



Mayor's Office of Criminal Justice

Elizabeth Glazer, Director
One Centre Street, 10th Floor
New York, NY 10007

NYC Department of Correction

Cynthia Brann, Commissioner
75-20 Astoria Blvd, Suite 305
East Elmhurst, NY 11370

August 26, 2019

Marisa Lago, Chair
City Planning Commission
120 Broadway
New York, NY 10271

Re: Borough-Based Jails System Post-ULURP Design Review

Dear Chair Lago:

Thank you for inviting the applicant team¹ for the proposed New York City Borough-Based Jails System to testify at the City Planning Commission's (Commission) public hearing on July 10, 2019. We are writing with follow-up information requested by the Commissioners and the Department of City Planning (DCP) during and after the hearing concerning the Commission's and DCP's continued participation in reviewing the design aspects of the borough-based jails following completion of the Uniform Land Use Review Procedure (ULURP).

Subject to approval of the borough-based jail system application in ULURP, the Department of Design and Construction (DDC) will be developing and implementing a program for the administration and management of the design build projects necessary to construct the borough-based jails system. DDC has brought on board a Program Management Consultant team (PMC), which is a joint venture between AECOM and Hill International (AECOM-Hill), to assist program delivery. DDC, with support from the PMC, will oversee each of the proposed projects through completion of construction, including ensuring that design principles and guidelines are developed in consultation with DCP, incorporated into the solicitation documents, periodically presented to the Commission and reflected in the designs for each of the proposed borough-based jails.

Because of the unique scale and scope of the projects, DDC and the applicant team agree that ensuring frequent and meaningful DCP participation in design development is critical. Further, because the projects are being presented to the Commission in ULURP at an earlier stage of design than typical, DDC and the applicant team agree that the Commission should have the opportunity to provide input after the conclusion of ULURP. To provide for DCP's continued input into design, as detailed below, DDC and the applicant team will consult with DCP over

¹ The applicant team includes the Department of Correction (DOC); Mayor's Office of Criminal Justice (MOCJ); Department of Housing, Preservation and Development (HPD); Department of Citywide Administrative Services (DCAS).



design elements for each jail project, including urban design, site and access (such as building entries, curb cuts and loading), relationship to adjacent public realm and open space, size and location of ground floor uses, massing and building form, as well as zoning compliance. Further, also as detailed below, the Commission will be provided with regular presentations on such design elements. DDC and the applicant team will ensure that the Commission's and DCP's comments are carefully considered and incorporated as appropriate in the development of criteria and specifications for the solicitation process and in the final design for each borough-based jail.

Specific measures that DDC and the applicant team will take to ensure the Commission's and DCP's continued participation in and review of the design of the proposed borough-based jails following ULURP are as follows:

The Commission:

DDC and the applicant team will brief the Commission as follows: 1) after the approval of ULURP to provide an update on overall borough-based jail system delivery process and timeline, the development and incorporation of design guidelines and principles into procurement and other documents, and community engagement; 2) prior to issuance of any Request for Proposals (RFP) for a design/build contract for a borough-based jail, to provide an overview of design guidelines related to urban design, site and access, public realm and open space, ground floor uses, and massing and building form; and 3) after the award of the design/build contract for each of the proposed borough-based jails to provide an overview of the winning conceptual designs. In addition, DDC and the applicant team agree to provide additional briefings to the Commission as the Chair may, from time to time, request. Commission briefings will include discussion of key design elements and updates on the design and project progress.

DCP:

DDC and the applicant team will regularly meet and consult with DCP related to design of the borough-based jails. At a minimum, DDC and the applicant team will:

1. During development of the RFQ(s) and RFP(s) for each proposed borough-based jail, ensure DCP representation on the Design Advisory Group (DAG) and solicit DCP's input on the design requirements and criteria relevant to urban design, site and access, public realm and open space, ground floor uses, and massing and building form for selection of a Design-Builder. DDC will also provide drafts of relevant sections of each RFP to DCP for its review and comment.
2. After each RFP is issued, include a DCP representative as a member of the appropriate technical and design evaluation teams to solicit input on preliminary concept designs and final design submissions related to urban design, site and access, public realm and open space, ground floor uses, and massing and building form.
3. After award of contracts in response to each RFP, provide DCP with design plans and supporting documentation, including any revisions arising from feedback during selection process (equivalent to 30% design).



4. After completion of final design for each borough-based jail, consult with DCP as to any proposed material changes to such design.

DDC will provide DCP copies of the 30% design plans and supporting documentation DDC submits to the Public Design Commission concerning the borough-based jails. DCP may provide comments on such plans and documentation to DDC within 30 days of submission. At the request of the CPC Chair, DDC will make a presentation to the CPC and consider the CPC's input.

DDC and the applicant team will thoroughly consider all comments provided by the Commission and DCP and will meet with DCP to discuss such comments as requested by DCP.

Thank you for your attention to this application. We look forward to discussing these topics during the post-hearing follow up review session on August 26, 2019.

Sincerely,

Cynthia Brann, Commissioner
NYC Department of Correction

Lorraine Grillo, Commissioner
NYC Department of Design and Construction

Elizabeth Glazer, Director
Mayor's Office of Criminal Justice