

City of De Pere James Streetscape Conceptual Design Request for Proposals- Questions and Responses. October 5, 2017

Thank you for submitting questions to the Request for Proposals!

1) Is this project considered a 30% preliminary design project? If not, at what percentage does the city consider this project to be? There are references to both design development and preliminary engineering are we to assume that they are the same scope?

- The deliverables listed for task 6 outline the required items needed for the design development set. This is similar to a 60% plan set. The engineering construction document production is not part of this scope. It is expected that the design options provided by the consultant are realistic to construct.

2) Does the City intend to prepare Construction Documents with the 30% preliminary design concept plans generated by the consultant or does the City intend to extend the 30% preliminary design project to the same consultant.

- That decision has not been made and will depend on budget and staff availability. The City reserves the right to issue a separate RFP for construction documents.

3) Does the City have a preliminary construction cost estimate for this one block street scape and utility project? Is it in this year's capital improvements plan or how does the City intend to pay/finance it.

- Funds for the project are included in the 2018 CIP. The actual construction cost estimate is to come from the preferred design as part of this project. Construction costs will be an important factor when selecting the final design.

4) Please verify that it is the City's intention for the Consultant to provide opinion of cost for the three conceptual designs AND the preferred conceptual design alternative.

- Yes, it is our intent to provide our stakeholders the design options as well as the estimate cost for each of the three options and the preferred design alternative. The cost estimates for the three conceptual options may be broad in nature and/or include a range of costs. We intend to supply all the information necessary to make an informed decision on the design that is most appropriate

and cost conscious. Construction costs will be an important factor when selecting the final design.

5) Does the City have a topographical survey for the project site? I did not see surveying as a project requirement but the design development drawings require survey information to accurately complete, such as preliminary grading and utilities.

- The City will provide a topographic survey of the site and make the data available to the selected consultant.

6) Is the last bullet under **Task 6 Deliverables** which mentions **final** City approved design plans, specifications and details correct? Should it read PDF/Drawing files of the design development drawings.

- To clarify, the consultant should submit PDF/Drawing files of all deliverables generates in task 6.

7) Will a topographic site survey be provided by the City?

- Yes, See question number 5 for more detail.

8) Does the City have an estimated time frame for the start of construction or when they would like the scope of services, defined in the RFP, completed by? We want to be sure our schedule for the scope of services in the RFP fits appropriately with the needs of the City.

- It is the City's desire to complete the scope of services defined in the RFP by April 2018. Construction will occur after, depending on construction document development and bid pricing.

9) Regarding Task 6 – Design Development Drawing Set, would you define this task as - preparing 100% bid documents?

- Please refer to question 1- design development is similar to 60% plan set.

10) Also on Task 6, could you define the extent of the utility design and if this will be a complete street reconstruction of all storm sewer, sanitary sewer and water main along with laterals to buildings.

- The extent of the utility design and street reconstruction (if any) will be determined by the selected site design.

11) Has the City established a construction budget or construction budget range for the project?

- Yes, See question number 3 for more detail.

12) The RFP mentions the importance of this section of James Street as a connection to "the treasures of Wisconsin Street and beyond." We are familiar with Seroogy's Chocolates and the unique local businesses that front Wisconsin across from Seroogy's, and of course the Shopko area on the other side of James. Are there any future projects in this area that would be helpful to be aware of at this time? Anything that would affect traffic flow or activity?

- There are potential future projects and possible pedestrian realm improvements that may occur in downtown De Pere on the east side, but nothing that drives the RFP response at this time.

13) It seems that the impetus for this project is the condition of the fountain and the desire to use the fountain status as a chance to rethink how this area functions. Is this the only driver, or are there other safety/capacity/utility issues that could be addressed at the same time?

- The failure of the fountain is surely one reason for the project. The other driving factor is the local stakeholder group's recommendation that the entire area be evaluated for improvements as a public gathering space, per the Downtown Master Plan

14) It's clear from the RFP that City staff will arrange the public meeting date and venue and develop the web survey tool. Will staff also publicize the meeting and tabulate the survey results, or are those items that the Consultant should include in their scope?

- City staff will be publicizing the meeting and will tabulate the results of the web based survey. The consultant will not need to include that in their scope.

15) Does the City have a preferred consultant?

- No, The City is looking for the best fit for this project.

16) How many firms received the RFP?

- The RFP was distributed throughout the Midwest.