathymetry be acceptable for purposes of hydrodynamic modeling?	An Existing NOAA/USACE bathymetry is acceptable. A partial bathymetry survey is also included as part of the reference document list.
62	Will RIOC facilitate data sharing and coordination with New York City agencies, including access to NYC DEP's sewer system models and coordination with NYCCEM on emergency protocols?	Yes, RIOC will coordinate with the relevant agencies as needed.
63	For the interim flood protection strategies, does RIOC expect feasibility-level screening only, or conceptual designs with planning-level cost estimates?	Please see response to Question 47
64	For firms that do not undergo annual audits, will RIOC accept financial statements with a signed letter from a CPA?	Yes, a CPA or the firm's CFO
65	Will any existing survey data or other relevant datasets be made available to the consultant team? a. Will utility information from the recent Steam Tunnel Assessment be provided? b. Are there any additional datasets, reports, or record drawings that will be available?	Please see response to Question 1
66	In the RFPs and Bids site, the pdf file "RFP Bid Forms- Required forms" includes several forms not mentioned in the RFP. In addition, this pdf has two different versions of the M/WBE Utilization Plan (pages 3 and 26). Please clarify 1) which forms of this 35-page pdf are mandatory for this RFP response, and 2) which of the M/WBE Utilization Plan forms should be submitted.	Please do not include the additional RFP required forms with the cost proposal, please submit these with the technical proposal
67	Are the City-owned properties, including the Coler and Cornell campuses, within the project study area and scope of work? Additionally, should Four Freedoms Park be included in the assessment?	The assessment should include all of Roosevelt Island
68	In addition to drainage structures, are there specific utility systems that should be surveyed and evaluated? If so, will existing utility records, mapping, or as-built information be provided?	Please see response to Question 1
69	The RFP requests recommendations for long-term drainage improvements, and recommendations for intermediate coastal and other improvements, are you also looking for recommendations for non-drainage-related long-term capital improvements? (e.g., for specific infrastructure, buildings, or edge conditions)	At this time, no as it will be part of the larger Islandwide Infrastructure Study.
70	If we have exceptions to the Consultants Agreement, should they be described under Question 20 of the RFP Questions, or can they be included in the Appendix?	Please include in the appendix
71	The RFP states that the Transmittal Letter and the Appendices are not included in the 15-page limit. Please confirm that covers, dividers, table of contents, mandatory forms, references, proof of insurance, and financial statements are also NOT included in the 15-page limit.	Please see response to Question 19
72	An original ink signature is required for the NYS Standard Vendor Responsibility Questionnaire and State Finance Law § 139 Form 1. Is an original (wet) signature also required for the transmittal letter and other forms, or is an electronic signature permitted?	As we are requiring one physical copy and one digital copy, yes wet signatures are required on the one physical submission.
73	Is it expected that sub-consultant expertise is included in narrative responses to the RFP questions?	Yes
74	How does RIOC intend to provide funding for resilience projects that may be recommended as part of this work?	RIOC will be providing funding for these projects via their capital budgeting process.
75	Are you able to share more information on what survey information is available and what might be needed as part of this project for a comprehensive analysis?	Please see response to Question 1
76	Can you confirm if the references, cost proposal, and financial statements count in the 15-page limit?	Please see response to Question 19
77	Please clarify what existing data will be made available by RIOC. Specifically, are there storm sewer mapping databases, utility records, master plans, as-built drawings, surveys, or other GIS datasets that can be provided to the consultant team? Alternatively, should the consultant assume that all necessary data collection and surveying will be performed as part of this scope?	Please see response to Question 1
78	Are detailed data available regarding Roosevelt Island's building and infrastructure exposure flood vulnerability such as surveyed floor elevations, flood proofing, equipment protection, equipment elevations, etc.?	Please see response to Question 1
79	Please confirm whether the NYS Standard Vendor Responsibility Questionnaire should be included with the Cost Proposal. The instructions in the RFP appear to be conflicting: 1) NYS Standard Vendor Responsibility Questionnaire – Submit with the Cost Proposal (as described below), one (1) set of a completed NYS Standard Vendor Responsibility Questionnaire with original ink signatures. Do not include the Standard Vendor Responsibility Questionnaire in the copy of the Cost Proposal. The NYS Standard Vendor Responsibility Questionnaire must be notarized and signed by the individual(s) authorized to bind the firm contractually. Indicate the title or position that the signer holds within the firm.	Please do not include the additional RFP required forms with the cost proposal, please submit these with the technical proposal
80	Can RIOC please clarify the contents that is limited by the 15 page count. Is that all of items VI.B through VI.E?	Please see response to Question 19
81	Can a cost proposal provide options for tiered services/scope?	Yes
82	Are the financial statements, insurance information, and client references included in the 15-page limit?	Please see response to Question 19
83	Is EXHIBIT A - GENERAL SCOPE REQUIREMENTS FOR JOB ORDER WORK (of Exhibit E Consultant Agreement) applicable to this assignment, including the provision of on-call CM services?	No, CM services provisions are not applicable.
84	Should the responses to questions be provided in the order in which they are received or is the respondent able to group and categorize them for efficiency?	Please see response to Question 22
85	Would RIOC consider allowing the following questions to fall outside of the page count given their administrative/compliance-related nature? a.7) Within the past three years, have there been any significant developments in your firm such as changes in ownership or restructuring? Do you anticipate any significant changes in the near future? If so, please describe. b.8) How does your firm identify and manage conflicts of interest? c.9) Has your firm or any of the firm's partners/employees been disciplined or censured by any regulatory body within the last five years? If so, please describe the relevant facts. d.10) Within the last five years, has your firm, or a partner or employee in your firm, been involved in litigation or other legal proceedings relating to the provision of assessment services? If so, please provide an explanation and the current status or disposition of the matter. e.11) Are there any potential conflict of interest issues in representing RIOC? f.12) List any professional or personal relationships your firm's employees may have with RIOC's Board and/or RIOC staff. A list of such Board members and staff is attached at Exhibit D. g.13) If selected, will your firm assign any person to this Project who was previously an employee of RIOC? If so, please i) identify when (month and year) that person's employment at RIOC terminated, and ii) describe that person's involvement, if any, with matters related to the Project during his/her employment at RIOC. h.19) In the past five years, have any public sector clients terminated their working relationship with your firm? If so, please provide a brief statement of the reasons. Provide the name of the client and each such client's in-house counsel's name, address and telephone number. i.20) As a New York State authority, RIOC generally will not accept changes to its Consultants Agreement, attached hereto to as Exhibit E. If certain contract provisions are unacceptable to the Proposer, the Proposer must identify in writing those certain contract provisions and detail specific reasons as to why such provisions are unacceptable. RIOC reserves the right to reject Proposals based on non-conformance with the standard form of contract.	Please see response to Question 19
86	Would RIOC consider extending the proposal due date beyond 8/14 to allow for thorough preparation of all components?	See response to Question 27

87	Schedule is included in the evaluation criteria but not listed explicitly in the proposal format or questions. Is the schedule a part of the 15-page limit?	No.
88	What is the anticipated level of design to be included within the Islandwide Infrastructure Assessment? Are there any specific templates or design standards to follow?	This is a separate project from the Flood Risk Assessment and the Scope of Work has yet to be defined.

Additional documents can be located on the following dropbox link

<https://www.dropbox.com/scl/fo/qjhf36wpecc9lduofkcam/AHwLuT9W-Ug0aW5CcrLJ98Q?rlkey=dmxdmcfh2rweifygqgb45exvxt&st=92zi72t7&e=1&dl=0>