



ADDENDUM #3

Third Addendum to the Request for Proposals for the Development, Operation, and Maintenance of a Food, Beverage and/or Merchandise Concession at Café Building and Kiosk 2 and the Request for Proposals for the Development, Operation and Maintenance of a Food, Beverage and/or Merchandise Concession at Kiosk 3 at Fordham Plaza in the Borough of the Bronx

**Café Building and Kiosk 2 Solicitation #84125BXAD680
Kiosk 3 Solicitation #84125BXAD679**

To: All Prospective Proposers

From: Will Godovski, Project Manager

Subject: Third Addendum to Request for Proposals (Solicitations #84125BXAD680 and #84125BXAD679)

Date: _____ May 14, 2025

Thank you for expressing interest in the New York City Department of Transportation ("DOT") Request for Proposals for the Development, Operation, and Maintenance of a Food, Beverage and/or Merchandise Concession at Café Building and Kiosk 2 at Fordham Plaza in the Borough of the Bronx (the "Café Building and Kiosk 2 RFP") and/or the Request for Proposals for the Development, Operation, and Maintenance of a Food, Beverage and/or Merchandise Concession at Kiosk 3 at Fordham Plaza in the Borough of the Bronx (the "Kiosk 3 RFP"; collectively, the "RFPs").

This addendum is being issued to provide written responses to questions that were raised at the May 7th on-site visit and May 8th virtual meeting regarding the RFPs. Capitalized terms used in this addendum but not defined herein shall have the meanings ascribed to them in the RFPs.

Proposers shall acknowledge the receipt of this addendum and any additional addenda that may be issued by DOT for this solicitation in their proposal submissions.

Proposers should note that any additional information not included in this addendum and/or any further changes to the RFPs will be communicated in the form of a written addendum from DOT. An addendum from DOT is the only official form of communication regarding additional or clarifying information pertaining to the RFPs. All other terms and conditions of the RFPs are unchanged by this addendum and shall remain in full force and effect.

Please contact Will Godovski, Project Manager, at 212-839-6550 or vgodovski@dot.nyc.gov if you have any questions regarding the RFPs or this addendum.



DUE DATE FOR PROPOSAL SUBMISSIONS

The due date for both RFPs is **Friday, May 23, 2025, at 2 PM.**

As stated in the RFPs, all proposals must be received by the submission deadline and hand delivered to 55 Water Street – BID Room, Ground Floor, New York, NY 10041. The Selection Committee may decide to contact certain proposers through a virtual meeting. Such potential meetings may occur during the week of June 8, 2025.

RESPONSES TO QUESTIONS ABOUT THE CAFÉ BUILDING AND KIOSK 2 RFP:

Q1: Can the roof of the Café Building be accessed for gardening?

A1: Both the canopy and Café Building roof were not originally designed to accommodate a rooftop garden. However, if a rooftop garden is part of your proposal, if feasible, it would require approval from the appropriate agencies in charge of oversight.

Q2: Are proposers responsible for the entire roof of the Café Building?

A2: Please see A19 in Addendum #1 of the RFPs, which is copied below for convenience:

Yes, DOT expects that the selected concessionaire will, at their sole cost and expense, make a substantial investment to the Licensed Premises, including capital improvements in order for a concession to operate in the Café Building and Kiosk 2. Additionally, the selected concessionaire will be responsible for maintaining the Licensed Premises. Please refer to section (2) of the Café Building and Kiosk 2 RFP, which provides, amongst other things, that successful proposers must plan to "Repair or replace the existing roof including the roof drainage system where necessary". DOT cannot provide a cost estimate.

Q3: Is there lighting that shines under the roof overhang of the Café Building?

A3: Yes. Please refer to section 2 of Exhibit B (the Concessionaire's Manual) of the Café Building and Kiosk 2 RFP.

Q4: What is the acceptable signage size on the Café Building? Would an elevated sign be allowed above the roof?

A4: Please refer to Section 4 (Signage Guidelines) of Exhibit B (the Concessionaire's Manual) of the Café Building and Kiosk 2 RFP. Proposals that do not comply with the 'Signage Guidelines' will be subject to additional approval from the Public Design Commission (PDC).

Q5: Is gas cooking permissible in the Café Building?

A5: Gas cooking will be considered but DOT prefers electric operations. Please refer to section 3 of Exhibit B (the Concessionaire's Manual) of the Café Building and Kiosk 2 RFP for the utility chart.



Q6: Are there exhaust hoods for the Café Building?

A6: No. Please refer to section 2 of the Café Building and Kiosk 2 RFP which provides that DOT is seeking proposals that include certain capital improvements, which includes installation of ventilation and any other systems related to a food/beverage/merchandise service establishment (e.g. refrigeration, point of sale, and food storage).

Q7: Can there be a second bathroom built in the Café Building for a 75+ diner establishment?

A7: Please refer to Section 2 of the Concessionaire's Manual, which is Exhibit B of the Café Building and Kiosk 2 RFP to plan for additional bathrooms. DOT can also provide technical drawings of the Café Building by request. Proposers can reach out to the Project Manager, Vilyam Godovskiy at vgodovskiy@dot.nyc.gov or call (212) 839-6550, for access.

Q8: Are utilities the concessionaire's responsibility?

A8: Please refer to A4 in Addendum #1 of the RFPs, which is copied below for convenience:

Please refer to section B(22) and Exhibit B of the RFPs. Exhibit B (the Concessionaire's Manual) of the Café Building and Kiosk 2 RFP, includes a Utility Chart in section 3, which provides the status of the utility connections for the Café Building. Exhibit B (the Concessionaire's Manual) of the Kiosk 3 RFP includes a Utility Chart in section 3, which provides the status of the utility connections for Kiosk 3.

Please refer to Attachment A of Addendum #1 for the Concessionaire's Manual for Kiosk 2, which includes information regarding utility connections in section 3.

Q9: Is there a ventilation and air conditioning system in the Café Building?

A9: Please refer to Section B(2) and Section 2 of Exhibit B of the Café Building and Kiosk 2 RFP.

Q10: Is the sewer trap just for the Café Building?

A10: Yes. There is a sewer trap pit in the Café Building, but not in Kiosk 2 or Kiosk 3. Please refer to sheets 15 and 18 of 122 of the technical drawings of the Café Building, of which DOT can provide by request. Proposers can reach out to the Project Manager, Vilyam Godovskiy at vgodovskiy@dot.nyc.gov or call (212) 839-6550, for access.

Q11: Is the Café Building allowed to be used for multiple businesses?

A11: Please refer to A22 in Addendum #1 of the RFPs, which is copied below for convenience:

Yes. While the concession agreement will only be entered into by one entity, the concession agreement will allow for that entity to sublicense to a different entity. Refer to section B(5) of the Café Building and Kiosk 2 RFP which indicates that all sublicensing



agreements and operations are subject to DOT's prior written approval. Creative proposals for the Café Building and Kiosk 2 are welcome.

RESPONSES TO GENERAL QUESTIONS ABOUT BOTH RFPs:

Q12: How does plaza maintenance work with The Hort? Is there a border with what The Hort maintains? Can the outdoor space be anywhere in the plaza?

A12: Pursuant to a contract between The Horticultural Society of New York ("The Hort") and DOT, The Hort provides certain operational and management services at certain DOT public spaces, including, but not limited to, sweeping, washing, plant bed maintenance, trash removal, light repair work, and other tasks as necessary. The Hort staff members perform these services at Fordham Plaza daily.

The Hort only provides operational and management services at Fordham Plaza in the areas outside of the designated Licensed Premises. Please refer to the Exhibit A of the RFPs for a detailed map of what will be included in the Licensed Premises.

Q13: Can DOT review proposals before submission?

A13: No.

Q14: How much is rent?

A14: Please refer to A12 in Addendum #1 of the RFPs, which is copied below for convenience:

There is no rent for the available structures. In lieu of a concession fee for the use of the Licensed Premises, as compensation to the City, the concessionaire shall invest the revenue generated from the Concession into the maintenance (including repair) of the Licensed Premises. Please refer to section B(11) of the RFPs.

Q15: Do proposers need to submit capital investment value?

A15: Yes, please submit your projected capital improvement costs as part of your Operational Plan, per section 3 of the RFPs.

Q16: What is the expected timeline for the project?

A16: See below chart.



Date (all ranges approx.)	Event
February 26, 2025	Request for Proposal Release
March 2025 and April 2025	Addendum #1 and Addendum #2 released to address proposer questions
May 07, 2025, at 10:00 AM	Site Visit #2
May 08, 2025, at 10:00 AM	Virtual Proposer Meeting
May 23, 2025, at 2:00 PM	Proposal Due Date
early to mid June 2025	Selection/Interviews if applicable
late Spring 2025	Notification to Proposers of selection/non- selection
Summer to early Fall 2025	Draft and Negotiate Concession Agreement with Selected Proposer
Fall to Winter 2025-2026	Franchises & Concessions Review Committee (FCRC) vote, Execution, and Registration of Concession Agreement
Late Winter 2026	Concession Agreement Term Commences when DOT issues Notice to Proceed

Q17: How does releasing this RFP benefit the City?

A17: DOT seeks a concessionaire to activate the Licensed Premises with a high-quality public amenity. Additionally, as compensation to the City, the selected Concessionaire will be required to invest the revenue generated from the Concession into the maintenance (including repair) of the Licensed Premises.

Q18: Is Kiosk 1 available?

A18: No, Kiosk 1 is not available and is currently subject to an active concession agreement.

Q19: How can I ensure that my proposal is considered responsive to the RFP(s)?

A19: Please carefully review sections B, C, D and E of the RFPs for requirements and guidelines on proposal submission.

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Department of Transportation

Ydanis Rodriguez, Commissioner

Q20: Is renewal up to the concessionaire or is it a mutual process?

A20: Renewals are subject to the sole discretion of DOT. Please refer to the Term section on page 5 of the Café Building and Kiosk 2 RFP and page 4 of the Kiosk 3 RFP.

Q21: Is a liquor license permitted?

A21: Yes. Please refer to section B(12), "Alcoholic Beverages", of the RFPs.

Please also refer to Section C (6) of the RFPs- "In the event concessionaire serves alcohol, or shall permit a subconcessionaire or others to serve alcohol on the Licensed Premises, concessionaire shall carry or cause the subconcessionaire or others to carry liquor law liability insurance in an amount not less than Five Million Dollars (\$5,000,000) per occurrence, and name the City as additional insured. Such insurance shall be effective prior to the commencement of any such service of alcohol and continue throughout such service of alcohol.

Q22: Are there requirements for hours of operation?

A22: As per section B(13) in the Café Building and Kiosk 2 RFP, all hours of operation are subject to DOT's prior written approval. Outdoor seating areas within the Licensed Premises must remain open and accessible to the public outside of the concessionaire's hours of operation.

Please note sections B(32) and B(33) of the RFPs. The selected concessionaire will be expected to plan accordingly and accommodate the City for its own special events or for special events by others that the City authorizes.