

THE CITY OF WALTHAM
MASSACHUSETTS

PURCHASING DEPARTMENT

Conceptual Design Study for Moody Street Pedestrian Mall

ADDENDUM NO. 2

August 17th, 2023

CHANGES, CORRECTIONS AND CLARIFICATIONS

The attention of bidders submitting proposals for the above subject project is called to the following addendum to the specifications. The items set forth herein, whether of omission, addition, substitution, or clarification are all to be included in and form a part of the proposal submitted.

THE NUMBER OF THIS ADDENDUM (NO. 2) MUST BE ACKNOWLEDGED IN YOUR COVER LETTER AND THE PRICE SHEET.

ITEM 1: Answers to Questions

Q1. Subconsultant requirements are not mentioned in the RFP. Are subconsultants required to submit any of the forms provided in Attachment 4 to the RFP, and if so, can the signed forms be received electronically without the original wet signature?

A1. WE DO NOT REQUIRE FORMS FROM SUBCONSULTANTS.

Q2. The first selection criteria appears to refer to a different project type (programming, building permitting, cost estimating and value engineering and flood mitigation design). Can you reconfirm the first selection criteria for this project.

A2. PLEASE DELETE THIS LANGUAGE, “such as programming, building, permitting, cost estimating and value engineering and flood mitigation design” FROM CRITERIA # 1. THIS CRITERIA SCORING WILL BE BASED ON “RECENT PROJECTS COMPARABLE TO THE PROPOSED PROJECT.”

Q3. The RFP mentions “survey” and “surveys” needed as part of the First Phase of work – by this do you mean a topographic (and boundary/ROW) survey of the roadway/abutting properties to be performed by land surveyors? Or are you referring to more of question/answer type surveys of City officials, business owners, residents and other stakeholders to gather thoughts/opinions of the potential project? If question/answer type surveys, would you anticipate the preparation of an online survey or would it be through meetings/interviews?

A3. THE WORD “SURVEY” IS INTENDED TO BE INVESTIGATION OF EXISTING CONDITIONS, TO BECOME KNOWLEDGEABLE ABOUT THE CURRENT TRAFFIC AND PEDESTRIAN PATTERNS, AND THE LOCATION OF THE RETAIL AND RESTAURANT BUSINESSES ALONG MOODY STREET. NEITHER TOPOGRAPHIC SURVEYS OR QUESTION/ANSWER SURVEYS ARE REQUIRED FOR THIS PROJECT.

Q4. Will a traffic study be required as part of the work? And if so, as part of which phase?

A4. THE CONSULTANT NEEDS TO BE ABLE TO QUANTIFY THE IMPACTS TO TRAFFIC OPERATIONS SURROUNDING MOODY STREET. IT SHOULD BE EXPECTED THAT PEAK HOUR AND 24-HOUR TRAFFIC VOLUMES WILL NEED TO BE COLLECTED ON MOODY STREET, AND PARALLEL STREETS (CRESCENT STREET, ADAMS STREET, HALL STREET, AND LOWELL STREET) TO QUANTIFY HOW TRAFFIC VOLUMES WOULD CHANGE WITH VARIOUS OPTIONS FOR THE PLAN.

Q5. “Meetings” are mentioned in the RFP – can you specify the number of meetings that are anticipated? Besides meetings with the Traffic Commission and City Council, are meetings with the public anticipated? If so, will the City arrange advertisement/notification?

A5. THE CONSULTANT SHOULD ASSUME A SET NUMBER OF MEETINGS AMONG CITY OFFICIALS AND THE PUBLIC – APPROXIMATELY A TOTAL OF 6 MEETINGS.

Q6. Is it anticipated that if the Project proceeds to the Second Phase, that the Consultant for the First Phase will continue or will the consultant services for the Second Phase go back out to bid?

A6. IF THE PROJECT PROCEEDS, IT IS ANTICIPATED THAT THE CONSULTANT WILL CONTINUE TO THE NEXT PHASE WITH A FEE PROPOSAL.

Q7. Is there an anticipated timeline for the completion of the First Phase?

A7. COMPLETION OF THE FIRST PHASE SHALL BE WITHIN 90 DAYS FROM THE NOTICE TO PROCEED.