



CITY OF MOUNT VERNON, N.Y.
DEPARTMENT of PUBLIC WORKS

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December 17th, 2025

Honorable City Council
The City of Mount Vernon
Mount Vernon, New York
(Through the Office of the Mayor)

Re: Authorization to Issue a Request for Qualifications (RFQ) – 4th Street Park Green Infrastructure Contract Documents (RFQ #2025-RFQ-001)

Dear Honorable City Council Members:

The Department of Public Works respectfully requests authorization to issue a Request for Qualifications (RFQ) for professional consulting services related to the preparation of contract documents for improvements at 4th Street Park.

Fourth Street Park is a City-owned recreational facility of approximately 0.7 acres located in an Environmental Justice Area. The park experiences ongoing drainage and ponding issues due to poor grading and extensive impervious surfaces. While the site is well known as a historic basketball venue, large portions of the park remain underutilized and in need of improvement.

DPW has completed a Green Infrastructure Feasibility Study and a community-supported schematic design that identifies a series of improvements intended to address these issues. Proposed work includes bioretention areas, rain gardens, and porous pavement to reduce stormwater runoff, improve water quality, and enhance the overall condition and usability of the park. The proposed design also preserves existing mature trees and anticipates coordination with Con Edison's planned geothermal project at the site.

Through this RFQ, the City seeks to retain a qualified consulting team to prepare final design and contract documents suitable for public bidding. Services will include surveying, geotechnical and environmental investigations, permit coordination, phased design submissions, bid assistance, and construction-phase services.

The project is expected to be funded through a combination of New York State Environmental Facilities Corporation (EFC) Green Infrastructure Project Grant (GIGP) funding and New York State Office of Parks, Recreation and Historic Preservation (OPRHP) Environmental Protection Fund (EPF) funding. All work will be performed in accordance with applicable State grant and procurement requirements.

Issuance of this RFQ does not obligate the City to award a contract. Upon completion of the evaluation process, DPW will return to the City Council with a recommendation for contract award and authorization to enter into a professional services agreement, subject to funding availability.

Requested Action

The Department of Public Works respectfully requests that the Mount Vernon City Council:

1. Authorize the issuance and advertisement of RFQ #2025-RFQ-001 for professional consulting services for the 4th Street Park Green Infrastructure Project; and
2. Authorize the Commissioner of Public Works, in coordination with the Purchasing Department, to evaluate submissions and return to the City Council with a recommended firm for award.

This authorization will allow the City to move forward with a critical project that addresses long-standing drainage issues while improving a key neighborhood park.

Thank you for your consideration. Please contact my office should you require any additional information.

Respectfully,



Damani L. Bush
Commissioner of Public Works
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