



Nash Square Public Realm Plan–RFQ Addendum

RFQ # 274-PR-2025-NashSqPlan

Addendum # 274-PR-2025-NashSqPlan-01

Date: August 13, 2025

Proposals due: August 22, 2025, at 5:00PM EST

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This Addendum, containing the following additions, clarifications, and/or changes, is issued prior to receipt of submittal packages and does hereby become part of the original RFQ documents and supersedes the original RFQ documents in case of conflict.

Receipt of this addendum must be acknowledged by signing in the area indicated below. Please make the follow additions, clarifications, and/or changes to the RFQ as listed below and **sign and return this addendum with your submittal package.**

Sign below and return this addendum with your proposal.

Proposer Name & Company: _____ Date: _____

Signature: _____ Title: _____

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Scope of Work Additions

The Scope of Services described in Section 4 (p.15-18) of RFQ # 274-PR-2025-NashSqPlan is hereby amended with the addition of text below, underlined in red:

SCOPE OF SERVICES

Awarded firm shall provide services, all as set forth in this RFQ and more particularly described in this Section 4.

A more specific work plan and scope of services will be developed with the selected consultant team at the time of contract negotiations.

The selected team will, at a minimum, complete the following tasks.

Overview of Scope of Services

- **Site Analysis:** Thorough review of current conditions and historical context both within the square itself and along its periphery, as well as analysis of anticipated impacts & opportunities resulting from proposed development in the vicinity. Site analysis is expected to draw from existing plans and data, historic documentation, observation of current conditions and patterns of use, and engagement with subject matter experts as well as general community members. Particular attention will be paid to verifying, updating, and documenting existing inventories of trees, public art, monuments, memorials, and other improvements. The consultant shall be responsible for procuring a current topographical and boundary survey of Nash Square and the surrounding public right-of-way necessary to support the planning and design process.
- **Design Recommendations:** Propose enhancements for public amenities, landscaping, public art, historic interpretation, site circulation, safety, tree canopy management, as well as the expanded public realm (including streets, sidewalks, and right-of-way) along the square's edges. Design recommendations will include an implementation plan for public improvements within the square and surrounding rights-of-way, as well as recommendations for streetscape requirements and regulations that will promote a more cohesive public realm and inform private redevelopment of properties with frontage along Nash Square. The implementation plan shall include a rough-order-of-magnitude (ROM) construction cost estimate for each major project component, suitable for use in the City's capital budget planning.

Pre-Submittal Conference

A pre-submittal conference was held on July 31, 2025, at 10:00am. A recording of that conference is available for viewing on [YouTube here](#).



The image is a screenshot of a Zoom meeting. On the left, a presentation slide is displayed with a dark blue background and white text. The slide title is "Core Staff Team and Project Partners" in green. Below the title is a bulleted list of eight items. To the right of the slide is a photograph of a colorful, abstract sculpture in a park setting. On the far right, a vertical gallery view shows several participants in a grid. At the bottom of the gallery view, there are icons for "BS" and "199".

Core Staff Team and Project Partners

- Park Planning
- Parks Maintenance
- Urban Forestry
- Historic Resources
- Comprehensive Planning
- Urban Projects Group
- Transportation Planning
- Downtown Raleigh Alliance

Questions & Answers (Q&A)

All questions received from prospective firms since the publication of RFQ #274-PR-2025-NashSqPlan have been collected, and responses are provided below.

Questions Received:

I. RFQ Logistics and Evaluation

1. *The North Carolina IPS link from page 4 does not appear to be working, is there another way to receive the information?*

What is the current live link for the solicitation?

Will all submitted questions be shared publicly? If so, where will they be posted?

Response:

All questions received in response to this RFQ are included in this addendum, **274-PR-2025-NashSqPlan-01**, published on eVP.nc.gov/solicitations.

The State of North Carolina procurement portal recently transitioned. What was formerly the NC Interactive Purchasing System (IPS) website has transitioned to the electronic Vendor Portal (eVP). The old website was included in the original RFQ in error.

2. *Has a recording of the pre-proposal meeting and attendees been posted online? If so, can you share the location.*

Response:

A recording of the pre-submittal conference is available on YouTube here: <https://www.youtube.com/watch?v=kZbhPq8vuZM>.

3. *If a firm elects to mail in its response, how much time should be allocated to ensure the City's proper receipt of the package from the time that the package is delivered?*

Response:

That is dependent on the chosen method of delivery, and it is the responsibility of the proposer to ensure that packages are delivered on or before the RFQ date and time provided in Section 1.3 RFQ Timeline (Friday, August 22 at 5:00pm).

4. *Can you provide a list of selection committee members or their affiliations?*

Response:

The list of individual selection committee members has not been finalized at this time. However, the selection committee will consist of City of Raleigh staff and representatives from Raleigh Parks, Raleigh Planning & Development, Raleigh Transportation, and Downtown Raleigh Alliance.

5. *Will interviews be virtual or in person?*

Response:

City of Raleigh anticipates interviews to be in person.

II. Submission Requirements

1. *Other than the tabbed sections in the order listed, are there other required formatting considerations for the RFQ response; such as page size, page limit, or other?*

Can you please indicate if there is a page limit for this request for qualifications?

Response:

Proposals will be evaluated based on the stated criteria in the RFQ. There is no stated page limit. However, proposals should be concise, user-friendly, and narrowly tailored to communicate your team's qualifications for this specific project, presented in an easily digestible and compelling format.

2. *Under Tab 2 of the Qualifications Package (page 11) - do the similar contracts performed in the past two years need to be completed projects or can they be works in progress?*

Is it acceptable to provide a list of similar contracts as requested in Tab 2 completed within the last five years, rather than two years as written?

Response:

Requirements for Tab 2 will be enforced as described in the RFQ (p.11).

Completed projects are preferred, but works in progress are acceptable. When describing the length of the project, please include all relevant dates including contract execution and completion (or anticipated completion date if a project contract has not yet been closed out).

The RFQ submittal requirements state that "a list of all similar contracts performed in the past two years" must be provided under Tab 2.

Although not required, Qualifications Packages may also include additional information on projects completed within the past five or more years. However, older projects should only be included if they are particularly relevant to this RFQ and necessary to demonstrate a firm's qualifications and experience working specifically on similar projects.

3. *For Tab 3: Financial Information, is it correct to assume that for Option 3 that the letter can be signed by the office's CPA confirming that the office is a viable firm? Please confirm the word 'certify' has no implications for notarized documents or certified audits.*

Response:

"Certified" here means attested to or confirmed in writing by a CPA, not a legally notarized or government-certified document. Option 3 is satisfied by a letter (on the CPA's letterhead) signed by a licensed CPA who regularly reviews the firm's financials, confirming that, in their professional judgment, the firm is financially viable.

4. *Is the financial information requested in Tab 3 required for all subconsultants, or just the prime consultant?*

Response:

The information requested in Tab 3 is only required for the prime consultant that will be party to a contract with the City of Raleigh.

5. *Are hourly rates required for all subconsultants, or just the prime consultant?*

Response:

Hourly rates should be provided for both the prime and all subconsultants listed on the project team. As stated in the RFQ on p.13: "One copy of the Hourly Rate Schedule (see Appendix I) for all proposed project personnel should be enclosed in a separate, sealed envelope."

6. *Are there MWBE requirements or targets?*

Is there a desired MWSBE participation target percentage?

In Appendix IV, can line items requesting dollar amount figures be omitted or provided as estimated percentages, given that fees are not required as part of this submission and are not to be a determining factor in selection?

Response:

When completing MWBE Participation Form in Appendix IV, **please omit any line items requesting specific dollar figures**, given that fees are not required as part of this submission and are not a determining factor in selection. You may

provide an estimated percentage of total contract attributed to each firm, but this is not mandatory.

There is no MWBE participation requirement or formal target percentage for this Request for Qualifications (RFQ). The RFQ indicates that the City maintains an affirmative policy of fostering, promoting, and conducting business with women and minority owned business enterprises. The 'MWBE Participation Form (Appendix IV)' is for the purpose of capturing information regarding the utilization of MWBEs, if applicable. Please complete the MWBE Participation Form (Appendix IV) and include it in your RFQ submittal packet to indicate proposed MWBE subconsultants.

Additional information is available on the City's web page at <https://raleighnc.gov/doing-business/services/business-engagement-and-opportunities-program-beop>. Please contact Raleigh Business Engagement and Opportunities Program (BEOP) staff for further questions.

III. Project Scope Clarifications

1. *Do you imagine there could be architectural design scope with potential structures on the park?*

Response:

While the City of Raleigh has not formally ruled it out, we do not anticipate any vertical structures as part of the final design recommendations. There might be room for something along the lines of a shade structure, interpretive elements, or gathering spaces with architectural elements, but City of Raleigh does not anticipate any standalone structures for uses such as a restroom building or a concession / retail space such as is located in Moore Square. A lot of those needs and those demands are going to be met with publicly accessible facilities at the Civic campus right across the street, which alleviates some of the pressure on Nash Square to provide those facilities.

2. *Can you clarify if an economic impact and or market analysis is required as part of the base scope of work for this project?*

Response:

No, a formal economic impact or market analysis is not required as part of the base scope of this project.

3. *You mentioned form-based code. Why did you bring that up?*

Response:

[The following text is derived from a transcript of the pre-application conference. Please excuse any grammatical irregularities.] Looking at the city's regulations and design requirements is one example of something City of Raleigh might want to do together, and something that we are open to, as part of the scope of this project, so that City of Raleigh can understand how Nash Square is going to interact with development on private property surrounding the square. There might be recommendations for materiality, design, different things to help think cohesively about the holistic public realm, not just the property of the square itself, but also understanding as the properties around the square redevelop what they are going to look like and what the city might be able to do, either through partnerships with private development or through the regulatory

approach, help shape that public realm, those sidewalks, street furniture, building facades, things like that along the edges of the square.

4. *Is the City open to considering green infrastructure for stormwater capture/treatment on site?*

Response:

Yes. All proposed design recommendations must conform with all applicable regulatory requirements.

5. *In Key Objectives on page 3 and Scope of Services on page 15, the Public Realm Plan, an operations management plan and comprehensive forest canopy management plan are listed as deliverables. Please confirm that all three (3) are required per the RFQ and that all three (3) are to be submitted together as one deliverable?*

Response:

The overarching purpose of this project is to develop a “master plan” and associated recommendations for improving Nash Square. This will include a conceptual level design and recommendations for construction of physical assets, including associated cost estimates for implementation. City of Raleigh anticipates that the final deliverables will also include a “management plan” with recommendations for improving operations, maintenance, programming, and management of Nash Square in concert with any proposed physical improvements. It is anticipated that this will include detailed recommendations on grounds maintenance, management of public programs and special events, and a comprehensive tree canopy management plan.

6. *The RFQ references three times that a more detailed statement of the project scope will appear as “Section 4,” including on pp 15 “Scope of Services”. If available, can the text referenced as Section 4 be released as an addendum?*

Response:

All references to “Section 4” in the RFQ refer to the content on pages 15-18 of the RFQ, under the heading SCOPE OF SERVICES (the fourth section of the RFQ document). There is no additional detail on scope of services outside of what is available in the original RFQ document and this (or any subsequently published)

addendum. A more detailed scope of services will be negotiated with the selected firm at the conclusion of this qualifications-based process.

7. *Is it expected that the awarded design team will present recommendations for park improvements to the Historic Resources & Museums team?*

Response:

Yes.

8. *Are all presentations to the Advisory Boards and City Council to be made in person?*

Response:

Yes.

9. *Do you have expectations for the format of the final deliverables? Would you be open to creative formats like a website or interactive google slides report for the final plan, rather than a pdf report?*

Response:

Although a PDF report is our default expectation, City of Raleigh is open to creative formats. Format of final deliverables can be discussed and determined with the selected firm at the time of scope and fee negotiation.

IV. Eligibility and Team Composition

1. *Can you triple confirm those that prepared the Civic campus master plan will not be precluded from proposing on this work?*

Response:

Confirmed. Firms participating on the Civic Campus Master Plan will not be precluded from participating on this project.

2. *If two companies wish to present a joint proposal, do you have specific requirements on how to present this joint team in the RFQ material submitted?*

Response:

Firms are encouraged to form collaborative teams, with one primary lead firm responsible for delivering cohesive services in close coordination with the City's Parks, Recreation and Cultural Resources Department, as well as other core project partners. One firm will be the prime firm that contracts with the city. Ultimately, it will be up to that that primary firm to decide how exactly they engage with sub consultants and put together that multidisciplinary team. A project-specific firm chart which clearly illustrates the roles, responsibilities, and the reporting relationships of each team member or firm should be included in the proposal package, under Tab 5: Team Firm, Experience and Certifications/Qualifications.

3. *Is it acceptable to identify team members in name only for future additional services as requested in Section 4, or should complete information including team members, hourly rates, financial information, etc., be provided?*

Response:

Please provide complete information—including proposed team members and current hourly rates—for all subconsultants proposed as part of your project team. This includes subconsultants identified to perform tasks listed under Section 4: Qualifications for Additional Services (p.17-18).

However, please note that the **Financial Information described under Tab 3 is only required for the prime firm**, and is not necessary to provide for subconsultants.

4. *Will there be a particular preference given to a local firm over and out of state firm?*

Response:

While there is no particular preference given to a local firm over an out of state firm, consultant qualifications package should demonstrate a thorough understanding of the local context for this project. City of Raleigh looks forward to seeing how prospective teams demonstrate familiarity with the local context and an understanding of the city of Raleigh. City of Raleigh expects support from whichever teams that we work with as part of this project during the Community engagement process. If City of Raleigh is having community events out at the square, or hosting focus groups in person, it will be important to make sure that members of the consultant team be here with boots on the ground to assist with those aspects of the project and to hear community input firsthand.

Please note that, as stated in the RFQ, the city reserves the option "for amending the initial contract for engineering services on design and construction administration." Prospective teams are expected to demonstrate their understanding and successful experience with the City of Raleigh capital project implementation process.

5. *Page 4 of the RFQ states that cost estimating is required professional service/expertise of the core team, yet in the Overview of Scope of Services on Page 15 and Project Phasing on Page 16/17 there is no requirement for providing cost estimates as part of the deliverables. Please clarify if cost estimation is required.*

Response:

Cost estimation is a required professional service/expertise of this RFQ. It is anticipated that cost estimates will be provided as part of the implementation plan for public improvements within the square and surrounding rights-of-way, as described under Design Recommendations on page 15 of the RFQ. The precise timing and extent of cost estimation services will be determined during scope and fee negotiation.

6. *Will Raleigh Parks be the lead department as primary point of contact for working with the selected consultant team. With Raleigh Parks, Raleigh Planning & Development, Raleigh Transportation and Downtown Raleigh Alliance as strategic partners; Can you share how these groups will be organized to facilitate clear communication and direction with the selected design team during the*

project? For example, will there be one (1) project manager/ city point of contact responsible with helping to shepherd the project or will there be a committee of representatives from each organization that the design team will be required to meet with regularly? Who will be the city's primary point of contact?

Response:

TJ McCourt (Planning Supervisor, Raleigh Parks) will be the project manager and primary point of contact with the City of Raleigh. The consultant will also work closely with a committee of representatives from multiple departments + the DRA (internal "core team"). Core Team members will provide subject matter expertise and may be consulted independently of the project manager on relevant topics. Core Team members are expected to attend regular project meetings (e.g. bi-weekly project check-ins, major milestone meetings, design charettes, etc.) in addition to the project manager and other key staff. City of Raleigh will work with the selected consultant to detail out an efficient communication strategy.

7. *As we pull together teams and see the list of desired services, we understand that there are many that overlap with the expertise the consultant has on staff. How much can the consultant teams expect to rely on City staff to partner on providing solutions for elements specific to their expertise in those services? (For instance, public engagement, urban forestry, historic resources and transportation planning come to mind.) Or should we assume that the consultant team should have team members with expertise to cover all that are listed?*

Response:

In general, consultant teams should plan to include expertise in all of the service areas listed in the RFQ. City staff will be active partners throughout the process and can provide existing information, context, and review in areas such as public engagement, urban forestry, historic resources, and transportation planning. However, staff capacity is limited, and City of Raleigh will rely on the consultant team to bring the specialized knowledge, guidance, and recommendations needed to meaningfully advance the plan. Additional context on specific expectations related to community engagement and urban forestry is provided elsewhere in this addendum.

8. *Are there MWBE requirements or targets?*

Is there a desired MWSBE participation target percentage?

In Appendix IV, can line items requesting dollar amount figures be omitted or provided as estimated percentages, given that fees are not required as part of this submission and are not to be a determining factor in selection?

Response:

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There is no MWBE participation requirement or formal target percentage for this Request for Qualifications (RFQ). The RFQ indicates that the City maintains an affirmative policy of fostering, promoting, and conducting business with women and minority owned business enterprises. The 'MWBE Participation Form (Appendix IV)' is for the purpose of capturing information regarding the utilization of MWBEs, if applicable. Please complete the MWBE Participation Form (Appendix IV) and include it in your RFQ submittal packet to indicate proposed MWBE subconsultants.

Additional information is available on the City's web page at <https://raleighnc.gov/doing-business/services/business-engagement-and-opportunities-program-beop>. Please contact Raleigh Business Engagement and Opportunities Program (BEOP) staff for further questions.

V. Project Schedule

1. *If the City Council cannot award this project to a design team by November and selection/ project start date is delayed, will the stated October 20, 2026 deadline slide as well?*

Response:

Firms submitting responses to this RFQ should anticipate completing all tasks in time for the October 20, 2026 deadline. Adjustments to this proposed schedule may be made as necessary, depending on the final scope of work and contract negotiations.

2. *Is the Nash Square Public Realm plan meant to be a 5yr, 10yr, or 15yr plan when considering the surrounding potential development?*

Response:

The Nash Square Public Realm Plan is meant to provide long-range guidance for the development and evolution of Nash Square. The Plan should anticipate and respond to future development to the extent practicable at the time of the project, including long-term plans for the complete buildout of Raleigh's Civic Campus and any available guidance from other planning documents (e.g. Downtown Mobility Study, WakeBRT, etc.) or private development plans available at the time of the project. Design Recommendations generated as part of this project are expected to include short- to medium-term recommendations for capital improvements to the square and surrounding public realm, as well as long-term recommendations for management and preservation activities.

VI. Project Budget

1. *What is the design fee for the project, which helps us right size the team based on your needs?*

Response:

The [City of Raleigh's FY26 budget](#) allocated \$750K for advanced planning efforts at Nash Square. This budget is anticipated to cover the full scope of work described in this RFQ (initial planning phase) as well as more advanced planning & design (i.e. schematic design, initial permitting, etc.) and/or immediate improvements if recommended through this project.

The total contract award for this initial planning phase is TBD based on proposed project approach and scope & fee negotiation.

2. *Is there an identified budget for construction and/or design?*

Have any assumptions been made concerning a potential construction budget allocated for the implementation of the Public Realm Plan?

Response:

No, at this time an implementation budget has not been determined. As amended, the planning scope shall include rough-order-of-magnitude construction cost estimates for future budget planning purposes.

VII. Existing Resources and Records

1. *Does the city have a recent topo/boundary survey of the site available, or should we include a surveyor on our team?*

Are there recent (within 2 years) detailed surveys of Nash Square available for review? This would include existing tree, topographic, utility and jurisdictional surveys?

Response:

A recent detailed survey of the site is not available. A topographical / boundary survey including standard planimetrics of surface utility features will be required as part of the scope of work for this project, and qualifications packages should reflect the firm/team's ability to provide this service.

Additional surveying (such as SUE) may be required as part of future scope of work associated with this project (i.e. in preparation of schematic design, permitting, etc.).

Although not survey grade, additional publicly available reference data (including parcel data, stormwater and sewer utilities) is available on <https://maps.raleighnc.gov/iMAPS/>

2. *Have there been any recent surveys or analysis of the existing trees in Nash Square carried out? If so, are they available for the proposers to review?*

Response:

The most recent inventory of trees at Nash Square is available on the City of Raleigh's Open Data Portal at

https://data.raleighnc.gov/datasets/38816a0883944cdab97c79662f946462_0/explorer?location=35.777674%2C-78.642384%2C17.96

This data was collected in approximately 2018. It is expected that this data will be updated through a professional survey and tree health assessment performed under the scope of work of this project.

3. *Can you comment on the status of the City Hall complex project, which the RFQ states is currently in construction?*

Is there a management, operations, security or governance system in place to manage the public realm in the new civic campus complex?

What is the city's thinking on the preliminary design solutions put forward in [the Raleigh Civic Campus master] plan?

Response:

City of Raleigh encourage prospective consultants to visit the city's website at raleighnc.gov/city-hall to find more information related to this project.

4. *Can you provide a list of existing governing documents or studies that will inform and/or guide the treatment of the Nash Square historic landscape?*

Response:

See reference links at the end of this addendum.

VIII. Management Plan (Urban Forestry, Operations, and Maintenance)

1. *Will the City require an arborist assessment and/or recommendations, or would this be covered in-house by the Urban Forestry group?*

Response:

Yes, an arborist assessment and/or recommendations will be required as part of the scope of work of this project. Our Urban Forestry team does not have the capacity to perform as project arborists. Our staff can help with filling in gaps and providing feedback, but the consultant group will be expected to develop things like protection vs removal recommendations, health assessments, and planting/maintenance plans. Consultant teams are expected to include a certified arborist qualified to perform this work.

2. *Are you looking for a management plan beyond the trees?*

Response:

Yes, City of Raleigh is going to be thinking about maintaining the grounds of this square. Maintenance might include site furniture, lighting, turf management, addressing soil compaction issues and other elements that would normally go along with a management strategy for a property like this one. There will be discussion about formal and informal programming at the square as well. Programming discussions may include a location for event hosting, community events, public events, special events at the square on the formal side of things, but we also know there's a lot of informal use and activity by our community out on this square. City of Raleigh wants to adapt the design recommendations that accommodate all uses and user groups. We encourage thinking very broadly under that umbrella of a management plan.

3. *Is the city looking for or open to models for revenue generation to support long term operations and maintenance of Nash Square, including a programming strategy for activating the square?*

Response:

Yes, City of Raleigh is open to those recommendations.

IX. Community Engagement

1. *Will the City provide a list of desired key stakeholders for the Consultant Team?*

Other than DRA, what other key stakeholders should be considered in the Community engagement efforts?

Will the Community Engagement consultant be expected to conduct outreach in select communities to advertise community meetings or will the city provide input (or lead) on this task?

How involved will the city be in the community/stakeholder engagement activities? Can we assume the city will lead and the consultant team will attend to present the design, facilitate discussion, and prepare materials? Or do you need the consultant team to lead all aspects of engagement including logistics, event planning, website creation, online surveys, etc.?

Response:

The City of Raleigh team, with support from the Downtown Raleigh Alliance (DRA), will lead the coordination and logistics for organizing and promoting community engagement activities and meetings. However, City of Raleigh expects that the consultant team will supplement our standard approach with innovative ideas uniquely tailored to this project and will actively engage with us in the design of an effective community engagement strategy.

The consultant will need to prepare materials for all public meetings (e.g., boards, handouts, etc.) and members of the consultant team are expected to attend to facilitate discussion, present information, and/or gather direct feedback as relevant and necessary at various stages of the project.

City staff will be responsible for maintaining project webpages (raleighnc.gov) and surveys through our engagement platform (engage.raleighnc.gov), but will expect the consultant to provide written copy and supporting visual assets for websites and survey questions.

City staff will develop a comprehensive list of stakeholders and community interest groups that we want to engage with and consider as a part of this process. Descriptively, the City of Raleigh knows that this list will include groups such as downtown residents, downtown businesses, visitors/workers downtown, nearby schools, such as [Exploris](#), frequent park visitors, and historically underrepresented or disenfranchised groups, such as the unhoused

or homeless. In addition, select institutional partners will be involved, including the State of North Carolina, North Carolina Fallen Firefighters Foundation, etc. The consultant will review an existing list of identified stakeholders and is expected to contribute recommendations for additions, consult with us to identify any potential blind spots, and take an active role in ensuring a successful engagement and collaborative design process.

The City of Raleigh and DRA will be responsible for advertising meetings, events, and opportunities to get involved through traditional channels (such as on-site signage, GovDelivery email newsletters, and social media). The consultant should anticipate participating in direct outreach efforts, such as open houses, pop-up events, canvassing, or intercept surveying.

2. *What is DRA's role in the project process and will they be a key part of the overall efforts for the Plan and its outcomes?*

Response:

Yes, DRA will be heavily involved - their primary roles will be facilitating stakeholder engagement (particularly with downtown businesses, residents, property owners), reviewing findings, and providing recommendations on all designs and products. DRA will assist in alignment of this park project with other city initiatives, such as the [Downtown Mobility Study](#), [Downtown Raleigh Public Realm Study](#), and the [Downtown Raleigh Economic Development Strategy](#).

3. *As part of the project scope for Community Engagement, the RFQ references digital and online tools. Please clarify that City of Raleigh will be responsible for the hosting and maintenance of a project website, a project social media account, or any forum online for public feedback. And please clarify which aspect of these tools will be within the consultant's scope.*

Response:

The City of Raleigh will be responsible for hosting and maintaining a project webpage, as well as social media communications. We anticipate hosting a general project website on raleighnc.gov, as well as a dedicated community engagement portal on engage.raleighnc.gov. The consultant's scope may include tasks such as providing written and visual content for project pages (including project narratives, survey questions, analysis of survey responses,

design boards, diagrams, drawings, and other forms of written and visual communication).

X. Transportation Planning

1. *Please clarify the “transportation planning” services being requested. Is this high-level bicycle/pedestrian-related planning or are you looking for more detailed traffic and transportation studies including trip generation, LOS analysis, etc.?*

Response:

There are several active and upcoming transportation planning projects in the vicinity and along the frontage of Nash Square. The [Downtown Mobility Study \(DMS\)](#) is wrapping up this fall and includes identified priority transportation corridors along the frontage of Nash Square. The DMS will be presented to City Council this fall for approval. Draft recommendations for the Downtown Mobility Study were presented at the June 11 *Raleigh In Motion Open House*, and workshop materials can be viewed here: [Raleigh In Motion Open House overview](#). Please note that Nash Square Public Realm recommendations will need to be consistent with elements of the Downtown Mobility Study including Planned Bus Rapid Transit (BRT) corridors, Bicycle and Micromobility strategies, etc. [Vision Zero](#) is also planning to implement *Downtown Pedestrian Improvements - Phase II*, with construction plans being developed next year.

It is expected that any proposed concepts for Nash Square accommodate and are aligned with recommended transportation uses within the right-of-way fronting Nash Square. With the assumption that the fundamental use of Nash Square is not changing, no trip generation or LOS analysis is needed.

XI. Historic and Cultural Resources

1. *Does the Fallen Firefighters Memorial have to remain in its current form, or can this be reworked as part of the planning/design process?*

Does the city intend to keep the “North Carolina Fallen Firefighters Memorial” and other artwork in the square? If so, does the city currently have programs in place to curate and maintain this artwork?

Response:

The [memorial](#) is maintained by the North Carolina Fallen Firefighters Foundation ([ncfff.org](#)). Nash Square is owned by the State of North Carolina and managed by the City of Raleigh. The City does not have sole authority to determine the future location of the North Carolina Fallen Firefighters Memorial. At this time, it is anticipated that the Memorial will remain in place. However, the City of Raleigh expects further coordination with the North Carolina Fallen Firefighters Foundation, the State of North Carolina, and other stakeholders throughout the course of this project to clarify and/or determine long-term plans.

2. *Is it expected that the awarded design team will present recommendations for park improvements to the Historic Resources & Museums team?*

Response:

Yes. Representatives from the Raleigh Parks Historic Resources & Museum Program will be participating as part of the internal staff core team for this project. Additionally, engagement with the Historic Resources and Museum Advisory Board, Raleigh Historic Development Commission, and/or State Historic Preservation Office should be anticipated.

3. *Does the City have a cultural landscape report for Nash Square that will be available for review by the design team for the purposes of understanding Nash Square’s historical context.*

Response:

There is no standalone nomination or Cultural Landscape Report for Nash Square. For the purposes of understanding Nash Square’s historical context, please reference: [A Study of the Historic Context and Physical Evolution of Nash Square](#). Nash Square is also included in the [Depot Historic District \(NAID](#)

[47722675](#)) in the National Register of Historic Places. Additional information is also available on the Raleigh Historic Development Commission website at <https://rhdc.org/depot-historic-district>.

4. *Has a Historical Period of Significance been established by a CLR or other agency or document?*

Response:

There is no standalone nomination or Cultural Landscape Report for Nash Square that separately establishes a period of significance distinct from the Depot Historic District. From [A Study of the Historic Context and Physical Evolution of Nash Square](#): *“The period of significance for Nash Square’s surviving historic fabric is suggested as 1792-c.1955, encompassing the square’s creation and evolution through its major redesign in 1939-1940”*.

5. *Is the City expecting that the consultant team provide a Cultural Landscape Report? Or is the expectation that the design team will review available historical information provided by the City?*

Response:

The City is not expecting a Cultural Landscape Report as part of the scope of work for this project. The expectation is that the design team will review available historical information provided by the City or as derived from additional research as necessary to ensure that all proposed plans, designs, improvements, or modifications are consistent with all applicable local, state, and federal requirements.

6. *Is the layout from the 1939-1940 design by landscape architect Arnold Peterson considered the most relevant period of significance?*

Response:

This is not a straightforward yes or no question, as the City of Raleigh has not yet formally defined a period of significance. From the attached report: *“The period of significance for Nash Square’s surviving historic fabric is suggested as 1792-c.1955, encompassing the square’s creation and evolution through its major redesign in 1939-1940.”* The Beaux-Arts layout of Nash Square is expressly recognized as a significant contributing feature in the Depot District’s National Register nomination.

7. *The RFQ states on page 10 that "The services and materials to be provided under this contract will be financed in whole or in part with Federal funding." Aside from those Federal laws, regulations, policies, and related administrative practices outlined in Appendix VI, is the site subject to any Federal planning, design, or treatment standards/guidelines or state agency review (e.g. National Historic Preservation Act).*

Response:

Nash Square is owned by the State of North Carolina and managed by the City of Raleigh. Design recommendations or proposed improvements to the square will be subject to review by the State Historic Preservation Office.

At this time, no Federal funding has been identified for this project. However, the City of Raleigh anticipates potentially applying for grants or other sources of funding that could trigger additional Federal requirements. If Federal funding is used during project implementation, then additional requirements under Section 106 of the National Historic Preservation Act may apply.

Links embedded in QA responses

1. Addendum link on eVP: <https://evp.nc.gov/solicitations/details/?id=0f8c7f3b-d067-f011-bec2-001dd8084346>
2. Nash Square Pre-Submittal Conference Recording: <https://www.youtube.com/watch?v=kZbhPq8vuZM>
3. Raleigh BEOP: <https://raleighnc.gov/doing-business/services/business-engagement-and-opportunities-program-beop>
4. Site data: <https://maps.raleighnc.gov/iMAPS/>
5. Tree Inventory data: https://data.raleighnc.gov/datasets/38816a0883944cdab97c79662f946462_0/explore?location=35.777674%2C-78.642384%2C17.96
6. [Exploris](#)
7. [Downtown Mobility Study](#)
8. [Raleigh In Motion Open House overview](#)
9. DRA - [Downtown Raleigh Public Realm Study](#)
10. DRA - [Downtown Raleigh Economic Development Strategy](#)
11. Civic Campus updates: raleighnc.gov/city-hall
12. Fallen Firefighters Memorial: <https://www.ncfff.org/memorial/>
13. [Depot Historic District Report \(NAID 47722675\)](#)
14. RHDC - <https://rhdc.org/depot-historic-district>
15. [1792-2018 Study of the Historic Context + Physical Evolution of Nash Square](#)

Additional Reference Links

16. [Raleigh Civic Campus Master Plan](#)
17. DRA - [Activating the Downtown Core](#)
18. [Wake BRT: Northern Design and Construction](#)