

RFQ - Architectural Design Services  
Project: Philmont Rising - BOA Pre-development Activities  
in the Village of Philmont, NY

**Questions & Answers – Set # 1, 09/15/23**

1. Can you clarify the deliverables for the project? The RFQ mentions “next level concept designs”, schematic design” and “plans and specifications”. These all represent very different phases of design.

For the purposes of the BOA pre-development activities, next level concept designs include the following:

**Deliverables**

**1. Design Concepts for Waterfront park, playground, and community center on the bank of Summit Lake (Subarea 1)**

***Final Products:***

- Plans and specifications advancing an existing concept plan for the area including final design concepts, elevation drawings, section drawings, perspective drawings to convey how this strategic site, streetscape, and other areas of interest have the potential to appear after development or improvements are completed.
- An order-of-magnitude estimate of probable construction cost for the selected final Preliminary Design plan.

**2. Design Concepts for Canal St. Parking Lots and Community Plaza (Subarea 2)**

***Final Products:***

- Plans and specifications advancing an existing concept plan for the area including final design concepts, elevation drawings, section drawings, perspective drawings to convey how this strategic site, streetscape, and other areas of interest have the potential to appear after development or improvements are completed.
- An order-of-magnitude estimate of probable construction cost for the selected final Preliminary Design plan.

2. Will one consultant be selected for both subareas or may they be divided between two consultants?

Qualifications can be submitted for one site by one consultant, or two consultants with each consultant addressing either Subarea 1 or Subarea 2, or two consultants as a team for both Subareas. The Village reserves the right to select two consultants (one for each Subarea).

3. Can you clarify/be more specific what is expected from the market study? Is the market study about the potential parking revenue?

The RFQ is only addressing architectural design services for Subarea 1 and Subarea 2. As such, qualifications do not need to address the Subarea 2 scope of work for a market study for the Canal St parking lots and Community Plaza. A correction was posted to the RFQ on 9/12/23 available on the [Village of Philmont website](#).

4. Is a budget set for this phase of work?

The RFQ is intended to receive qualifications from consultants. Based on the selection of consultants who submit the required RFQ materials each consultant will be contacted for a follow-up conference where a budget (bid) will be discussed and negotiated.

5. For Task A, is sub area 1 the area shown in blue on PDF page 2/57 of the Summit Lake and Community presentation or should only the subarea shown on page 8/57 be considered the limits of work?

The PDF referenced in the above Question #5 is:

**Summit Lake and Community Center Presentation**

**Page 1** shows the waterfront of Subarea 1 with the Community Center location.

**Page 2** shows all five BOA Subareas and the interconnection of Subareas.

**Page 8** shows the concept map completed in 2018 for the community center, playground, waterfront, and Lakeshore Drive in relation to Summit Lake.

Subarea 1 and Subarea 2 materials can be found at:

<https://philmont.org/rfq-architectural-design-services/>

**Waterfront Framework, Community Center, and Canal Street Maps**

This document contains site-specific maps for Subarea 1 and Subarea 2.

**Summit Lake and Community Center Presentation**

This document is one of several community presentations for Subarea 1 conducted by the Subarea 1 Working Group and Philmont Beautification, Inc in 2022 based on community visioning sessions conducted in 2021 to advance the concepts for the redevelopment of the Community Center, Playground, and the waterfront of Summit Lake.

6. Is it desirable for responses to include landscape, engineering, and cost estimation sub-consultants for the two Work Plan tasks included in this RFQ? Or, as stated on page 2 of the RFQ, *only* architectural services exclusive of outside consultants?

Submitting qualifications for landscape architectural services, engineering, and architectural services is acceptable as applicable to the two different Subareas. Qualifications can include two separate consultants, one consultant for each of the two Subareas, or two consultants as a team.

The RFQ submission does not require a cost estimation at this time. Selected consultants will receive a follow-up where budget and bid amounts will be discussed and negotiated.

7. Could you please confirm the official deadline(s) (date and time) for digital and hardcopy submissions?

Submission of RFQ Responses is due September 29, 2023 by 2.0PM EST

8. Your RFQ requests qualifications from firms for only the architectural services to assist the Village of Philmont with next level concept designs for two Work Plan tasks for Subarea 1 and Subarea 2. Do you want designs from a Landscape Architect for the Waterfront park, playground, parking lots and plaza as well as Architectural designs for the community center? Or all designs from an architect?

Qualifications can be submitted by two different consultants, one for Architectural next level concept designs, and one for Landscape Architectural next level concept designs.

**Subarea 1** includes next level concept designs for the existing community center building, and the playground, and the site's spatial relation to the waterfront and Lakeshore Drive.

**Subarea 2** includes the three parking lots and land area directly in front of the village owned warehouse, but does not require architectural design services for the warehouse, or any other building within the site.

9. In regards to the project/RFQ referenced above, are there any additional documents available? Perhaps the prior design work?

On page 2 of the RFQ there are two links provided to additional materials documents:

*Summit Lake and Community Center*, is a PPT presentation documenting visioning sessions held in the community for the redevelopment of the community center and playground and the site spatial relation to Summit Lake and the waterfront.

*Waterfront Framework, Community Center, and Canal St. maps* show the concept maps completed in 2018 for Subarea 1 and Subarea 2.

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Philmont Beautification, Inc.  
Project Management

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Community-Based Revitalization