

**Stebbins Avenue RFP Addendum 1**

RFP Issue Date: February 5, 2024

Pre-submission Conference Date: March 4, 2024

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Addendum 1 Issue Date: March 26, 2024

**All future questions about the Stebbins Avenue RFP must be submitted by email to [stebbinsRFP@hpd.nyc.gov](mailto:stebbinsRFP@hpd.nyc.gov) by Friday, April 5, 2024.** Submission instructions will be included in a future RFP addendum.

**Contents of this Addendum:**

- A. **Questions and Answers** — Enclosed are questions and answers that were asked at the pre-submission conference on March 4, 2024, as well as questions sent to the RFP email address through March 25, 2024.
- B. **Contact Information** – Contact information is provided for those individuals who registered to download the RFP through March 25, 2024, and/or RSVPed for the pre-submission conference, and indicated their willingness to share their contact information.

## A. Questions and Answers

### General

1. **Will you be sending the slides after the meeting to all attendees?**

The slides are posted on the [Stebbins Avenue RFP website](#) and can be found [here](#).

2. **How can Respondents access the required forms? (Form D-1, D-2, etc.)**

The RFP and accompanying documents, including forms, can be downloaded on the [project website](#). Please scroll down and fill out the contact information form, which will then take you to another page to download the RFP and all accompanying documents.

3. **Will the Zoom attendee list be shared?**

The list of those who opted to share their contact information can be found in Section B of this addendum.

4. **Does HPD have any additional history of the Site that can be shared?**

There was previously a residential building on the Site, as shown in the image below from around 1940.



(view from corner of Stebbins Avenue and E 170<sup>th</sup> Street)  
Courtesy of the Municipal Archives, City of New York  
(1939-1941)

The Site also received a prior approval for disposition and use as a day care center in the 1990s. However, that project did not move forward, and the Site remains vacant.

5. **I am a single member architecture firm interested in submitting a Proposal. What is the eligibility criteria?**

Respondents are responsible for assembling Development Teams that meet the requirements of the RFP. In particular, please refer to the *Development Team Experience and Capacity* criteria in the *Submission Requirements and Competitive Preferences* starting on page 20 of the RFP.

**6. How much is the property?**

Per the RFP, the Developer is responsible for paying all transfer taxes associated with the conveyance of the Site to the Developer, including any transfer taxes associated with the conveyance of the condominium units and all transfer and recording taxes associated with financing of the construction and the Project, generally.

The Developer will pay, upon conveyance, a nominal disposition price, anticipated to be \$1.00 per lot at HPD's sole discretion, and will deliver an enforcement note and mortgage for the difference between the purchase price and the appraised value of the Site, which may accrue interest at the Applicable Federal Rates (AFR) and may be payable at maturity.

**7. When closing, who does the payment go to?**

The payment will go to the City (HPD).

**8. Are there any more upcoming meetings with the community?**

HPD conducted a robust community engagement process, outlined on the [project website](#). Currently, there are no additional planned meetings, but future meetings with the Community Board will take place after a Development Team has been designated.

**9. Is the amount of not-for-profit and M/WBE ownership a competitive factor in the RFP?**

HPD requires that Respondents include an M/WBE or Eligible Non-Profit that in either case will hold at least 25% of the managing ownership interest in the Project. Additionally, per the *Submission Requirements and Competitive Preferences* in the RFP, there is preference given for Respondents with certified M/WBEs as part of the Development Team including entities that bring the necessary expertise and experience to develop and manage the Project, such as experts in affordable housing development and finance, marketing and property management (residential and commercial, if applicable), design and construction, and community development.

**10. What are the community needs and concerns?**

Respondents should consult the Community Visioning Report (Appendix B of the RFP, and posted on the [project website](#)) to learn more.

**11. Is there any public info about other RFP sites that HPD will release in the future?**

HPD's [Neighborhood Planning](#) page includes information on public engagement processes currently underway on public sites.

**Finance and Program**

**12. The financing assumptions provided utilize 2023 rent levels. Will this be updated to 2024, or should all Proposals use 2023 limits?**

Respondents should continue to utilize 2023 rents and 2023 M&O standards.

**13. Are both affordable rental and homeownership executions an option for this RFP?**

Respondents may propose Projects that comply with any HPD new construction term sheet. Respondents should also consult the Community Visioning Report (Appendix B) to better understand community needs and ensure their Proposals thoughtfully respond to community priorities.

Planning and Design

**14. Should Respondents assume adoption of the Zoning for Economic Opportunity text amendment that is currently undergoing public review?**

The RFP instructs Respondents to assume adoption of the Universal Affordability Preference (UAP) proposed as part of the Zoning for Housing Opportunity text amendments for purposes of this RFP. Otherwise, Respondents should follow applicable zoning and building code.

**15. After researching the Site on DOB BIS and HPD Building Info, we could not find any information on the previous use of the Site, and specifically, if there was a cellar in the previous building. Could you provide more information on the previous uses and the ability to include a cellar?**

See response to question 4 on previous uses of the Site.

After designation, the chosen Development Team will be responsible for conducting an environmental assessment of the Site. At this time, Respondents may assume a cellar in their Proposals.

**16. Per the RFP the Site area is 23,016 sf. But when I use the dimensions of the Site per the digital tax map, I calculate only 22,651 sf. Does HPD have a survey to confirm the size and area of the lots?**

No. After designation, the chosen Development Team will be responsible for surveying the Site in order to move the design beyond conceptual drawings. For the purposes of this RFP, Respondents should use the lot dimensions in Form M, which were determined from ZoLa.

**17. There appears to be a shed/garage on the northeast corner of the Site. Can you confirm whether it's on the City Site or the neighbor's site?**

The Site has a slightly irregular shape; the shed structure at the northeast corner is on a neighboring lot.

**18. There are specific unit size requirements for HPD assisted new construction per HPD design guidelines, but are there any specific unit mix requirements for this project? What does HPD expect to see in unit mix and count? Any distribution requirement per story?**

Respondents should consult HPD New Construction Design Guidelines and HPD term sheets for guidance on any such requirements.

Environmental

**19. Has a climate exposure screening been performed, or should Respondents conduct their own screening?**

Per *Form L: Resiliency and Sustainability Checklist and Narrative*, Respondents are asked to determine the level of risk for the climate hazards identified in the City's *Climate Resiliency Design Guidelines*. Some background information can also be found in the *Neighborhood Climate Risk* section of the RFP, starting on page 13.

Zoning, Parking, and Public Approvals

**20. Should we assume that parking is not required, which is another element of the proposed City of Yes text amendments?**

Respondents are instructed to use the height and bulk assumptions of UAP in their Proposals. Otherwise, Respondents should follow applicable zoning and building code.

**21. Do you anticipate or would you allow for any potential ULURP follow up or tech memo for CEQR, or are you expecting the Development Team to work 100% within the approved ULURP?**

Disposition of the Site will need to go through ULURP and CEQR review after a Development Team is designated. Per the RFP, the selected Project will require ULURP and City Council and Mayoral approvals. Anticipated land use actions requiring approval for development of the Site include disposition of City-owned property. Respondents should not propose a rezoning, though may use the proposed zoning assumptions of UAP.

**22. What assistance, if any, will HPD offer with the ULURP and CEQR? Or is it 100% on the Development Team?**

HPD will be the lead applicant on the ULURP and will work closely with the designated Development Team through the process. The Development Team is expected to assist with preparing the supporting documentation for the application, and to play a key role in preparing public facing presentations and leading presentations throughout the process. The Development Team will also be responsible for preparing and submitting any required environmental review documents. Please refer to Section VII of the RFP (*Developer Obligations*) for further information.

**23. What time allowance should Respondents indicate in the project timeline for achieving ULURP application certification?**

Respondents should assume construction will begin 24-48 months from the date of the negotiation letter, which will be received shortly after designation. Respondents should use their best judgement to determine a timeline for achieving ULURP application certification.

**24. How will HPD achieve a grocery use on the Site (per references to being within a FRESH area) if the Site lacks a commercial overlay?**

While HPD provides information on planning geographies in the RFP, a grocery use would not be permitted on the Site as we do not anticipate a rezoning.

## B. Contact Information for Interested Organizations

Organization Name	Name	Email	May We Share Your Contact Info?
Milestone Development LLC	Aaron Koffman	akoffman@milestonecos.com	Yes
Only If Architecture, PLLC	Adam Frampton	asf@only-if.com	Yes
STAT Architecture PC	Adare Brown	adare@statarchitecture.com	Yes
Goshow Architects	Adrienne Riso	ariso@goshow.com	Yes
Camber Property Group	Alejandra Ramos	aramos@camberpg.com	Yes
Bottom Line Construction & Development	Alexis McSween	alexis@blcdnyc.com	Yes
The Community Builders, Inc.	Alice Anigacz	alice.anigacz@tcbinc.org	Yes
Trinity Financial	Allison Brown	Abrown@trnityfinancial.com	Yes
Ametrine Group formerly known as A Larovere Consulting	Amy Larovere	amy.larovere@alconsulting.us	Yes
Kalel Companies	Amy Stokes	amy@kalelcompanies.com	Yes
Xenolith Partners	Andrea Kretchmer	andrea@xenolithpartners.com	Yes
Bernheimer Architecture	Andrew Bernheimer	andy@bernheimerarchitecture.com	Yes
Urban Pathways Inc	Ariel Garcia	agarcia@urbanpathwyas.org	Yes
Urban Architectural Initiatives	Ashley Mandat	amandat@uai-ny.com	Yes
Langan	Atena Vladu	avladu@langan.com	Yes
Henge Development LLC	Ayanna Oliver-Taylor	ayanna@hengedevelopment.com	Yes
JGM Inc	Azmat Aulakh	aulakh@jgminc.com	Yes
PSF Projects Architecture	Barrett Feldman	barrett@psfprojects.com	Yes
Urbahn Architects	Bradley DeBose	deboseb@urbahn.com	Yes
Duvernay + Brooks, LLC	Brian Heeger	bheeger@duvernaybrooks.com	Yes
MAP Architecture and Planning	Brian Loughlin	Bloughlin@maparchitects.com	Yes
Banana Kelly Community Improvement Association, Inc.	Brian Sahd	bsahd@bkcianyc.org	Yes

Affirmative Investments	Dan Brass	Daniel.brass21@gmail.com	Yes
Community Revival	Dan Iacovella	zestfully@gmail.com	Yes
Lantern Organization	Daniel Bianco	dbianco@lanternhousing.org	Yes
Apex Building Company	Daniel Marks Cohen	dcohen@apexbuilds.com	Yes
Bronx Pro Group	Daniel Parcerisas	dparcerisas@bronxprogroup.com	Yes
Sweet Group of New York LLC	Danielle Pemberton	dpemberton@sweetconstruction.com	Yes
Philip Habib & Associates	Darya Cowan	dcowan@phaeng.com	Yes
Rojas AP	Dasia Jenkins	djenkins@rojasap.com	Yes
MLAPPIN & ASSOCIATES LLC	DEBORAH A WIDERKEHR	DEBORAH@MLAPPINLLC.COM	Yes
Construction Information Systems	Debra Sauerman	debras@cisleads.com	Yes
Broadway Construction Group	Denzel Munroe	Dmunroe@broadwaycg.com	Yes
CMC Development Group	Dexter Quamina	dquamina@cmcdevelopmentnyc.com	Yes
NYAH Advisors, LLC	Diana Glanternik	dglanternik@gmail.com	Yes
IMC architecture	Dominick Casale	dcasale@imcarch.com	Yes
SpringRock Property Group	Donnell Selby	Dselby@springrockpg.com	Yes
1811 Consulting, LLC	Douglas Apple	dougapple@1811consulting.com	Yes
VHB	Echika Agugua-Konuah	noemarketing@vhb.com	Yes
Met Council	Elena Sytcheva	esycheva@metcouncil.org	Yes
Meltzer/Mandl Architects P.C.	Eli Meltzer	eli@meltzermandlpc.com	Yes
Alb	Ellen Kackmann	ekack86178@aol.com	Yes
Matrix Technology Group LLC	Emir Hot	emir.hot@matrixtg.com	Yes
Briarwood Organization	Emmanuel Papadopoulos	mannyp@briarwoodorg.com	Yes
Green-Jay Ltd	English, American	Wgreenjayltd@gmail.com	Yes
Green-Jay Ltd	Eric Wynn	wgreenjayltd@gmail.com	Yes
AFL-CIO Housing Investment Trust	Erik Forman	erik.forman@gmail.com	Yes
Perkins Eastman Architects	Ernesto Vela	e.vela@perkinseastman.com	Yes
ESKW/Architects	ESKW/Architects	bd@eskwarchitects.com	Yes

EK ARCHITECTURE, PLLC	Esra Karagoz	karagozes@gmail.com	Yes
Artimus	Evan Blumenthal	evan.blumenthal@artimusnyc.com	Yes
Strada Ventures	Evan Easterbrooks	evan@stradanyc.com	Yes
Magnusson Architecture and Planning PC	Fernando A Villa	fvilla@maparchitects.com	Yes
MAP Architects	Fernando Villa	fvilla@maparchitects.com	Yes
Roux	Frank Cherena	fcherena@rouxinc.com	Yes
SCCS Group LLC	Gael Lamothe	gael@sccsgroupllc.com	Yes
Systra	Genaro Salierno	gsalierno@systra.com	Yes
The Community Builders, Inc.	Hasan Bahar	hasan.bahar@tcbinc.org	Yes
ADS Consultech LLC	Howard Hecht	howardhecht@gmail.com	Yes
CMC Development Group	hugo munoz	hmunoz@cmcdevelopmentnyc.com	Yes
The Briarwood Organization LLC	Ira Brown	ibrown@briarwoodorg.com	Yes
Blue Sea Development Company	Jacob Bluestone	jacob.bluestone@blueseadev.com	Yes
Taitem Engineering	Jan Schwartzberg	jschwartzberg@taitem.com	Yes
BronxWorks	Jayne Lindamood	jlindamood@bronxworks.org	Yes
WSFSSH	Jenna Breines	jbreines@wsfssh.org	Yes
SBJ Group	Jennifer Cheuk	jcheuk@sbjgroup.com	Yes
Ronnette Riley Architect	Jennifer Greene	jg@ronnetteriley.com	Yes
The Delaine Companies	Jerrold Delaine	jerrold@thedelainecompanies.com	Yes
The Doe Fund	Jesse Schwartz	jesse.schwartz@doe.org	Yes
One Bar Development	Jessica Sherman	jsherman@onebardevelopment.com	Yes
MURAL Real Estate Partners	Jessica Tan	jtan@muralrealestate.com	Yes
KO2 Consulting	Jocelyn Groom	jocelyn@ko2consulting.com	Yes
WSFSSH	Joel Spiegel	jspiegel@wsfssh.org	Yes
AFLCIO HIT	John Hanley	jhanley@aflcio-hit.com	Yes
Slate Property Group	John Valladares	jvalladares@slatepg.com	Yes
Studio Nyandak Architecture and Engineering	Jordan	jordan@nyandak.com	Yes



Urban Builders Collaborative, LLC/Lettire Construction Corp.	Jordanna Lacoste-Tichner	jlacoste@lettire.com	Yes
Urban Architectural Initiatives	Jorge Chang, AIA	jchang@uai-ny.com	Yes
Studio Gang	Josh Ellman	marketing@studiogang.com	Yes
RAL Companies & Affiliates LLC	Joshua Wein	jwein@ralcompanies.com	Yes
JV Construction & Consulting, LLC	Jovana Villanueva	Jovana@jvconstructllc.com	Yes
The NRP Group	Joyce Kwon	Jkwon@nrpgroup.com	Yes
PXD	Julie Chou	jchou@pxdarchitects.com	Yes
Alexander Gorlin Architects	Justine Buchanan	justine@gorlinarchitects.com	Yes
Fairstead	Kaley Pillinger	kaley.pillinger@fairstead.com	Yes
WellLife Network Inc.	Karen Gorman	karen.gorman@welllifefnetwork.org	Yes
Camber Property Group	Karen Hu	khu@camberpg.com	Yes
K Force Construction LLC	Karina De La Cruz	Karina@kforceconstruction.com	Yes
KZA Realty Group, Inc.	Kathy Zamechansky	kzama@aol.com	Yes
Project Renewal	Laura Michener	laura.michener@projectrenewal.org	Yes
Services for the UnderServed, Inc.	Lauren LaMack	llmack@sus.org	Yes
The Community Builders, Inc.	Lauryn Phinney	lauryn.phinney@tcbinc.org	Yes
HLW	Lee Devore	Ldevore@hlw.com	Yes
Turner Construction Company	Lisa Hickerson	lhickerson@tcco.com	Yes
Karoff Consulting - RFP Consultant	Lorinda Karoff	lkaroff@karoffconsulting.com	Yes
RKTB Architects, P.C.	Luanne Konopko	lkonopko@rktb.com	Yes
Arketekcher Architecture DPC	Madeline Clappin	Madeline@arketekcher.com	Yes
Matrix New World Engineering, Land Surveying and Landscape Architecture, PC	Mallory Reardon	mreardon@mnwe.com	Yes
Sayar Consulting Inc.	Manizha Sayar	msayar@sayarcg.com	Yes
the PRADO of Transitioning Forward, Inc	Maria A Prado	mariaaprado_813@hotmail.com	Yes
ZH Architects	Marianne Hyde	mh@zh-architects.com	Yes
Curtis + Ginsberg Architects LLP	Mark Ginsberg	mark@cplusga.com	Yes

Fogarty Finger	Martin Tolentino	martin.tolentino@fogartyfinger.com	Yes
Paramount Development LLC	Michelle Horowitz/Rich Derosas	Horowitz.michelleh@gmail.com	Yes
SCCS Group LLC	N/A	gael@sccsgroupllc.com	Yes
ConstructConnect	Natashia Pardo	Natashia.Pardo@constructconnect.com	Yes
Urban Builders Collaborative LLC	Nexida Mejia	nmejia@lettire.com	Yes
Matrix New World Engineering	Nicole Campo	ncampo@mnwe.com	Yes
West Side Federation for Senior and Supportive Housing	Nicole Marrocco	nmarrocco@wsfssh.org	Yes
Forsyth Street Advisors	Olga Jobe	ojobe@forsythstreet.com	Yes
Trinity Financial	Omalawa Musa	omusa@trinityfinancial.com	Yes
WHEDco	Passyna Bula-Bula	pbula@whedco.org	Yes
Lemle & Wolff	Pat Logan	Plogan@lemlewolff.com	Yes
Penta Restoration Corp.	Paul Palagian	paul.p@pentarestoration.com	Yes
The NHP Foundation	Polina Bakhteiarov	pbakhteiarov@nhpfoundation.org	Yes
Ametrine Group	Rachel Goodfriend	rachel.goodfriend@alconsulting.us	Yes
Purpose by Design Architects PLLC	Rachel Simpson	rsimpson@pxdarchitects.com	Yes
Yuco Management	Raymond Yu	raymond.yu@yucoinc.com	Yes
macquesten	Rella Fogliano	r_fogliano@macquesten.com	Yes
Cozen O'Connor	Rose Christ	rchrist@cozen.com	Yes
Fortis Contractors LLC	Rud Morales	rudmorales@gmail.com	Yes
Northwest Bronx Community & Clergy Coalition	Sandra Lobo	sandra.lobo@northwestbronx.org	Yes
United Industries & Construction Corp	Selena Morales	Selena@unitedconstructioncorp.com	Yes
KPFF Consulting Engineers	Shadi Boulos	shadi.boulos@kpff.com	Yes
BronxWorks	Shali Sharma	vsharma@bronxworks.org	Yes
GF55 Architects, LLP	Shay Alster	shay@gf55.com	Yes
The Albanese Organization	Sophie Haas	shaas@albaneseorg.com	Yes
Trinity Financial	Stacey Polishook	spolishook@trinityfinancial.com	Yes

ZH Architects	Stas Zakrzewski	sz@zh-architects.com	Yes
Apex Building Solutions LLC	Stiven Hunter	shunter@apexbuildingso.com	Yes
Moody Nolan, Inc.	Tami Hayes	thayes@moodynolan.com	Yes
RKTB Architects, PC	Tara Toro	ttoro@rktb.com	Yes
Xenolith Partners	Terri Belkas-Mitchell	terri@xenolithpartners.com	Yes
Trinity Financial	Thomas P. Brown	tbrown@trinityfinancial.com	Yes
Northwest Bronx Community & Clergy Coalition	Todd Baker	todd@northwestbronx.org	Yes
Architecture in Formation	Matt	matt@aifny.com	Yes
Lemor Development Group	William Budd	william@lemordev.com	Yes
Trinity Financial	William Vislocky	WVislocky@trinityfinancial.com	Yes