

About the Work

PROPOSAL REQUEST

August 4, 2026

RE: NOR Landscapes
The Green-Wood Cemetery
Request for Proposal

I. Introduction

Founded in 1838, The Green-Wood Cemetery is a National Historic Landmark encompassing 478 acres in Brooklyn. Its historic landscape, recognized as the inspiration for Central Park, honors more than 570,000 individuals and remains one of the nation's most significant cemeteries.

Green-Wood Cemetery (GWC) invites proposals from qualified landscape architecture firms to lead a 10-week integrated landscape study of three distinct areas, Sylvan Bluff, Dell Water, and Fort Hamilton, to be approached together as a single, cohesive, phased landscape solution. Each area calls for a conceptual design that responds to its own ecological conditions and historic character, applies ecological best practices, and advances GWC's burial and revenue needs, with particular emphasis on integrating material produced by GWC's Natural Organic Reduction (NOR, or "terramation") program into the landscape. Proposals should address NOR alongside a diversity of other forms of final disposition and memorialization, and should ensure that all three designs remain in keeping with the cemetery's established Landscape Values and Treatment Guidelines, as well as historic character.

Proposals are due by 3:00 PM on **Wednesday, August 19, 2026**. Firms electing not to respond are asked to notify John Hooper of About the Work (AtW) at jhooper@atworkllc.com.

II. Contact

The Green-Wood Cemetery
c/o John Hooper
About the Work
jhooper@atworkllc.com
m: 847.337.4624

III. Project Specifics:

Project Context

Each of the three sites has its own history of prior study, though the extent and relevance of that work varies. Dell Water is the most advanced, with a prior team having developed a master plan concept spanning landscape architecture, water and ecological engineering, and site management, proposing that Dell be reshaped to once again function hydraulically and manage stormwater for a 50- to 100-year storm event. The Sylvan Bluff area has also been previously studied at a concept and feasibility level. It has also been modified to be actively managed, having been the site of GWC's most significant recent stormwater interventions. Fort Hamilton, the area adjacent to the residence, was studied only at a rough concept or sketch level, and carries historic significance along with notable access and boundary constraints. This prior work may or may not remain relevant to the design direction that emerges from this study, and proposing teams should evaluate each site's history on its own merits rather than assume continuity with past approaches.

While historical site data and hydrology are provided for context, the goal of this RFP is to develop a new concept design for all three sites.

Site Summary

Site	Conditions & Constraints
Sylvan Bluff	• Steep slopes, mature tree canopy to preserve, high water table. • 1.7 acre Kettle pond fed by a ~130-acre catch-basin watershed, hydraulically connected to Valley water • Now retrofitted to automatically act as a detention pond, managing ~95% of storm events successfully.
Dell Water	• Invasive dominant surrounding slopes • Underutilized areas for interment options • Compromised clay liner that no longer holds water • Historic connections to Crescent and Sylvan no longer function. • Requires dredging, liner repair, and restoration of hydraulic function — anticipated to be the largest single expense. • Possible DEP stormwater rerouting with staged filtration.
Fort Hamilton	• Historically significant boundary fence • Site-access limitations. • Area was partitioned for burial use.

V. Scope of Services

Project Team

The selected landscape architecture firm will serve as Prime Consultant for this concept planning effort. GWC will directly retain cost, cemetery, and other

consultants as needed; the landscape architect’s fee shall include coordination with all owner-retained consultants.

The landscape architect’s base fee shall include full coordination with any owner-retained consultants, such as cost estimators or specialty advisors, and incorporation of their findings into the study.

Key decisions are reviewed by GWC’s Landscape and Environment Committee and, for capital commitments, by its Board of Trustees. The selected firm should plan for periodic working sessions with the project team and milestone presentations as requested.

Project Timeline

GWC anticipates an approximately 10 week study addressing all three sites concurrently. The project anticipates a kickoff meeting occurring by **Thursday, September 10, 2026**, and concluding by **November 20, 2026**. To support the timeline of the project, GWC will meet regularly with the landscape architect as noted above and provide timely responses to the work presented.

Timeline	Phase	Focus
2 Weeks	Discovery & Analysis	Review prior studies and site data, conduct site walks and existing-conditions analysis, meet with staff, and establish baseline terramation volume and capacity assumptions.
4 Weeks	Conceptual Design	Develop at least (2) unified concepts and per-site conceptual designs, the terramation material-use, and memorialization strategies.
4 Weeks	Refinement & Reporting	Refine the preferred direction, prepare phasing and order-of-magnitude cost considerations, and present findings to leadership and the Board as requested.

Anticipated Phases and Scope

Discovery & Analysis (Phase 1)

- Review prior studies and existing documentation for all three sites
- Conduct site walks and existing-conditions analysis, including topography, canopy, hydrology, access, and historic and cultural features
- Meet with GWC staff and leadership to confirm operational needs
- Hold up to 3 programming sessions to confirm desired:
 - Burial / revenue generating program elements
 - Ecological needs and goals, including but not limited to biodiversity, habitat creation, and climate resilience.
 - Historical continuity of design
- Establish baseline terramation volume
- Prepare a consolidated opportunities-and-constraints summary across the three sites

Conceptual Design (Phase 2)

- Develop (2) cohesive conceptual design options including themes to be carried across all three individual sites: Sylvan Bluff, Dell Water, and Fort Hamilton
 - Develop per-site conceptual designs addressing site-specific needs
 - Delineate programmatic outcomes to allow for third-party revenue modeling

Refinement & Reporting (Phase 3)

- Refine the preferred concept based on GWC feedback
- Prepare a suggested phasing plan
- Coordinate with the cost consultant to prepare ROM cost estimates
- Prepare the final presentation that presents findings and recommendations to GWC leadership and Board as requested

VI. Compensation for Services

Respondents shall provide a fee proposal in accordance with the scope of services and study phases described herein. The fee should be presented as a lump sum, with a clear breakdown by phase.

The proposal should also identify:

- Hourly rates for all key staff and subconsultants
- Assumptions and exclusions that inform the proposed fee
- Reimbursable expenses, if anticipated, identified separately

The final fee structure, scope, and amount will be negotiated with About the Work (AtW) following review of proposals and prior to contract execution.

All proposed fees shall include coordination with GWC's cost consultant and any other owner-retained advisors necessary to complete the concept study.

VII. Proposal

The proposal should be no more than twenty (20) 8-1/2 X 11 pages and must include the sections listed below in the order presented.

Letter of Interest

Introduce the firm and demonstrate an understanding of the assignment. Briefly summarize the firm's approach, experience, and ability to deliver the requested services in a complete, timely, and professional manner.

Relevant Experience

Describe the firm's qualifications and those of any subconsultants. Provide a minimum of five (5) relevant projects, including:

- Project name, location, and brief description of scope

- Date of completion
- Firm's role and key staff involved
- Reference name, title, and contact information

Because of the specialized nature of this work, proposers must demonstrate genuine, evidenced capability in each of the following areas.

- **Cultural and historic landscapes:** demonstrated work in historically significant or protected landscapes; sensitivity to a National Historic Landmark context.
- **Ecological Design::** demonstrated ability to design landscapes that support habitat creation, biodiversity, and climate resilience.
- **Stormwater Management:** fluency in landscape-based stormwater management, hydrology, and climate-resilient design, and the ability to integrate specialist water/ecological engineering.
- **Memorialization:** experience designing places of memory, commemoration, and final disposition.
- **Soil management —** more than a basic command of soils, relevant to the handling, siting, and use of terramated material and fill.

Key Personnel and Time Allocation

List proposed team members, their roles, and the percent allocation of time to the project. Provide resumes for key staff highlighting related experience. Include a summary of current workload and availability to begin in [month].

Proposed Approach, Methodology, and Timeframe

Outline the firm's project management strategy, design methodology, and communication protocols. Describe specifically how the team will treat the three sites as one holistic study, and how it will engage GWC throughout to ensure informed decision-making. Highlight any distinctive planning or analytical tools your firm will bring to the effort.

Conflict of Interest and Prior Work Disclosure

Disclose any prior or current work for GWC and any actual or potential conflicts of interest. Firms that participated in prior studies of these sites are eligible to propose and should disclose that work.

Supplemental Information (Optional)

Include any additional materials or clarifications that may support the proposal.

Fee Schedule

Provide a fee schedule that aligns with the points below. Additionally, provide a description of how your firm would develop a fee for the work as it advances into design and construction. Given that the scope and scale of future work may vary, this description should outline your general fee methodology, assumptions, and pricing framework to help GWC understand your firm's overall approach and price point.

- Lump sum fee by phase
- Hourly rates by staff level

- Anticipated reimbursable expenses

VIII. Selection Criteria & Process

Proposals will be evaluated by Green-Wood Cemetery and About the Work based on the following criteria:

- Relevant Experience, across the five qualification areas
- Approach and Methodology, particularly the holistic treatment of the three sites
- Team Qualifications and Availability
- Quality of Submission
- Fee Proposal

Following review, select firms may be invited to participate in interviews with GWC and AtW prior to final selection.

SUBMISSION FORM (submit with proposal)
Architectural Feasibility Study
Green-Wood Cemetery
Due Date: Wednesday, August 19, 2026, by 5pm

GENERAL INFORMATION:

Name of Firm: _____

Address: _____

Contact Person/Title: _____

Phone: _____

Fax: _____

Email: _____

Website: _____

Tax ID #: _____

WBE/MBE Status: _____

Insurance Limits

General liability:	Umbrella:	Professional liability:
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