

**REQUEST FOR PROPOSALS
TO PROVIDE
DESIGN SERVICES FOR
LOCUST STREET PARKING LOT
Supplement #1 – Questions & Answers
December 20, 2021**

- 1. What is the power source for lighting?**
The City will install electrical power to the property from a new service to be installed at the existing utility pole at the center of the frontage on Market Street. The plan should show conduits to light locations and kiosk. A note on the plans will indicate that all electrical work to be installed by City.
- 2. What is the power source for the kiosk?**
See #1.
- 3. Are we to consider any “green” power sources for any of the items to be deployed, or will all be hardwired to a permanent source?**
Permanent.
- 4. Are we responsible for any data/communications for the kiosk?**
The project’s design will not include any details concerning the kiosk except for the electrical conduit. The design will include only the area designated for the kiosk near the center of the lot and a means such as bollards to protect the kiosk from cars. The kiosk will be acquired, installed and made operational under a separate contract.
- 5. Will there be any security systems (cameras, etc.) deployed for the lot? If yes, is this part of the scope?**
No.
- 6. Are there any lighting/development ordinances we must comply with when considering the illumination design and pole layout for the parking lot?**
Site lighting is addressed only in the City’s Zoning Ordinance, Section 1260.115 as follows: “Any lighting used to illuminate an off-street parking area shall be so arranged as to reflect the light away from any adjoining properties.” There are no windows in the adjoining buildings.
- 7. Is it the City’s intent to handle stormwater through the green space entirely without any underground piping to existing facilities along the streets?**
Several firms have indicated a concern over the lack of stormwater facilities to be included. Stormwater should be addressed in the design. The two closest stormwater facilities are catch basins at either side of the parcel. One is on Washington Street at Market Street and the other is on Locust Street at Market Street. The design should include an adequate number of basins within the parcel that are to be directed toward and connected to one or both of the existing street basins.

- 8. Does the City have a specific pavement section they would like to use for the parking lot or a geotechnical report showing what might be needed based on the subsurface soils or should we include geotechnical services?**

The City is satisfied that a geotechnical report will not be necessary for this parcel. We will discuss with the selected firm the specific pavement details.

- 9. Will the City require any in person meetings, approvals, or permit submissions to either the City and/or County?**

The City expects to walk the project area with the design consultant in order to assure familiarity with our expectations. We anticipate frequent questions from the consultant during the design but few, if any, meetings. The design should be able to be finalized with one or two meetings, but that depends greatly on the consultant's effort.

The firm shall determine if the sidewalk portion of this project (bordering Washington Street) requires a Highway Occupancy Permit and, if so, obtain such permit. The firm shall determine if the project requires an approved E&S plan and, if so, obtain such permit. There are no City permits required for this project.

- 10. Does the City need a specification package for compaction requirements, pavement testing, lab services during construction, etc.?**

No.

- 11. Where will the new lighting for the parking lot be controlled or connected?**

See #1 for source. Control by eye to be provided with lighting.

- 12. No new storm sewers will be constructed with the project? The RFP states that the site is flat and should be graded to the green space or away from the parcel. We want to make sure there are no bird baths since the parcel is very flat.**

See #7.

- 13. Is it correct that the City wants the engineer to provide a technical spec for the proposed work and then the City will prepare the front end specs for bidding?**

The City wishes for the design consultant to provide plan sheet documents with appropriate notes from which perspective bidders may learn details of the project sufficient to prepare and submit bids. The City will prepare and distribute bidding documents.

It is the City's intention to answer many site-specific questions during our initial walk-through with the consultant. We do not believe that site-specific issues will have any direct impact on the design cost. The most important thing is for the City to describe at that point what is expected, and that the first draft of the design reflects that.