

I. NOTICE OF REQUEST FOR PROPOSALS

A. Purpose

The purpose of this RFP is to solicit proposals from qualified firms for the creation of a housing tenure and anti-displacement study, analyzing the benefits and potential impacts of the QueensLink project on the borough of Queens and the city as a whole. The study will evaluate the QueensLink project's effect on the local housing stock and develop scenario plans for short-, medium-, and long-term tenure for existing and future residents.

QueensRail Corporation

QueensRail Corporation is an all-volunteer, 501(c)(3) nonprofit organization created in 2015 to advocate for the reintroduction of rail transit on the abandoned Rockaway Beach Branch (RBB) in the New York City borough of Queens. In 2019, the name “QueensLink” was adopted to better describe the combined rails AND trails vision for the RBB corridor. For the purposes of this RFP, all references to “QueensRail Corp.” and “QueensLink” refer to the same entity.

QueensLink Project Background



QueensLink’s goal is to reactivate the abandoned RBB as part of New York City’s subway network, bringing four new stations to critical transit deserts and struggling commercial corridors. The QueensLink

vision will also provide bicycle trails, walking paths, and park space on the remaining 33 acres of land in the right-of-way.

QueensLink is a once-in-a-lifetime opportunity to create a new backbone for sustainable transportation and recreation within New York City.

QueensLink has been in communication with the elected officials and community groups regarding this study, and there are a number of items that these stakeholders would like to see in the final study. The following is a brief summary of those items and approaches. It is up to the consultant to determine how they wish to address these throughout the study progression, and the chosen consultant will coordinate with QueensRail Corp to ensure all questions are answered for seamless integration into advocacy efforts.

- Strengthen the project's commitment to ameliorating the city's affordable housing crisis and preventing displacement in existing communities.
- Exploring potential models for responsible transit oriented development.
- Understanding future population densities, land-use scenarios, and community assumptions regarding envisioned density/zoning at station locations.

In early 2026, QueensLink released an Initial Business Case (IBC) study, solidifying the socioeconomic value the rail reactivation would bring to riders, nonriders, nearby community members, the MTA, and the State budget. The IBC should be used as a positioning document for future refinement and should keep the need for QueensLink urgent and relevant. Its findings demonstrated that the requisite ridership exists and will exist as the corridor develops and that the net benefit to the community means that the MTA should invest in this project over holding the capital long-term.

Reconnecting Communities Grant Background

QueensLink intends to build upon the success of the IBC study by running three simultaneous projects under a Reconnecting Communities Program grant administered by the Federal Highway Administration (FHWA). These concurrent projects are:

- Regional Input/Output Analysis Study
- ***Housing Tenure & Antidisplacement Study (This Project)***
- Community Engagement Plan and Program Delivery

Firms selected for these studies will work together on a parent timeline to deliver intermittent findings to be collated and distributed to interested stakeholders, elected officials, local champions, developers, and nonprofit organizations with keen interest in the success of the project.

Housing Tenure & Anti-Displacement Study Background

As a grassroots, community-led project, QueensLink takes issues communities raise seriously, including the potential for the project to induce displacement of longtime residents. At the same time, we recognize new transportation infrastructure can be a catalyst for affordable housing development and new residents near the Rockaway Beach Branch reactivation.

This study will define the vulnerabilities of surrounding neighborhoods to potential displacement and examine strategies the local, State and Federal government can undertake to mitigate potential displacement and maximize the potential for new affordable housing in the project area. This includes an analysis of the existing housing landscape, demographic/population trends, and the development of a long term housing plan for the study area.

General Information

Proposed Timeline

September 30, 2026 - Advertisement of Request for Proposal

October 14, 2026 - RFP Q&A for Proposers (2:00pm EDT, RSVP on the **RFI Form in Section III** required)

November 18, 2026 - Deadline for Proposal Submission

December 13, 2026 - Selection of Consultant Team

January 4, 2027 - Notice to Proceed Issued to Consultant

July 31, 2027 - Target Completion Date for Study

QueensRail Corp. reserves the right to modify this timeline at any time. The consultant must include a timeline in their proposal that identifies key milestones to complete work by the Target Completion Date. Upon contract execution, the consultant must adhere to the timeline outlined in their proposal, unless otherwise directed by QueensRail Corp.

Budget

The consultant should provide a competitive cost estimate for completion of tasks as defined in Section II, “Scope of Services.”

Submission Deadline

Prospective consultants must submit their proposals by November 18th, 2026, at 11:59:59 PM EDT.

Qualification and Requirements

QueensRail Corp. is seeking consultants who have the following qualifications and experience.

1. Experience conducting housing needs studies, particularly in the New York City Metropolitan Area

2. Understanding future population densities, land-use scenarios, and community assumptions regarding envisioned density/zoning at station locations.
3. Familiarity with local housing policy including recent rezonings such as “City of Yes”
4. Expertise in practices and models used for economic and public and private investment analyses.
5. A deep understanding of equitable transit access, public investments, and the socioeconomic dynamics of marginalized communities.
6. Proposers must submit three references for similar studies. All references must entail studies with completion dates within the last ten years of the advertisement date of this RFP. Proposers must provide the final study from each reference.

II. SCOPE OF SERVICES

Consultants will evaluate the tasks below and provide a comprehensive report detailing their findings as the final end product of this housing tenure and anti-displacement study. Proposals must explain how the proposer plans to approach/address both throughout the report creation process and the final report. Explain how your group is best suited to analyze the following items. Proposers may also suggest alternative approaches to the Tasks with justification. We are seeking the best approach, and are open to being convinced.

The QueensLink team expects the outputs of these tasks to be organized in milestones to coordinate with the Community Engagement Plan (CEP) team’s (another study funded by this Reconnecting Communities Grant) ability to deliver results to stakeholders and community members.

Task 1: Project Management and Coordination

The consultant will produce concise, 1-2 page monthly progress updates on the study process sharing progress in addition to regular standing meetings. The consultant will also maintain a parent project schedule and inform QueensLink in advance any changes that affect the project’s delivery. The consultant will also be responsible for providing a coordination plan that syncs milestones developed within this project’s scope with the other two projects QueensLink is running concurrently: The Regional Economic Input/Output Analysis and the Community Engagement Plan.

Task 2: Existing Conditions: Housing Supply, Demographics, and Policy

The consultant will assemble an inventory of the community’s housing stock including, but not limited to, analysis of: supply, density, property values, tenure, vacancy, age of housing, historic preservation and new construction. Also essential to this analysis is an examination of current policies that affect housing supply including rent stabilization, control and developer and landlord tax breaks. Particular attention should be given to affordable housing and its locations within the study area. The consultant will take care to define “affordable” for the purposes of analysis.

The consultant will examine current data and provide statistical analysis of the demographic/population in the study area including but not limited to household income, dynamics, and personal vehicle ownership and compare population characteristics to the rest of Queens and New York City.

Task 3: Housing Market Demand, Profiles and Forecasting Scenarios

The consultant will determine housing demand trends including: rigorous estimates of owned and rental housing demand in the study area from now through 2040. (including single family, market rate, student housing and affordable housing options including but not limited to income eligible rentals).

The consultant will provide guidance on mechanisms and policies that encourage redevelopment of underutilized property as well as infilling of vacant undeveloped parcels that consider contextual elements and neighborhood character, both before and after QueensLink brings new access. The consultant will forecast demand for housing within the study area induced by new transit and analyze the level of risk of current communities for potential displacement.

Task 4: Develop a 20-Year Housing Plan

The consultant will develop a comprehensive long-term housing strategy that will address potential systemic shortages, and aligns with the city's existing housing goals including, but not limited to, rezonings for transit-oriented development and alternative housing models including accessory dwelling units. The goal of this housing plan should be to translate identified housing shortages or gaps in the study area into a framework that meets a growing and evolving demand and allows for development or rehabilitation of desired housing types including the number of housing units by type, and price point. It is especially important to examine how QueensLink can catalyze this new development and be at the center of the City's long-term housing strategy.

Task 5: Tenure and Displacement Policy Recommendations and Funding Opportunities

The consultant will identify specific inclusionary housing policy recommendations that effectively mitigate the challenge of displacement by increasing the housing supply while maximizing existing residents' choices about when, whether and under what circumstances to move out or into the study area. The consultant will identify available local, State and Federal funding opportunities for both private and public projects to expand housing access and preserve the ability of existing residents to benefit from improved neighborhood infrastructure and amenities.

Task 6: Final Report & Presentation, Spreadsheets, Methodology, and Data

The consultant will build a final report and presentation for integration into QueensLink's larger advocacy efforts that includes findings from Task 2-5 and a detailed, plain English explanation of methodology used to develop these results. The consultant will also provide the data in the appropriate format in a timely manner to support QueensLink's ongoing development of Open Data for interested stakeholders to use.

III. SUBMISSION REQUIREMENTS

Proposals must be submitted to the following email address with the following in the subject line: PROPOSAL SUBMISSION for QueensLink Housing Tenure and Anti-Displacement Study 2026 from *Your Firm's Name*.

Proposal Submission Email: info@queenslink.org

QueensLink will provide a confirmation response upon receipt of the proposal. If you do not receive a receipt confirmation within 3 days of proposal submission, please follow up at the above email address as necessary.

All Requests for Information (RFI) regarding questions or clarifications must be submitted via the following web form **before 11:59:59 EDT on October 13, 2026**.

[CLICK HERE FOR THE RFI FORM](#)

If necessary, interpretations or clarifications in response to such questions will be made by issuance of an “Addendum” within a reasonable time prior to proposal closing. QueensRail Corp. may, at its discretion, extend the submission deadline date with written notice. It is the Proposer’s responsibility to ensure that proposals are received prior to the stated closing time. QueensRail Corp. shall not be responsible for the proper identification and handling of any proposals submitted incorrectly. **Late proposals, late modifications, or late withdrawals will not be considered** after the stated submission deadline. The submission and signing of a proposal shall indicate the intention of the consultant to adhere to the provisions described in this RFP.

Only questions answered by formal written addenda will be binding. Oral and other interpretations of clarifications will be without legal effect.

IV. PROPOSAL CONTENT AND FORMAT

Consultants should prepare their proposal in the format specified below.

1. Title Page - Proposer should identify the RFP subject, name and title of contact person, address, telephone number, email address, and date of submission.
2. Transmittal Letter - The transmittal letter should be no more than two (2) pages long and should include, as a minimum, the following:
 - a. A brief statement of the Proposer’s understanding of the project and services to be performed.
 - b. A positive commitment to perform the services within the time period specified, starting and completing the project within the deadlines stated in the RFP, the names of persons authorized to represent the Consultant, their title, address, and telephone number (if different from the individual who signs the transmittal letter).

3. Table of Contents - The table of contents should include a clear and complete identification by section and page number of the materials submitted.
4. Scope of Work - Submit a work plan, broken down by task, to accomplish the work defined in the “Scope of Services” section in this RFP. The work plan should include time estimates (in hours) for each significant segment of the project and the staff level to be assigned. The planned use of subconsultants (if any) should be described and justified.
5. Experience - Provide a description of the Consultant’s experience in performing similar studies that address the key elements of the proposed scope of work. A minimum of 2 Statements of Experience (SOEs) are required that demonstrate previous experience delivering comprehensive housing studies (some or all). Provide a resume (1 page each) for each key project team member and an organization chart.
6. Coordination Plan - Provide a short (< 1 page) description of how your firm will coordinate with other firms and commitment to developing findings consistent with other project needs. NB: If you are submitting a proposal for *more than one* of these related RFPs please also include a narrative (> 1 page) describing how you will coordinate internally. Please submit this with each proposal and note which *other* proposals you are submitting. Please do not submit a single, joining proposal for 2 or 3 projects within this larger grant.
7. References - Provide a list of three (3) references that may be contacted about the Consultant’s qualifications and experience. Include the contact’s name(s), email address, and telephone number for each reference.
8. Cost Proposal - Sealed fee proposal (via password-protected PDF) shall include the total hours and fully-loaded costs, including direct and indirect costs, organized by task.

V. PROJECT BUDGET AND EXPECTED TIMELINE

The estimated budget of this project is ~\$150,000 and final report and data should be delivered by July 2027.

VI. PROPOSAL EVALUATION PROCEDURES

QueensLink will evaluate proposals based on the three criteria below to determine which Consultant best fulfills the requirements of the RFP using the following rubric using the following rubric. The proposals will be evaluated on both their technical and fee aspects. QueensLink reserves the right to modify, alter, or adjust the review and evaluation process. In addition, QueensLink will treat all proposals and related communication confidentially.

1. **Task Evaluation Factors:**
 - a. Articulated understanding of the project and project approach
 - b. Cost competitiveness
 - c. Pertinent experience and past performance of the consultant
 - d. Quality of experience of the key personnel
 - e. Overall quality of the proposal and references

Each of the scoring areas has a possible minimum to maximum score of one (1) to four (4) points for a maximum of 20 points.

2. **Interview:** At QueensLink’s discretion, the top two or three Consultants may be required to make a short presentation of their proposal. This will provide an opportunity to clarify or elaborate on the proposal, but will not, in any way, provide an opportunity to change any fee amount originally proposed. QueensLink will schedule the time and location of these presentations (if necessary) and notify the selected Consultants.
3. **Investigation of References:** QueensLink reserves the right to investigate references and the past performance of any proposer with respect to its successful performance of similar projects, compliance with specifications and contractual obligations, its completion or delivery of a project on schedule, and its lawful payment of employees and workers.

Additional Submission Notes:

1. **Generative AI policy:** Please do not submit responses to this RFP that have been generated by an AI or LLM tool. It will be rejected and disqualified at our discretion. QueensLink will use available LLM-detection software to determine the veracity of responses.
2. **Clarification of Proposals:** QueensLink reserves the right to obtain clarification of any point in a consultant’s proposal or to obtain additional information necessary to properly evaluate a particular proposal. Failure of a Proposer to respond to such a request for additional information or clarification within a reasonable timeframe could result in rejection of the Consultant’s proposal.
3. **Reservation in Evaluation:** QueensLink reserves the right to either:
 - a. Select a consultant directly from the written proposals, or
 - b. Request “Best and Final Offers” from the two finalist consultants and select based on the most competitive price.
4. **Intent of Award:** Upon review of the proposals submitted, QueensLink will negotiate a Professional Services Agreement with a Consultant(s).
5. **Proposal Rejection:** QueensLink reserves the right:
 - a. To reject any or all proposals not in compliance with these requirements.
 - b. To reject any proposal not meeting the specifications set forth herein.
 - c. To waive any or all irregularities in proposals submitted.
 - d. To reject all proposals.
 - e. To award any or all parts of any proposal.
 - f. To request additional references and other data to determine responsiveness.