



THE CITY OF NASHUA

"The Gate City"

Financial Services
Purchasing Department

December 22, 2016

**RFP0265-011317
ADDENDUM #1
NASHUA DOWNTOWN RIVERFRONT CONCEPTUAL PLAN:
DESIGN, PLANNING AND PUBLIC OUTREACH SERVICES**

Information included in this document becomes a part of the original RFP.

Please sign below to indicate receipt of this additional information and **include this page with your bid submittal.**

Addendum #1 contains questions and answers pertaining to this Bid.

All other aspects of the original document remain the same.

Respectfully,

Dan Kooken
City of Nashua - Purchasing Manager
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**Addendum #1 received and incorporated into bid submittal for RFP0265-011317
Please sign and include this addendum in your bid package.**

(Authorized Signature)

(Date)

(Name of Firm)

RFP0265-011317 Addendum 1

Questions received and answers to those questions

Question 1 (2 questions received on same topic)

Has the City established a budget for the scope of work outlined?

What is the consultant budget for this project? Or expected budget range if there is no set amount?

Answer 1

There is a budget of up to \$50,000 available for this project.

Question 2

Does Appendix 1 accurately indicate the project scope (a series of segments to be developed to provide a continuous and accessible downtown waterfront)?

Answer 2

Appendix 1 of the RFP shows the geographic area that should be considered in the plan as well as offer some example ideas that may be included in initial visualizations and/or to elicit public input. A continuous and accessible downtown waterfront is a desired outcome of the improved waterfront amenities.

Question 3

The RFP requests rough cost estimates for projects and states that opportunities for public/private partnerships should be identified in this plan. To do rough cost estimates, it will most likely be necessary to have conversations with possible partners and collaborators to understand what each party can offer. Who will do the outreach and meetings to bring private partners to the table for possible projects? If the City is doing all of this, how will that information be provided to the consultant?

Answer 3

City staff will do outreach and meetings with potential private partners. We have already met with some waterfront property owners to discuss the waterfront plan project and to begin conversations with them to discuss waterfront improvement opportunities. Information from these meetings will be communicated to the consultant in the same manner as other public outreach information which will be determined in partnership with the selected consultant. The City is looking for high level cost estimates for projects featured in the plan however, we understand that such cost estimates may not include costs for property acquisition or future public/private partnership possibilities. Such omissions from a project cost estimate should be identified.

Question 4

4 months is a very short time for a waterfront plan based on our previous experience. Usually public meetings are part of an iterative cycle in which public input is given, plans are revised, ideas tested, and then additional meetings are held to present revisions before a final concept plan is presented. Are you assuming this iterative work will occur within the 6 weeks allocated for public process?

Answer 4

Yes, 4 months is a short timeline for a waterfront plan. We want to emphasize that the product resulting from this project is not expected to be a detailed master plan but rather a more focused plan to implement near to medium term improvements. Considering the compressed timeline it is likely that the public outreach component will not be an iterative process and will require a different approach.

Question 5

In order to develop the conceptual plan and initial visualization (including of the ideas listed in appendix 1), our team would most likely need to conduct site survey(s) and have access to GIS data. This is not explicitly included in the Project Scope—is it assumed? Or is GIS base mapping intended to be a responsibility of the City?

Answer 5

The consultant will have access to all City of Nashua GIS layers available to use for this project and our GIS department can assist the consultant if needed. Existing GIS layers should be sufficient for base mapping purposes, therefore we do not expect that this would be part of the scope of work.

The City's GIS layers are available at our open data GIS webpage:

<http://cityofnashuanh.opendata.nashuamaps.opendata.arcgis.com/>

Conducting any surveying would be beyond the scope of this project and would be undertaken subsequently for project design and engineering once specific projects were selected for implementation.

Question 6

Will notes or minutes from the pre-bid meeting held yesterday be shared online or via email?

Answer 6

No notes or minutes were recorded at the meeting, however a copy of the sign in sheet, the powerpoint presentation, and additional relevant materials requested during the meeting are online listed under "related documents" on the bid page (<http://www.nashuanh.gov/bids.aspx?bidID=94>).

Question 7

The city is requesting opinions of probable costs for the various project improvements based solely on the final overall conceptual plan?

Answer 7

Yes, we are requesting estimated cost for projects listed in the plan. One of the goals for this plan is help decide which projects to tackle first using funds as they become available. We are asking for rough rounded figures and realize that unforeseen expenses may arise once a project is undertaken. We are asking for the best estimate with information available.

Question 8

Can you share with us what firm(s) have been involved with the planning and design of the completed sections of waterfront improvements?

Answer 8

Waterfront improvements thus far completed are limited to the sections of the Riverwalk. The downtown master plan which contained elements of waterfront improvement was prepared by Urban Design Associates. The design and engineering for completed sections of the Riverwalk include work by VHB, Cuoco & Cormier and others. HL Turner Group did most of the engineering and floodplain mapping work related to the Jackson Mills crest gate project. Hoyle, Tanner, and Associates is doing the engineering work currently for the new pedestrian bridge over the canal at Everett and Ledge streets.

Question 9

Has any funding for project implementation been budgeted and if so, how much?

Answer 9

No specific amount has been budgeted to implement the first phase of waterfront improvements however we are working on several potential funding possibilities including tax increment

financing and bonding to insure that funds will be available for implementation and maintenance of new amenities/improvements.

Question 10

Does the City anticipate and interview process of shortlisted firms? If so, is there a potential schedule of when the interviews would occur?

Answer 10

Our preference is to make our selection based on the submitted proposals and to avoid interviews in the interest of saving time. However, if we cannot reach a decision based on the proposals, interviews may be necessary and would be scheduled for late January.

Question 11

What specifically do you mean by “prioritized projects for immediate and long term implementation”. I assume that you are not looking for significantly greater detail beyond that of the larger Conceptual Plan for these projects. Do you envision that these “projects” would be advanced in the future by the chosen design consultant team or by City staff?

Answer 11

The conceptual plan is the final product for this contract. We envision that projects ranked as high priority will be implemented as funding becomes available. The implementation or construction design and engineering for each project will go through a RFP or bid process. The design consultant selected for the waterfront conceptual plan can submit a proposal or bid if they also possess the capacity and expertise to complete this work but subsequent contracts will not necessarily be awarded to the same consultant.

Questions 12

Do you have a sense for how many “projects” there might be?

Answer 12

No, I suspect the number of projects recommended by the plan will depend on the outcome of the public engagement and the approach used by the consultant among many other factors.

Question 13

Are you looking for rough construction cost estimates for only these “projects” or the entire Conceptual Plan?

Answer 13

Any component included in the plan should be part of an implementable project so the sum of the cost estimates for all the projects should be the same as the estimated cost for the entire plan.

Question 14

Is the \$50,000 fee identified in the pre-proposal meeting the extent of funds available at this time?

Answer 14

Yes, to complete the work included in the scope of this RFP. We anticipate that additional funds will be made available to implement some of the projects recommended in the plan.