



**SANDY SPRINGS™**  
GEORGIA

**ADDENDUM NUMBER NO. 1**

**REQUEST FOR PROPOSAL #19-039**

**Master Planning and Consulting Services for City of Sandy Springs North End Design**

**Questions and Answers for RFP 19-039 Master Planning and Consulting Services for City of Sandy Springs North End Design:**

**Question: Should we assume wetlands scope of work is desktop research only?**

**Answer: Yes, wetlands shall be incorporated.**

**Question: Can you confirm architectural drawings or renderings are not required?**

**Answer: This project shall allow the City to sell sites to the successful developer(s). The City requires site plans and concept elevations that will support to effort presented.**

**Questions: Can you describe how the current property owners will be involved in the process?**

**Answer: They will be one of the stakeholders involved in this project.**

**Question: Will current financial commitments or tenant leases be considered as part of the scope?**

**Answer: No, financial commitments or tenant leases shall not be considered as part of this project scope of work.**

**Question: Please confirm that any additional market analysis is requested or required as part of this effort.**

**Answer: No, the City will not require additional market analysis.**

**Question: Please clarify the due date of the proposal (June 13th or 20th).**

**Answer: The solicitation is due on June 20, 2019 at 2:00 p.m. on Bonfire. The link to the solicitation is <https://sandysprings.bonfirehub.com/opportunities/15935>**

**Question: Will Sandy Springs provide all relevant GIS information to preform study of each site?**

**Answer: Most GIS data is available through the City's Open Data portal: <https://data-coss.opendata.arcgis.com/>**

**Question: Is GIS base maps sufficient for this study? Will additional engineering/ survey work be needed to complete the concept studies of each site?**

**Answer: Yes, the GIS base maps shall be sufficient for the studies.**

**Answer: No, additional engineering/ survey work is not required or needed.**

**Question: What kind of proforma is expected at each site?**

**Answer: NO PRO FORMA is needed.**

**Question:** Will Sandy Springs contact and arrange all meetings and/or site visits with properties owners and stakeholders as needed?

**Answer:** Yes, the City will coordinate all meetings and/or site visits with property owners and stakeholders affected by this project.

**Question:** Will Sandy Springs secure appropriate meeting location at each site for required outreach meetings?

**Answer:** Yes, the City shall secure all meeting locations for each site with the general public.

**Question:** Is any traffic engineering warranted for this study?

**Answer:** No, traffic engineering is not required.

**Question:** To what extent will City staff assist in arranging stakeholder interviews and public meeting logistics? (Section 2, Task 1)

**Answer:** The City shall arrange space and sent out all notices to the general public.

**Question:** Is any kind of market analysis required?

**Answer:** The City's recent Comprehensive Plan includes an extensive market analysis that should be used as a baseline to help inform concept plan development.

**Question:** How much property owner involvement is anticipated? How many discussions has the City had with the owners in the past? (Section 2, Task 1)

**Answer:** The property owner(s) shall be involved in all stakeholder meetings. The City has reached out to the property owners about the studies and has a great deal of feedback from the citizens impacted by this project.

**Question:** What level of detail would you like for the cost estimates? Do you want a cost estimate for each of the three concepts for the four sites (12 total cost estimates)? Should these be pro-forma level or rough cost estimates? (Section 2, Task 3.8)

**Answer:** The City wants an estimate for each concept listed within the solicitation. The estimates do not need to be exact but developers should offer an insightful approach based on the available construction costs and land values. Cost Proposals shall be submitted separately, along with any financial information with it.

**Question:** What is the anticipated project schedule following the notice to proceed? The RFP mentions having concept plans ready for staff and city manager review by September 2019, which would be ambitious given the anticipated start date. (Section 2, Task 3)

**Answer:** The City expects the contract to begin six (6) months after the Notice to Proceed (NTP) is issued.

**Question:** Will the consultant be provided GIS information from the City to inform street and topography maps as requested deliverables in Task 1 (Outreach)?

**Answer:** Yes, the consultant shall provide the City with GIS information and any other documentation requested.

**Question: May we have a copy of the "Model Contract"? The RFP mentions that it is Attachment C but I was unable to find it.**

**Answer: The Model Contract is listed as Attachment A within the document.**

**Question: Will a transportation analysis of each alternative concept be required?**

**Answer: No, transportation analysis is not required.**

**Question: Please describe the level of detail required for the environmental inventory and analyses.**

**Answer: This shall be a desktop review of available data. The City shall share all available information on the big lots/sites such as Brown Field.**

**Question: To further clarify my second question above, will a traffic and transportation analysis be required for each of the alternative concepts?**

**Answer: No**

I hereby acknowledge receipt of Addendum Number 1 for Request for Proposal #19-039 Master Planning and Consulting Services for City of Sandy Springs North End Design. I have incorporated the necessary changes into my response for the abovementioned Invitation to Bid.

COMPANY NAME \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_

STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**End Addendum Number 1  
RFP #19-039**