

Downtown River Corridor RFP Q&As – February 23, 2024

General Questions:

1. There has been extensive work that has been completed to get to this RFP, in that work are multiple recommendations. Is the ask of the opportunity analysis to include assessments of all of these previously identified recommendations or a minimized / prioritized list?

We are not expecting a full analysis of previously completed studies. However, it would be helpful for the selected firm to reference recommended work already completed, and previous recommendations that will fit into the new plan document.

2. Has a budget maximum or budget range been identified for this work? Are you able to provide additional information on how the project will be funded? Insights will help us in preparing a scope that reflects the City's desired level of plan detail, engagement, etc.

The Watertown Redevelopment Authority (RDA) received previous estimates ranging from \$20,000-75,000 for this project plan. However, the RDA board decided not to set a firm budget, as they want to be able to evaluate all proposals that are brought forward. The RDA will be funding this study solely, using on-hand reserve funds. No City funds are being used.

3. Is there a specific expectation for meetings that the selected consultant would attend for presentation of draft and final reports? Would these presentations occur with the RDA, Plan Commission, Council, or just one or some other combination of these groups?

A final presentation to the RDA board at a scheduled meeting is expected. It is likely that a presentation to the Plan Commission and/or the Common Council might be requested.

4. What is expected in terms of the consultant's interaction with the RDA, "Work with the RDA and City staff to identify specific redevelopment sites along the Downtown River Corridor . . ." What is envisioned here in terms of the number of meetings and is virtual attendance possible? Related to that, will the RDA be acting as a steering committee? If so, what does that look like in terms of number of expected meetings?

Periodic check-in meetings, either in-person or virtual, would likely be highly helpful during the study process. The RDA will be available to give input, as will City staff (as needed), but we are looking to the selected firm to guide the process.

5. On Page 4 of the RFP, under the "Riverwalk Layout Design" section, there is the following sentence, "Environmental concepts/needs under item #5 should be incorporated into this, along with items 3 and 4." Can you please clarify if this statement refers to the following sections of the same page of the RFP (Sections titled "Amenities Enhancement, Docks and Waterfront Facilities, and Identify Environmental Issues/Solutions," or is it referring to a separate document? If it is referring to a separate document, please provide that document.

This is referring to items on the same page (page 4), which were not numbered in the document, but are sequential.

6. What is the level of design expected for the riverwalk? A plan similar in detail to what Ayres provided in 2016, full plans / bidding documents or something in between? It would be beneficial to learn more about the purpose of the design work. Plans for bidding are different and more costly than a concept plan.

We are not expecting full engineering or architectural documents for the riverwalk. The expectation is more for suggested layout and visual rendering that will give residents and developers an idea of what the City is looking for.

7. Are construction-cost estimates needed? If so, for what elements?

General estimates of suggested elements, especially those that will be larger capital expenses, are not required, but would be highly helpful for future budgeting.

8. Could you please confirm that a DNR and City permitting review is needed to identify requirements, but permit submittal is not needed?

That is correct. No permit applications need to be submitted at this point. The consultant should consider and provide some brief info on applicable permits that may apply to the project once the design and construction phases begin.

9. The RFP references some analysis work and we were curious if there is readily available information or if any of the following would need to be provided as part of the plan:

- a. Is there Survey data and Bathymetry available that the city would provide? If not, should we plan on providing?

We are not expecting that level of detail for this planning project. To our knowledge, this work has not been done previously, though the City does have underwater bridge inspection reports that can be provided on request. A firm could include this work in their proposal as an alternate if they wish to.

- b. Should we anticipate providing a dive inspection to evaluate the existing seawall? Or is there information available?

We do not require a dive inspection.

10. Should we include hydraulic modeling in the analysis?

That is not required.

11. Has a market study been conducted? Do you require one as part of the deliverables?

A market study of the downtown has not been conducted. We are not requiring one, but it could be presented as a deliverable. ESRI reports and a retail/restaurant void analysis are available from the City.

12. Can a copy of the Ayres 2016 documents be provided?

See attachments.

13. How will the selection process work?

Submissions will be scored based on the evaluation criteria included in the RFP.

14. Who will be on the panel reviewing the proposals?

The submissions will be reviewed by a sub-committee of the RDA board.