

**Request for Proposals from Park Designers and Landscape Architects
For Release April 26, 2017**

Overview

The Town of Orangetown is in the process of redeveloping Town property at the Rockland Psychiatric Center campus, herein “RPC” or “the site,” (See Exhibit A - Map) and has set aside approximately 30± acres for a waterfront park. The Town is seeking proposals from licensed landscape architects with park design experience to provide a schematic design of the Town’s proposed waterfront park along Lake Tappan. Part of this design work shall include designating 216 acres of town-owned parkland at the Rockland Psychiatric Center, as per the existing land covenant (see Exhibit B).

One of the most important features of this Town land is its proximity to Lake Tappan and the potential for public access to the Lake. In addition to access, the waterfront park presents an opportunity to provide an inviting path along the Lake, and to preserve areas of natural beauty and scenic views. The Town wishes to hire a Designer to develop a program for the spaces and uses in the park and prepare a schematic design of the park and ancillary facilities.

The new waterfront park is an important step toward meeting the town’s mandate from NYS to designate 216 acres of town land for “community and recreational use.” The specific lands to be so designated remain to be identified, and need to be identified as a part of the sale of 60 acres in Parcel 6 to JPM Chase for a datacenter. Clearly, the size of the waterfront park is a factor in deciding how much of other town land needs to be designated to meet the 216 acre requirement, and the availability of other lands to designate impacts the size of waterfront park we should be considering. The plan would provide potential developers with a clear understanding of the boundaries of the proposed waterfront park and the relationship of the proposed park to parcels available for redevelopment.

This RFP solicits a conceptual design for a 30 acre± waterfront park. Additionally, the respondents are required to provide a proposal for identifying and mapping the locations of more town owned lands at RPC for designation as “community and recreational,” taking into account existing and potential uses of adjacent lands.

As development of various portions of the site progress, the Town Board needs a schematic design prepared for a waterfront park along Lake Tappan as well as designation of 216 acres of parkland per the land covenant. The schematic plan would demarcate the property to be used for the trail, picnic areas, and ancillary uses such as parking. The plan would provide potential developers with a clear understanding of the boundaries of the proposed waterfront park and the relationship of the proposed park to parcels available for redevelopment.

The Site

The RPC site is located within the hamlet of Orangeburg in the central portion of the Town of Orangetown, NY generally bounded by Old Orangeburg Road/Veterans Highway on the south; Lake Tappan on the west; Convent Road on the north; and the Palisades Parkway/Rockland Psychiatric

Hospital on the east and consists of town-owned and state-owned lands. The Town land consists of 348 acres which is adjacent to the roughly 200 acres owned by New York State, the majority of which are used for the existing Rockland Psychiatric Center Hospital. Please see the attached maps.

General Description - Proposed Waterfront Park

The irregularly shaped site is bounded by Old Orangeburg Road and the Town’s baseball fields to the south. Lake Tappan, a public reservoir, forms the western boundary. The former Children’s Psychiatric Center is to the north. The western boundary is also State owned property. The topography varies from a high point in the southwest corner of the site where the elevation is around 95 feet to the waterfront where it drops to around 50 feet above sea level. The salient natural feature of the property is its proximity to Lake Tappan. The land also includes steep slopes, wooded areas, open fields and wetlands.

Acreage – The acreage available for the park is a minimum of 30; the designer is asked to recommend whether additional acreage is desirable.

Wetlands – In 2003, the Town had a wetlands delineation map prepared for the entire 348 acre parcel. Two wetlands were identified that may be included in the park. The wetlands located in the northeast is approximately 10 acres. A second wetlands is located further south, in the area just north of the Town’s baseball fields and is approximately 6 acres. In all likelihood, the location of the wetlands will necessitate that they be crossed via a raised boardwalk in at least one place and perhaps more.

Scope of Work

After consultation with the Town Board, the Parks Superintendent and other Town staff, and with input from the public, the Designer should prepare a program for the park including:

- a. Lakefront trail
- b. Access roads
- c. Covered pavilion for picnics and gatherings
- d. Picnic areas
- e. Other passive recreation
- f. Fishing decks or platforms
- g. Restroom facilities
- h. Off-leash dog area/Dog Run

The Designer should make recommendations for other facilities not included in the above list.

The Designer should prepare three concepts to present to the Town Board, selected staff and the public. Due to the grade changes along the water’s edge, the Designer should include a preliminary grading plan to accompany the concept plans.

Additionally, the Designer should include a concept that includes waterfront property still owned by New York State. This is the parcel that abuts Town property to the north and includes the former Children's Psychiatric Center. It is designated as Parcel 9 on the Map.

One concept will be selected for development into a schematic design. Once developed, the schematic design will be presented to the Town Board, staff and the public. After acceptance by the Town Board, the Designer will direct a registered land surveyor to prepare a metes and bounds survey of the park. Preparation of the survey will be considered a reimbursable expense for the Designer.

Approach to Project

Describe your firm's approach to the design of the project. Describe your approach to working with the community. Estimate the number and purpose of meetings anticipated with the Town Board and Town staff.

Qualifications

Describe the staffing for this project; include each person's role, expertise, relevant background, and projected hours. Identify the project manager. Describe the qualifications of all key personnel. Identify the name of the surveyor who will prepare the metes and bounds survey and whether that person is in-house or is a consultant.

Include a list of similar projects that you or your firm have completed; include a project description, the scope of work that your firm provided, the key personnel who were involved from your firm and your contract amount. Provide the name ~~and~~ telephone number ~~or~~ **and** email address of the owner whom we may contact for a reference.

Deliverables

The Designer will be required to prepare three concepts and develop one concept into a schematic design. Once the schematic design is approved, a metes and bounds survey will be prepared of the proposal park.

Price Proposal

Submit a cost proposal showing a fixed price and an estimate of reimbursable costs. Identify the reimbursable costs. Hourly rates for potential additional work must be included. The cost for the survey will be considered a reimbursable expense.

Schedule

Please indicate when your firm is able to begin work and the length of time required to complete the Scope.

Proposal Submission

Proposals should not exceed 25 pages in length. Please submit one electronic version to Supervisor Andy Stewart at astewart@orangetown.com; one electronic version to Parks Superintendent Aric Gorton at agorton@orangetown.com and **ten hard copies** of your proposal no later than 11:00 AM Thursday, June 8, 2017 to:

Town Clerk
Town Hall
26 W. Orangeburg Road
Orangeburg, NY 10962

- **Proposals are due June 8, 2017 at 11:00 AM**
- **Site visit/walk-through on ~~Thursday~~, Monday, May 22, 2017. Meet at Town Hall at 10AM for an information session, then tour the site.**

Available Information

Soil information for the site is available in: *Rockland Psychiatric Center Options for Reuse* prepared by Kasler Associates, Craig Whitaker Architects and Kenneth LeBrun Consultants, 1998.

Wetlands maps are available in: *Wetlands Delineation Report Town-Owned Portion of Rockland Psychiatric Center Property Orangetown, New York*, prepared by Lawler, Matusky & Skelly Engineers LLP, Pearl River, New York, Environmental Science & Engineering Consultants, December, 2003.

Additional maps and documents are included with this RFP and can be found under the Projects Section of the Town's website Orangetown.com

Questions about the site or the RFP can be directed to Aric Gorton, Superintendent of Parks, Recreation, and Facilities at agorton@orangetown.com, 845-222-3080