



CITY OF DANBURY
155 DEER HILL AVENUE
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October 31, 2016

ADDENDUM #1

To

Bid #10-16-17-02 "RFP – Downtown Danbury Transit-Oriented Development Study for the City of Danbury, CT"

This addendum shall be part of the Purchasing documents for the above captioned Bid. This addendum is to be acknowledged by the bidder by signing as provided below and returning with the bidder's proposal.

SEE ATTACHED: Questions / Answers, 2-pages

BID DUE DATE: Remains the same: no later than 2:00 PM on Thursday, November 3, 2016

Receipt of the addendum is hereby acknowledged.

Bidder _____

Signature _____

Title _____

Date _____

Charles J. Volpe, Jr.
Purchasing Agent
City of Danbury



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PLANNING & ZONING DEPARTMENT
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ADDENDUM
RESPONSES TO QUESTIONS REGARDING
RFP FOR DOWNTOWN DANBURY TOD STUDY

1. **Could you please clarify the level of detail and specific scope for Work Study items related to cost estimates listed below? Will detailed cost estimation be required to complete these tasks?**
 - a) **Task Item 8, related to “financial feasibility of co-locating” and “the co-location plan shall include all analyses, drawings, operational recommendations and cost estimates as described”.**

Consultant shall evaluate the financial feasibility of co-locating the transit services to a site that exists or can accommodate said services. Estimate the cost of relocation including land acquisition if required, cost of upgrades to structure to accommodate various modes of transit, concepts and cost estimates for building expansions or new structure, evaluate operations for each service and provide operational recommendations.

A cost estimate for a Co-Location Plan that includes the above information and analysis is required.

- b) Task Item 11, “estimate capital and operating costs for key TOD recommendations”.**

The consultant will be required to provide an estimate of capital and operating costs for any TOD recommendations. Capital costs include physical improvements within the TOD study area and funding for ongoing programs if recommended. Operating costs are associated with new programs as may be recommended and operation of various transit modes at a transit hub.

2. **Is the Facilitator required to attend all 12 meetings of the Downtown Danbury TOD Study Task Force in person, or may video or teleconferencing be used?**

The Facilitator is required at all meetings of the Task Force. The City is open to video conferencing, as may be achievable. A conference call is not acceptable.

3. **Could you please clarify the specific Work Study Tasks that would relate to “building use assessment” and “design and civil engineering” as listed in the introduction on pg. 1 of the Detailed Scope of Work?**

Building use assessment includes an identification and evaluation of the uses within the buildings in the study area which is necessary in order to determine if the mix of uses fosters TOD objectives and if zoning or other land use recommendation or incentives are necessary. Design and civil engineering expertise is required for evaluation of and recommendations for physical improvements to the study area infrastructure.

4. **Page 1 of the RFP states that the consultant will facilitate the Task Force meetings. Who will be on the Task Force?**

The Task Force has not yet been established. It is anticipated to include the following members:

Director of Planning
Mayor’s Chief of Staff and/or Business Advocate
City of Danbury Public Works Director/Acting City Engineer
City of Danbury Traffic Engineer
City of Danbury Director of Office of Project Excellence
Executive Director CityCenter Danbury
Representative of ConnDOT
Representative from Housatonic Area Rapid Transit District
Representative from Western CT Council of Governments
Downtown Property/Business owner
Representative from downtown colleges
Representative from private bus company
As study progresses – participation from bicycle advocates, accessibility advocates.

5. **Page 4 of the RFP states the schedule will be between 12 and 15 months. Would you be open to a more accelerated schedule?**

Yes, the schedule can be accelerated as long as the Scope of Work is completed, including the public participation process component.