



Request for Proposals:
2020 Main Street Vision: *From the Mountains to the Marina*
Addendum #1

DATE: February 27, 2020
TO: POTENTIAL CANDIDATES
FROM: Town of Frisco
RE: ADDENDUM #1

Documents issued to date:

- Request for Proposals - 2020 Main Street Vision: *From the Mountains to the Marina*

The following documents are issued with this Addendum:

- CDOT, Frisco State Highway 9 Traffic Study, 2017

The following Questions and Answers are issued with this Addendum:

- 1) Q: Is there an established budget or target for this project?

A: Town Council has budgeted for the development of this plan in the 2020 Capital Improvement fund, however, exact dollar amounts have not been allocated for specific projects. Our request is that proposers draft their response based on the outlined scope of work. In the case that there is a discrepancy between the proposed cost and available funds, staff will negotiate the scope of services to develop a scope that meets budget expectations. The Town's 2020 Budget can be found on our [website](#).

- 2) Q: Will the Town's contract engineer be available on an as needed basis for this project?

A: The need for formal engineering drawings for this project is not anticipated. Information on current right of way and utility issues can be coordinated through our Public Works department.

- 3) Q: Is reliable data for vehicular traffic, pedestrian push button activation and bicycle usage available with the Town? We noted the parking and minor traffic figures in the Community Plan, but were curious about further or more extensive data.

A: The only traffic study that has been completed for any part of this area is CDOT's Gap Project traffic study. The intersection of Main Street and SH 9 is included in this study area and contains the only push button activation device located in the project area. Please see the CDOT State Highway 9 Traffic Study, 2017, in the Supporting Materials folder.

- 4) Q: How long do the boards or review bodies need for review of the document before meeting dates?

A: Updates on the progress of this planning process, as well as final adoption of this plan, will be handled through both the Town's Planning Commission and Town Council. Public notice requirements for these meetings are typically 14 days out. This should be treated as a minimum timeframe for meeting materials. Town staff will coordinate deliverable timing with the consultant to ensure meeting deadlines are met.

- 5) Q: Has recent economic development or market analysis study been completed?

A: A general economic study of the entire Town was completed during the 2019 Community Plan update process. This information can be found on the Town's website under the Community Plan Appendix A. A more detailed analysis of the specific project area is a key component of the Main Street Vision Plan (see the RFP, Scope and Intent, page 2).

- 6) Q: Does the Town envision the need for a local engagement consultant, or do they anticipate the prime consultant completing this work, travelling in for key meetings?

A: Local knowledge and expertise will be integral to a successful plan. Listening to and understanding community perspective on issues such as community character, design, land use, and the economy is critical. With this in mind the consultant should anticipate organizing and participating in stakeholder meetings and in-person conversations with the Planning Commission and Town Council.

- 7) Q: Can you elaborate on the project schedule? When are you looking to have the final plan completed?

A: Ideally, the final plan would be adopted by the end of this year, 2020.

- 8) Q: What is the Town's capacity to undertake PR for the Main Street engagement process (i.e. advertising for public meetings, etc.)?

A: The Town will develop a marketing plan for the public engagement process with our Marketing and Communications team. The Town will be responsible for placing all print and digital media advertising, including graphic design and layout. The consultant should plan on providing ad copy for all public meetings and outreach opportunities.

- 9) Q: The RFP states there could be a "more formal relationship" between this project and the Granite Street Redesign. Could that "relationship" take the form of one team managing both aspects and conducting the work simultaneously?

A: Yes, keeping in mind that the Main Street Vision Plan is focusing on land use, zoning, community character, and economic development while the Granite Street Redesign is focused primarily on designing an attractive, effective multi-modal transportation corridor. The final deliverables would need to be separate and include all the items defined in each RFP.

10) Q: The RFP frequently addresses Historic Resources, and includes historic resources in the existing conditions and needs analysis component of the plan deliverable. Is there any formal designation or specific technical/architectural review expected as part of this process?

A: The Town is currently working on a Historical Resource Survey through a grant from the Colorado State Historical Fund. There are currently about 25 properties identified on this survey, many of which are located within the Main Street Vision Plan project area. This survey should be completed within the next few months and will be available as a resource for the project. No technical designations are required by the consultant team as part of this scope. The work expected of the Main Street Vision consultant team will be to describe the role these historic structures play in the overall character of the project area and make recommendations about policy changes that will enhance and support their role.

11) Q: Is there an established business association or any kind of formal organized business group in Town?

A: Yes. We have a Business Advisory Group.

12) Q: Regarding Plan Element Document, Item d: What level of design, or format of the plan elements is expected as part of the design plans – ranging from illustrative renders to more of a 5-10% CAD sheet set?

A: Illustrative plans and perspectives are expected, not formal CAD drawings.

- - End of ADDENDUM #1 - -