



Addison County
Regional Planning Commission

14 Seminary Street,
Middlebury, Vermont 05753
802.388.3141
www.acrpc.org

1. Is the page limit 20 double sided or 20 single sided pages?
The proposal can be a maximum of 20 double sided/40 single pages total, including resumes and references. Double sided printing and concise presentation is encouraged.
2. Do covers, divider pages, and table of contents count toward the page limit?
No
3. Does the RPC prefer the cost proposal to be bound inside the technical proposal?
The cost proposal can be bound inside the technical proposal, but does not have to be.
4. Would the RPC be open to considering a schedule with an earlier completion date?
Yes, the project team is open to considering an earlier completion date.
5. Does the City anticipate any concerns if the timeline were accelerated to help build and maintain momentum? **As long as all aspects of the study are given due consideration, and the proposed schedule fits well with the project team and the City, no concerns are anticipated.**
6. Does the City have any specific information on the underlying market conditions within the Downtown (tax revenues, occupancy rates, vacancy, gross square footage, etc.)? **The recently adopted municipal plan and the 2014 VCRD Community Visit Day Report and Action Plan hold some of this information, but more information is needed.**
7. In dovetailing market and land use analyses with State of Vermont efforts on the former Weeks School (Northland Job Corps) site, are you aware of the timing for BGS to begin that process? **The Vermont Department of Buildings and General Services is currently selecting a consultant and intends to commence work on the Weeks Property Master Plan project in May of this year. Northland Job Corp remains in operations on a portion of this site.**
8. Has the City identified any specific subpopulations (elders, commuters, etc.) that have been particularly “hard to reach” in terms of past public engagement efforts? If so, can you describe them? **Non-resident users, such as commuters, truck freight operators and tourists (cyclists/boaters etc.), students and staff/faculty who live and work at the Northlands Job Corps, and other youth have not had a significant presence in past efforts.**

9. Does the project budget need to include the costs for any reproduction of the master plan document(s)? If so, how many hard copies of the document(s) would the City expect to need?
The project should include the cost of reproducing 25 color copies of the master plan document/s and also in web-accessible format for the City website.

10. Can you clarify the ACRPC cash match: 'to support complete streets priorities'?
Prior to Vergennes receiving the SCBC grant, the ACRPC's *Transportation Advisory Board* awarded \$25,000 in grant funds to support a complete streets study in Vergennes. These funds have been incorporated into this project and will fund the majority of the transportation planning work. This \$25,000 must be spent by September 30, 2015.

11. What is the status and plan for the project committee, and how will it relate to the Task Forces? Do these Task Forces need to be re-constituted or re-organized in any way?
The core project committee members include the ACRPC project manager, the Vergennes Planning Commission Chair and Vice-Chair, and at least one representative from each of the three existing task forces – Basin, Transportation, Economy. 'Active task force members' have been identified and will act as liaisons to their task force. Some re-organizing of task force members may occur over the course of the project depending on timing and availability of individuals.

Other important advisory members include the Vergennes Mayor, Bill Benton, the Vergennes City Manager, Mel Hawley, members of City Council, members of the Vergennes Planning Commission, and Amy Bell and Richard Amore from the SCBC program.

12. How strict is the project area boundary? Is it likely that the committee will want to consider the street network beyond this scope?
The project boundary shown in the RFP is only advisory. Consultants may incorporate suggestions outside the proposed boundaries, but this work must fit within the limitations of the project budget. It is expected the consultant be familiar with the greater City context of the project site as it relates to multi-modal transportation opportunities.