

SoHo Broadway BID Request for Proposal District Mapping Services

Scope of Services

1. GIS Base Mapping

The purpose of this project is to create a map of the SoHo Broadway Business Improvement District (“District Map”) using existing datasets and surveyed data for use by the BID for future analysis.

a. Existing Data

The following information should be assembled from existing data sources for the study area:

- Land use, tax blocks and lots
- Property or building footprints
- Sidewalk and pavement edge
- Road centerline
- Location of local and regional public transportation routes
- Bicycle infrastructure
- BID boundaries

b. Survey Data

The following information should be surveyed, drawn in a CAD-based program, and converted into a GIS shape file so it can be mapped with various appropriate layers of information:

- Sidewalk furniture (ie benches, trash cans, etc.)
- Sidewalk fixtures (ie sign posts, street light posts, traffic sign posts, bike racks, parking muni meters, fire hydrants, standpipes, mail boxes, etc.)
- Building entrances, subway entrances, sidewalk vaults, sidewalk widths and changes in curb line
- Ground floor building uses
- Sidewalk grates, including subway grates
- Parking regulations
- Bus stops/shelters
- Location based sidewalk vendor regulations applicable to general, food and vehicle based vendors (ie food truck and other similar vehicle based vendors)

The selected consultant will deliver a block face by block face District Map of Existing Data and Survey Data. The Consultant will deliver maps in a PDF file format and underlying application files of the District Map that can be updated following the completion of this project. Map scale should allow each block face map to be printed on 8.5 x 11 or such other scale as may be determined by the parties. All sidewalk features within the district (ie fixtures, furniture, entrances, etc.) need to be located at scale and projected at the same coordinate system as existing data to allow for seamless use.

Vendor regulation data must be displayed as polygons that show allowable and non-allowable locations by vendor type within the District. The purpose of this map is to clearly show locations where vending is allowed and allowed within the District.

2. GIS Mapping and Sidewalk Inventory Report

Using the map files created in 1, create a GIS based map with GIS layers for the all of the features outlined in 1 above.

The purpose of these maps are to permit the BID to: (A) create maps of specific features located within the district (e.g. a map of property lines, sidewalk envelope and all street lights located in the District) and (B) map a regular recurring (ie weekly, monthly or quarterly) inventory of conditions in the district including graffiti, maintenance issues with public sidewalk fixtures and furniture (eg street light bulb burned out, broken trash receptacle, etc.), location and classification of vendors in the district, scaffolding and other future conditions.

The GIS mapping system must be designed to be used and updated in the field. The consultant shall identify the appropriate software (internet based commercial or open source platform), develop/modify appropriate software application to undertake the uses described in A and B, and shall assist the BID in the application's deployment and integration with the GIS software.

Proposal Submission Process

Submission Deadline: March 13th, 2015 at 5:00 pm

Submission Requirements and Format

Proposals must contain the following information. **Proposals which do not comply with the requirements of this RFP will not receive consideration:**

- ◆ **Approach** – Provide a clear description of how the consultant will complete the scope of services and the format to be used for communication and presentation.
- ◆ **Fee** - Provide a breakdown of the cost for each phase and component of the project. Provide hourly rates and conditions for any additional work beyond the scope of work specified.
- ◆ **Experience/References** – Provide a description of the firm's relevant experience and capabilities and a description of no more than five (5) comparable projects. Please provide the name and contact information for a reference for each project listed.
- ◆ Proposals must be received by the SOHO Broadway BID no later than 5:00pm on March 14th.

Proposals should be addressed to:

Mark Dicus
Executive Director
SoHo Broadway DMA, Inc.
c/o Newmark
594 Broadway, Suite 311
New York, NY 10012

Proposals should be in PDF format and submitted via email to info@sohobroadwaybid.org with a copy to mdicus@sohobroadwaybid.org.

Questions: Organizations with questions about the RFP may submit them to the SoHo Broadway BID via email to mdicus@sohobroadwaybid.org.