

EXHIBIT C

(CITY OF STAMFORD REQUEST FOR PROPOSAL NO. 711)

**MAYOR
DAVID R. MARTIN**



**PURCHASING AGENT
BEVERLY A. AVENI
Phone: (203) 977-4107
FAX: (203) 977-8253
Email: baveni@stamfordct.gov**

**CITY OF STAMFORD
OFFICE OF POLICY & MANAGEMENT
888 WASHINGTON BOULEVARD
P.O. BOX 10152
STAMFORD, CONNECTICUT 06904-2152**

**ADDENDUM NO. 2
(February 21, 2017)**

**RFP No. 711
South End Neighborhood &
Historic Preservation Plan, Phase I**

Addendum No. 2 is being issued to all potential proposers to respond to inquiries received and to provide the following information.

The Sign-In Sheet from the Mandatory Pre-Proposal Meeting held on Tuesday, February 14, 2017, at 11:00 a.m. is attached.

- 1. Is there a comprehensive list anywhere of what GIS data the City currently has that can be used as a base for the project?**
The list is attached to this Addendum as Attachment C. For questions related to the data please contact Cindy Barber, GIS Administrator, cbarber@stamfordct.gov, phone: (203) 977-5360.
- 2. How can we obtain the data regarding the bus and shuttle study being conducted for Stamford?**
The shuttle study is being led by Western Connecticut Council of Government (WestCOG). Information about this study, including contact information, can be found on the study website: www.stamfordbusandshuttle.com
- 3. Has there been any resiliency initiative for the City of Stamford?**
Yes, the 'Stamford 2030' initiative focuses on resiliency. The City is also seeking a grant from the Army Corps to address climate resiliency.
- 4. Who is responsible for scheduling, securing locations, sending invitations, preparing agendas, collecting RSVPs, etc. for public meetings?**
The City will be responsible for organizing the Steering Committee meetings, in coordination with the consultant.
The consultant will be responsible for organizing public outreach meetings, with support from the City.

- 5. Are there additional client-consultant meetings?**
In addition to Steering Committee meetings the Land Use Bureau expects regular updates on an as needed basis, but at least monthly.
- 6. How many stakeholder interviews do you anticipate?**
The number of stakeholder interviews can at this point not be determined but is expected to be a few dozen. Stakeholders that come to mind are City and State officials, transit officials (both MNR and CT Transit), community leaders, including elected officials, developers, business owners and residents.
- 7. Will the interviews be with individuals or multiple focus groups?**
The consultant will determine the appropriate format for different types of stakeholders.
- 8. Do you require the interviews to be in person or can they be conducted via phone?**
There is no set format for stakeholder interviews.
- 9. What is the source of the funding?**
\$100,000 are bonded City funds, \$50,000 are grant-funded.
- 10. What is the expectation with regard to social media use and the website?**
The website and the use of social media (Facebook, Instagram, Twitter, etc.) is intended to support the Consultant's work. It is expected that these channels are primarily used for

 - Outreach and stakeholder engagement
 - Project updates
 - Providing background research and information
 - Collect feedback and information collection, e.g., through online surveys

An illustrative example for a website is the Stamford Bus and Shuttle Study website: www.stamfordbusandshuttle.com
- 11. Will the Steering Committee post materials to their respective sites/channels if we provide them the information?**
It is expected that Steering Committee members will assist in promoting study-related events.
- 12. Who will be responsible for maintaining the website at the end of the contract period?**
At the end of the project, the website will be shut down and relevant content made available on the City of Stamford's website.
- 13. Is professional liability insurance required for this project?**
Yes, liability insurance is required by the City's Risk Manager.

14. Are translation services required and if yes, are they provided by the City?

The Land Use Bureau is still researching this question and will provide an answer at a later date.

Attachments

- A. Pre-Proposal meeting sign-in sheet.
- B. Pre-Proposal meeting presentation.
- C. List of GIS files.

All other terms and conditions of RFP No. 711 remain the same.



Beverly A. Aveni
Purchasing Agent

Cc: Ralph Blessing, Land Use Bureau Chief
Purchasing Department File

CITY OF STAMFORD
REQUEST FOR PROPOSALS NO. 711 - PRE-PROPOSAL MEETING - 11:00 A.M.
 REPUBLICAN CAUCUS ROOM - 4TH FLOOR
 888 WASHINGTON BLVD., STAMFORD, CT
 TUESDAY, FEBRUARY 14, 2017

	NAME	COMPANY	EMAIL	PHONE
1.	Hiram Peck	Code Studio / Winter & Company	planthree@earthlink.net	(203) 465-2777
2.	Bob Wise	RGA, Inc.	nwise@rgaincorporated.com	(609) 655-7692
3.	Frank Fish	BFJ Planning	f.fish@bfjplanning.com	
4.	Hillary Collins	BFJ Planning	h.collins@bfjplanning.com	
5.	Amelia Amon	Collective for Community, Culture & Environment	aamon@collectiveforce.com	
6.	Victor Minerva	NV5	victor.minerva@nv5.com	(203) 956-0513
7.	Eugenia Digirolamo	WXY Architecture & Urban Design	Eugenia@wxystudio.com	(212) 219-1953
8.	Melissa Kaplan-Macey	Regional Plan Association	Melissa@rpa.org	(212) 253-6502
9.	Courtney Hendricson	CT Economic Resource Center	chendricson@ccerc.com	(860) 571-6219
10.	Ben Carlson	Goody Clancy	ben.carlson@goodyclancy.com	(617) 850-6583
11.	Victor A. Mirontschuk	EDI International	victorm@edi-international.com	(917) 687-3380
12.	Michele Boyd	Building Conservation Associates, Inc.	mboyd@bcausa.com	(212) 235-6943
13.	Phil Schaeffing	Stantec	Philip.schaeffing@stantec.com	(617) 654-6074
14.	Seth Ruzi	BLT	Seth.ruzi@bltoff??	
15.	Daniel Horn	Perez Architecture	dhorn@e-perez.com	(917) 966-1222
16.	Carolyn Worstell	Ferrandino & Associates, Inc.	cworstell@faplanners.com	(914) 3435-5820
17.	Robert Orr	Robert Orr Associates, Inc.	robert.orr@robertorr.com	(203) 980-8202
18.	Michael Ahillen	Fitzgerald & Halliday	mahillen@fhiplan.com	(917) 933-7444
19.	Jon Klein	Nelson, Pope & Voorhis	jklein@nelsonpope.com	(631) 427-5665
20.	Yelena Zolotorevskaya	Collective Force/Range	Yelena@range-land.net	(718) 503-1754
21.	Shachi Pandey	Metropolitan Urban Design Workshop	shachi@mudworkshop.com	(732) 299-9218
22.	Kartik Shah	Harriman	kshah@harriman.com	(617) 401-6030
23.	Fred Wilmers	FuWilmers Architects	fwilmers@fuwilmersdesign.com	
24.	Jonie Fu	FuWilmers Architects	jfu@fuwilmersdesign.com	
25.	David Schiff	VHB	dschiff@vhb.com	(914) 467-6601

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 REPUBLICAN CAUCUS ROOM - 4TH FLOOR
 888 WASHINGTON BLVD., STAMFORD, CT
 TUESDAY, FEBRUARY 14, 2017

NAME		COMPANY		EMAIL		PHONE
26.	Stephen Tilly	Stephen Tilly Architect		stevet@stillyarchitect.com		(914) 693-8898
27.	Kelle Fitts	Langan Engineering		kfitts@langan.com		(203) 562-5771
28.	Ellen Neises	Collective for Community, Culture & Environment		eneises@collective force.com		(917) 796-3168
29.	Jill Smyth	Historic Neighborhood Preservation		jillsmyth@gmail.com		(203) 962-2291
30.	Lynn Drobbin, Chair	Historic Preservation Advisory Commission		lynn@lynndrobbin.com		(914) 738-8070
31.	Shannon Fergus*	Designing Local, Ltd.		shannon@designinglocal.cm		(614) 314-4266
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34.	* by phone					
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BUDGET, BY PHASE

PRIME CONSULTANT FEES							
		CCCE: PHASE 1 ENGAGEMENT		CCCE: PHASE 2 ANALYSIS		CCCE: PHASE 3 ACTION & IMPLEMENTATION	
POSITION	HOURLY RATE	EST. HOURS	EST. COSTS	EST. HOURS	EST. COSTS	EST. HOURS	EST. COSTS
PRINCIPAL	\$ 160.00	20	\$ 3,200.00	20	\$ 3,200.00	40	\$ 6,400.00
PLANNING LEAD	\$ 160.00	10	\$ 1,600.00	20	\$ 3,200.00	40	\$ 6,400.00
SENIOR PLANNER	\$ 160.00	10	\$ 1,600.00	20	\$ 3,200.00	40	\$ 6,400.00
ENGAGEMENT	\$ 160.00	45	\$ 7,200.00		\$ -		\$ -
ENGAGEMENT	\$ 160.00	40	\$ 6,400.00		\$ -		\$ -
URBAN DESIGNER	\$ 160.00	10	\$ 1,600.00	10	\$ 1,600.00	40	\$ 6,400.00
LANDSCAPE DESIGN	\$ 160.00	20	\$ 3,200.00	10	\$ 1,600.00	40	\$ 6,400.00
ENERGY PLANNING	\$ 160.00		\$ -	5	\$ 800.00	5	\$ 800.00
\$		24,800.00		\$ 13,600.00		\$ 32,800.00	

SUBCONSULTANT FEES							
LARISA ORTIZ ASSOCIATES: PHASE 1 ENGAGEMENT & INITIAL PHASE 2				LOA: PHASE 2 ANALYSIS (OPTIONAL)		LOA: PHASE 3 ACTION & IMPLEMENTATION (OPTIONAL)	
POSITION	HOURLY RATE	EST. HOURS	EST. COSTS	EST. HOURS	EST. COSTS	EST. HOURS	EST. COSTS
PRINCIPAL	\$ 240.00	8	\$ 1,920.00	8	\$ 1,920.00	8	\$ 1,920.00
ASSOCIATE	\$ 160.00	10	\$ 1,600.00	36	\$ 5,760.00	32	\$ 5,120.00
RESEARCH ASSOCIATE	\$ 140.00	10	\$ 1,400.00	24	\$ 3,360.00	15	\$ 2,100.00
\$			4,920.00	\$ 11,040.00		\$ 9,140.00	
PENN PRAXIS: PHASE 1 ENGAGEMENT				PENN PRAXIS: PHASE 2 ANALYSIS		PENN PRAXIS: PHASE 3 ACTION & IMPLEMENTATION	
POSITION	HOURLY RATE	EST. HOURS	EST. COSTS	EST. HOURS	EST. COSTS	EST. HOURS	EST. COSTS
PRINCIPAL	\$ 175.00	10	\$ 1,750.00	20	\$ 3,500.00	20	\$ 3,500.00
ASSOCIATE	\$ 65.00	10	\$ 650.00	40	\$ 2,600.00	60	\$ 3,900.00
JUNIOR STAFF	\$ 32.00	10	\$ 320.00	60	\$ 1,920.00	60	\$ 1,920.00
RESEARCH ASSISTANT	\$ 25.00		\$ -	80	\$ 2,000.00	40	\$ 1,000.00
\$			2,720.00	\$ 10,020.00		\$ 10,320.00	
LEVEL INFRASTRUCTURE: PHASE 1 ENGAGEMENT				LEVEL INFRASTRUCTURE: PHASE 2 ANALYSIS		LEVEL INFRASTRUCTURE: PHASE 3 ACTION & IMPLEMENTATION	
POSITION	HOURLY RATE	EST. HOURS	EST. COSTS	EST. HOURS	EST. COSTS	EST. HOURS	EST. COSTS
DIRECTOR	\$ 275.00	8	\$ 2,200.00	8	\$ 2,200.00	10	\$ 2,750.00
SENIOR ASSOCIATE	\$ 195.00	8	\$ 1,560.00	15	\$ 2,925.00	20	\$ 3,900.00
ASSOCIATE	\$ 150.00	8	\$ 1,200.00	15	\$ 2,250.00	30	\$ 4,500.00
SENIOR ENGINEER	\$ 125.00	8	\$ 1,000.00	15	\$ 1,875.00	30	\$ 3,750.00
ENGINEER	\$ 100.00	8	\$ 800.00	15	\$ 1,500.00	30	\$ 3,000.00
TECHNICIAN	\$ 75.00	8	\$ 600.00	20	\$ 1,500.00	40	\$ 3,000.00
\$			7,360.00	\$ 12,250.00		\$ 20,900.00	

DIRECT EXPENSES	
EXPENSE	EST. COSTS
WEB SITE & SOCIAL MEDIA	\$ 2,500.00
PRINTING, TRAVEL, MAPS	\$ 7,500.00
\$	10,000.00

TOTAL BUDGET	
\$	149,690.00

City of Stamford, CT GIS Database Listing

GIS data scale: 1" = 100'. Data is NOT survey accurate and should be used for general informational purposes only. Data has not been checked or field verified.

Connecticut State Plane Coordinate System. Units: feet, NAD83, NAVD88

Contact info: Cindy Barber, GIS Coordinator City of Stamford, CT

203.977.5360 cbarber@stamfordct.gov

Orthophotography

1998 Aerial

2005 Aerial

2011 Aerial

2013 Aerial

Planimetric data from 2013 flight (data unverified and not updated)

Building and Structures

Driveway

Fences\Walls

Hydrography

Street furniture\infrastructure

Marine Features

Parking Areas

Paths\Trails

Utility Poles

Railroad

Road pavement

Recreational features

Walks

Topo data from 2013 flight

1' contours

Spot elevations

Current GIS data

Architectural Review Design District

City Boundary

Coastal Area Management Boundary

Downtown Special Services District

Mill River Corridor Boundary

Masterplan

Masterplan Open Space Overlay

Municipal Voting District

Parcels

Parks

Schools

State Voting District

Street Centerline

Tax Map Index

Zoning