



City of Raleigh

Request for Qualifications #: # 274-PlanDev-Fayetteville

Title: Fayetteville Street Streetscape Plan

Submittal Due Date and Time: September 16, 2024 | 5 PM EST

ADDENDUM NO. 1

Issue Date: 09/11/2024

Issuing Department:

Direct all inquiries concerning this RFQ to:

Dylan Bruchhaus

Senior Urban Planner

Email: dylan.bruchhaus@raleighnc.gov

City of Raleigh
Addendum #1 to RFQ 274-PlanDev-Fayetteville | Fayetteville Street Streetscape Plan

Issue Date:

To: All Proposers

This Addendum, containing the following additions, clarifications, and/or changes, is issued prior to receipt of qualification 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.**

Dylan Bruchhaus
Senior Urban Planner

Sign below and return this addendum with your submittal response.

Proposer Name & Company: _____ **Date:** _____

Signature: _____ **Title:** _____

Online Participants				
Name	Position	Firm	Contact Email	Contact Phone Number
Aaron Hutchens	Assistant Vice President	Quinty	ahutchens@Qunity.com	336.392.9457
Adam Fullerton		Kimley-Horn	Adam.Fullerton@kimley-horn.com	919.653.2937
Amanda Dayer-Heisler	Marketing Coordinator	Surface 678	adayer@surface678.com	
Austin Bowman		McAdams	abowman@mcadamsco.com	
Britt Davis		JDavis Architects	brittd@jdavisarchitects.com	
Bryan Bays		TSW & Associates	bbays@tsw-design.com	678.362.4400
Camila Rivera Torres			criveratorres@swabalsley.com	
Charles Bradley		Surface 678	cbradley@surface678.com	
Cindy Szwarczkop		Kimley-Horn	Cindy.Szwarczkop@kimley-horn.com	
Daniel Navarro-Gomez			dnavarrogomez@migcom.com	
Doug Rohr		CES Group Engineers	drohr@ces-group.net	704.594.0108
Grant Meacci		Bolton-Menk	grant.meacci@bolton-menk.com	910.409.5076
Hana Cohn			hcohn@swabalsley.com	
Jed Byrne	Business Development	WithersRavenel	jbyrne@withersravenel.com	980.428.4591
Jeffrey Scott			jscott@pagethink.com	919.645.3279
Jeremy Arnett	Manager of Landscape Architecture	JDavis Architects	jeremya@jdavisarchitects.com	919.835.1500
Joe Puckett		HDR	Joe.Puckett@hdrinc.com	919.302.3395
Joey Fuller		Ayres Associates	FullerJ@AyresAssociates.com	920.327.7825
Jordan McLaughlin		EDSA	jmclaughlin@edsaplan.com	
Julie Young		McAdams	jyoung@mcadamsco.com	
Kyle Mundy		A. Morton Thomas & Associates	kmundy@amtengineering.com	667.206.2274
Leah Robinson			lrobinson@pivotal-aei.com	
Lynette Royster	Sr Project Manager	BREE & Associates	lynette.royster@breeassociates.com	919.806.2255
Madelene Finch		McAdams	mfinch@mcadamsco.com	
Matthew Evans		EDSA	mevans@edsaplan.com	336.391.7446
Megan Mansell		Rhodeside Harwell	MeganM@rhiplaces.com	703.683.7447
Michael Batts	Principal	EDSA	mbatts@edsaplan.com	919.699.1956
Morgan Kocor		Engineered Designs	mkocor@engineereddesigns.com	
Parker McLawhorn	Marketing Coordinator	Kimley-Horn	Parker.McLawhorn@kimley-horn.com	
Peyton Peterson	Landscape Architect	TSW & Associates	ppeterson@tsw-design.com	470.751.2503
RJ Perry	BD Coordinator	Lynch Mykins	rperry@lynchmykins.com	
Shweta Nanekar	Practice Lead	McAdams	nanekar@mcadamsco.com	919.749.1567
Sukirti Ghosh		RHI	sukirtig@rhiplaces.com	703.348.7447
Tanara Hansen	Structural Engineer	Lynch Mykins	thansen@lynchmykins.com	
Tom Melby			tom.melby@littleonline.com	919.474.2587
Younouss ADJIBI		A'S INITIATIVE LLC	Adjibi.y@asinitiativellc.com	919.897.0340

In Person Participants				
<u>Name</u>	<u>Position</u>	<u>Firm</u>	<u>Contact Email</u>	<u>Contact Phone Number</u>
Jared Draper	Director	Toole Design	jdraper@tooledesign.com	919.336.5010 x188
Joe Michael	Principal	JDavis Architects	joem@jdavisarchitects.com	336.214.8356
Cindy Hoffman	Studio Leader	Stewart	choffman@stewartinc.com	919.817.7731
Reggie Scales	Managing Director	VHB	rscales@vhb.com	919.744.1443
Brandon White	Vice President	Kimley-Horn	brandon.white@kimley-horn.com	919.653.2928
Marlen Veith	Urban Designer	Perkins & Will	marlen.veith@perkinswill.com	984.287.0481
Martha Eberle	Director	Andropogon	eberlem@andropogon.com	919.809.7898
Josh Karrick	Planning Director	Cline Design	joshuak@clinedesignassoc.com	919.833.6413
Cavonte Davis	CM	BREE & Associates	cavonte.davis@breeassociates.com	919.806.2255
Ben Aycock	Director / Manager	JDavis Architects	ben@jdavisarchitects.com	919.835.1500
Dave Toms	Landscape Architect	McAdams	toms@mcadamsco.com	919.412.6697
Michael Rantilla	Principal	HDR	michael.rantilla@hdrinc.com	919.260.6598

***Request for Qualifications
#274-PlanDev-Fayetteville***

***Fayetteville Street
Streetscape Plan***

***Pre-Submittal Conference
September 4, 2024***



Raleigh



Agenda

1. Sign-In, Addendums, + Project Contacts
2. Fayetteville Street Background
3. Project Background
4. RFQ Overview
 - Submittal Requirements
 - Qualifications Package
 - Reference Questionnaire
 - MWBE
 - Evaluation Criteria
 - Scope of Services
 - RFQ Timeline
5. Question and Answers

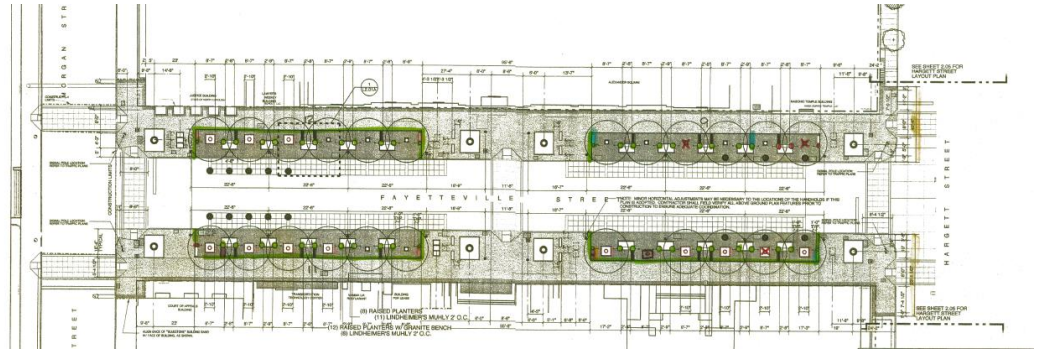


Sign-In, Addendums, + Project Contacts

- Please sign in with your name, title, firm, phone number, e-mail. If on the teams meeting, please leave this information as a comment in the chat. The attendance will be included in the first addendum.
- All information presented today, and Q&As will be provided in first addendum.
- Any questions we can't answer today will be answered in first addendum.
- All questions submitted in writing by September 6, 2024 will be provided in an addendum on September 9, 2024 (anticipated date).
- **Project Contact:**
Dylan Bruchhaus, dylan.bruchhaus@raleighnc.gov

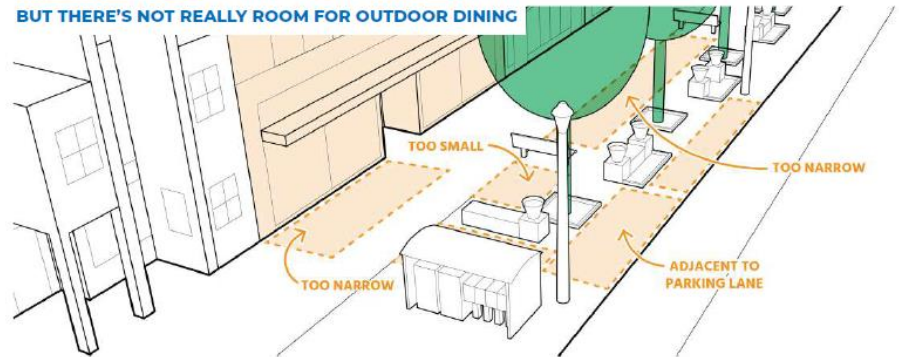
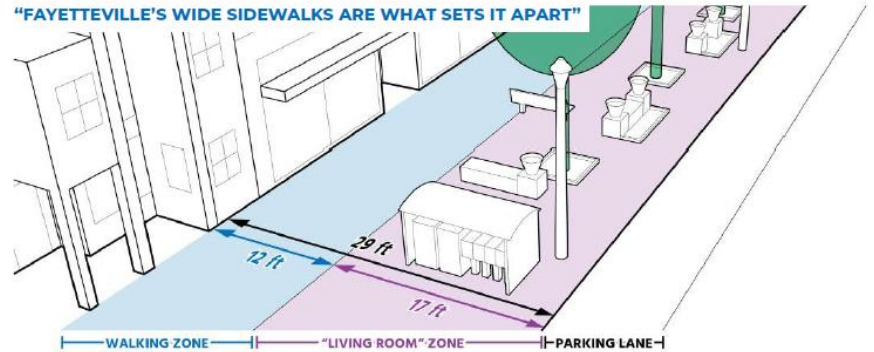
Fayetteville Street Background

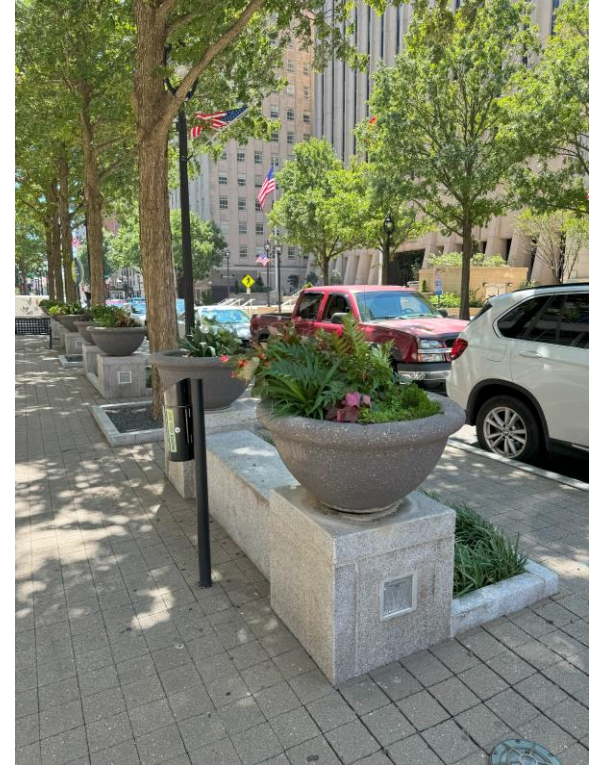
- 1991: The Downtown Raleigh Streetscape Master Plan was adopted by City Council.
- 2006: Fayetteville Street reopened to vehicular traffic and new streetscape design.
 - Established as the city's Ceremonial corridor by the Livable Streets Plan.
 - Major capital project with prescriptive streetscape details.
 - No adopted streetscape plan for Fayetteville Street.



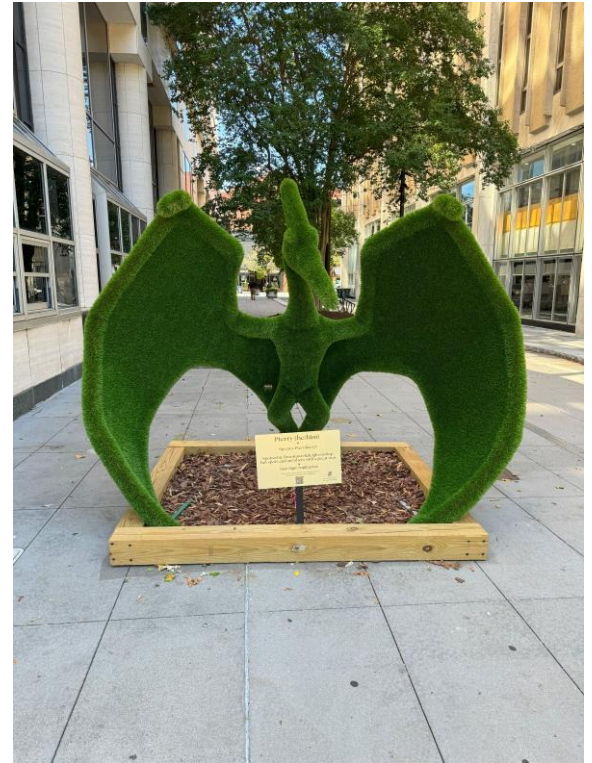
Fayetteville Street Background

- 2024: Downtown Raleigh Alliance released Phase I of the Downtown Economic Development Strategy that recommended an update to the streetscape standards along Fayetteville Street.

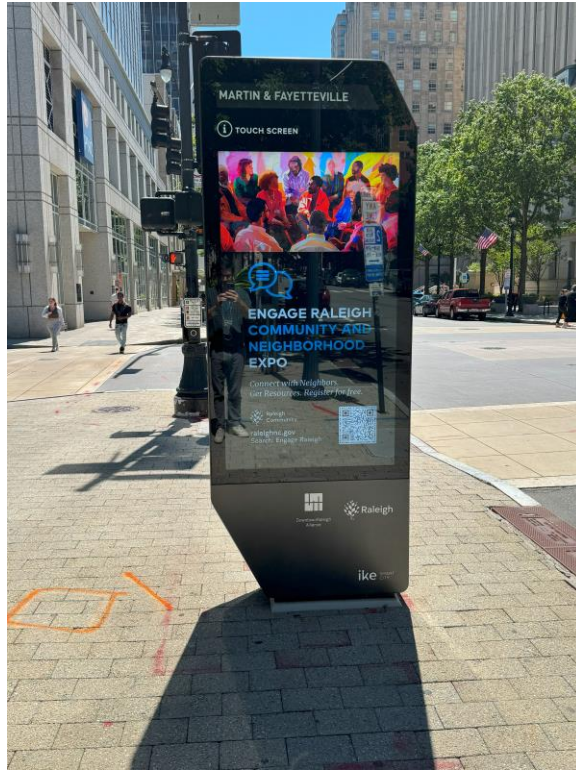




Above Ground Utilities



Public Art Installations



Existing Streetscape Elements

Project Background

This project has two significant deliverables.

1. Fayetteville Street Streetscape Plan
 1. Plan needs to follow at a minimum the UDO requirements outlined in Section 10.2.19.
 2. Plan need to be illustrative and user-friendly and provide administrative flexibility.
 3. At a minimum identify furnishing, activity zones, and cross-section.
2. Engineering Study of Existing Conditions & Utility Plans
 1. Understand subsurface conditions, including utilities, irrigation, basements, and above surface of newspaper racks and other built infrastructure.
 2. Develop a plan for relocation and consolidations of utilities, planting, and lighting strategies.



RFQ Overview

Submittal Requirements

1. Submit all documents in a sealed envelope. Complete and enclose the Checklist provided as Appendix VII to the submittal package with the name of the submitting company and the RFQ number.
 1. Paper Submittal: one (1) signed hard copy of the respondent's qualifications package.
 2. Electronic Submittal: One (1) electronic version on flash drive storage device of the respondent's qualifications package that is viewable and printable Portable Document File format (PDF).
2. Refer to Appendix III and IV – Reference Questionnaire Instructions and Questionnaire Form.
 1. This form is to be returned to the City of Raleigh, (**Dylan Bruchhaus**), via email to (**dylan.bruchhaus@raleighnc.gov**) no later than 5 p.m. ET, September 16, 2024 and **MUST NOT** be returned to the company requesting the reference.

DELIVERED BY US POSTAL SERVICE MAIL:
City of Raleigh Planning and Development Department
ATTN: Dylan Bruchhaus
One Exchange Plaza
Suite 100
Raleigh, NC 27603
RFQ No. 274-PlanDev-Fayetteville

Qualifications Package

Preferred RFQ Format

1. Tab 1: Cover Letter

1. Introduction letter summarizing the unique qualifications of your firm to meet the needs of this project.
2. This letter should be presented on the firm's official letterhead and signed by an authorized representative.
3. Include the name, address, telephone, and email address of the individual who serves as the point of contact for this solicitation

2. Tab 2: Corporate Background & Experience

1. Provide a list of all similar contracts performed in the past five (5) years, accompanied by at least three (3) references (contact persons, firm, telephone number and email address).

3. Tab 3: Financial Information

1. Three potential options to include in the submission (refer to pages 14 and 15).
2. All financial information, statements and/or documents provided in response to this solicitation shall be kept confidential provided that EACH PAGE is marked as follows: "CONFIDENTIAL – DO NOT DISCLOSE EXCEPT FOR THE EXPRESS PURPOSE OF PROPOSAL EVALUATION."

Qualifications Package

Preferred RFQ Format

4. Tab 4: Project Understanding, Approach, & Proposed Schedule

1. Provide a comprehensive narrative, outline, and/or graph demonstrating the firm's understanding and approach to accomplishing the tasks outlined in the Scope of Work section of this RFQ.
2. A description of each task and deliverable and the schedule for accomplishing each shall be included.

5. Tab 5: Team Firm, Experience and Certifications/Qualifications

1. This section must include the proposed staffing, deployment and firm of personnel to be assigned to this project.
2. A project- specific firm chart which clearly illustrates the roles, responsibilities, and the reporting relationships of each team member should be included.

Additional Information

1. Hourly Rates

Reference Questionnaire

1. Minimum of 3 references required.
2. Reference Questionnaire Form must be submitted directly to **Dylan Bruchhaus** (dylan.bruchhaus@raleighnc.gov) from person or entity providing reference.
3. Must be received by 5:00 pm on September 16, 2024.

APPENDIX III

Reference Questionnaire Form

274-PlanDev-Fayetteville: Fayetteville Street Streetscape Plan

(Name of Business Requesting Reference)

This form is being submitted to your company for completion as a business reference for the company listed above.

This form is to be returned to the City of Raleigh, (Dylan Bruchhaus), via email to (dylan.bruchhaus@raleighnc.gov) no later than 5 p.m. ET, September 16, 2024 and **MUST NOT** be returned to the company requesting the reference.

For questions or concerns regarding this form, please contact the City of Raleigh, Point of Contact above.

Company Providing Reference _____

Contact Name and Title/Position _____

Contact Telephone Number _____

Contact Email Address _____

Questions:

1. In what capacity have you worked with this company in the past? If the company was under a contract, please acknowledge and explain briefly whether or not the contract was successful.

Comments: _____

2. How would you rate this company's knowledge and expertise?

3= Excellent 2= Satisfactory 1= Unsatisfactory 0= Unacceptable

Comments: _____

3. How would you rate the company's flexibility relative to changes in the scope and timelines?

3= Excellent 2= Satisfactory 1= Unsatisfactory 0= Unacceptable

Comments: _____

MWBE

The City of Raleigh prohibits discrimination in any manner against any person based on actual or perceived age, race, color, creed, national origin, sex, mental or physical disability, sexual orientation, gender identity or expression, familial or marital status, religion, economic status, or veteran status. The City maintains an affirmative policy of fostering, promoting, and conducting business with women and minority owned business enterprises.

Complete and submit the MWBE Participation Form (Appendix V) with your qualification package.

APPENDIX V

MWBE PARTICIPATION FORM

IDENTIFICATION OF MWBE PARTICIPATION FOR PROFESSIONAL SERVICES

This Identification of MWBE Participation Form captures information regarding MWBE participation in the providing of professional services as defined by NCGS §143-64.31, et seq. MWBE participation is encouraged for all City of Raleigh contracting opportunities. Please refer to the City's MWBE Policy for any contract specific requirements. Copy this Form as needed.

COMPANY NAME		
PROJECT NAME		CITY DEPARTMENT
PROJECT NUMBER		RFQ SUBMITTAL DATE

Section 1: PROFESSIONAL SERVICE PROVIDER—PRIMARY CONTRACTOR

* CONTRACT IS FOR PROFESSIONAL SERVICES. Please complete the following:

COMPANY NAME		
PROFESSIONAL SERVICES PROVIDED	<input type="checkbox"/> Architectural <input type="checkbox"/> Engineering <input type="checkbox"/> Public-Private Partnership Construction	<input type="checkbox"/> Design-Build <input type="checkbox"/> Surveying <input type="checkbox"/> Construction Management at Risk
<input type="checkbox"/> PRIMARY CONTRACTOR IS MWBE	Classification: <input type="checkbox"/> Certified with NCHUB <input type="checkbox"/> Certified with NCDOT-DBE	RESIDENT FIRM <input type="checkbox"/> YES <input type="checkbox"/> NO

*MWBE Classifications: American Indian (AI), Asian American (AA), Black/African-American (B), Hispanic (H), Non-Minority Female (NMF), Socially/Economic Disadvantaged (S)

Section 2: PROFESSIONAL SERVICE PROVIDER—MWBE SUBCONTRACTORS

Complete the chart below for all MWBE subcontractors that you intend to use for this Contract regardless of dollar amount.

COMPANY NAME		
PROFESSIONAL SERVICES PROVIDED	<input type="checkbox"/> Architectural <input type="checkbox"/> Engineering <input type="checkbox"/> Public-Private Partnership Construction	<input type="checkbox"/> Design-Build <input type="checkbox"/> Surveying <input type="checkbox"/> Construction Management at Risk
MWBE CLASSIFICATION		RESIDENT FIRM <input type="checkbox"/> YES <input type="checkbox"/> NO

*MWBE Classifications: American Indian (AI), Asian American (AA), Black/African-American (B), Hispanic (H), Non-Minority Female (NMF), Socially/Economic Disadvantaged (S)

COMPANY NAME		
PROFESSIONAL SERVICES PROVIDED	<input type="checkbox"/> Architectural <input type="checkbox"/> Engineering <input type="checkbox"/> Public-Private Partnership Construction	<input type="checkbox"/> Design-Build <input type="checkbox"/> Surveying <input type="checkbox"/> Construction Management at Risk
MWBE CLASSIFICATION		RESIDENT FIRM <input type="checkbox"/> YES <input type="checkbox"/> NO

*MWBE Classifications: American Indian (AI), Asian American (AA), Black/African-American (B), Hispanic (H), Non-Minority Female (NMF), Socially/Economic Disadvantaged (S)

COMPANY NAME		
PROFESSIONAL SERVICES PROVIDED	<input type="checkbox"/> Architectural <input type="checkbox"/> Engineering <input type="checkbox"/> Public-Private Partnership Construction	<input type="checkbox"/> Design-Build <input type="checkbox"/> Surveying <input type="checkbox"/> Construction Management at Risk
MWBE CLASSIFICATION		RESIDENT FIRM <input type="checkbox"/> YES <input type="checkbox"/> NO

*MWBE Classifications: American Indian (AI), Asian American (AA), Black/African-American (B), Hispanic (H), Non-Minority Female (NMF), Socially/Economic Disadvantaged (S)

Qualifications Evaluation Criteria

Criteria	(a) Weight	(b) Score (0-3)	(a) X (b) Weighted Score
Firm Background and Experience	20		
Project Understanding and Approach	35		
Team Organization, Experience and Qualifications	25		
Experience Facilitating and Managing Community Engagement Efforts	15		
Other – RFQ Quality and Compliance, Legal, Financial, or Technical Issues	5		
Final Score			

Scope of Services

1. Project Management / Administration
2. Inventory and Analysis of Existing Conditions
 1. Review existing furnishings, public art, hardscape elements, infrastructure, accessibility features, lighting, and vegetation.
 2. Inventory and condition of sub-surface infrastructure, utilities, roof drains, irrigation systems, and overall condition underneath pavers.
3. Fayetteville Street Streetscape Plan
 1. Identify plan and cross-sections of the corridor, including furnishing and activity zones.
 2. Provide general specifications of proposed elements while being written to provide administrative alternates in design.
 3. Develop a street lighting plan and street planting plan.
 4. Develop a plan for planter and potential newspaper kiosk removal and relocation.
 5. Evaluate additional accessibility infrastructure.
 6. Evaluate additional public art locations.
 7. **Optional: Pattern Language Section.**

Scope of Services

4. Fayetteville Street Utility Plan and Cost Estimates

1. Develop an electrical service, irrigation, and lighting plan.
2. Develop cost estimates for the removal and replacement of streetscape elements.
3. Develop cost estimates for any alteration of the streetscape such as new planting locations and curb bump outs.

5. Stakeholder Outreach and Meeting Presentations

1. Conduct stakeholder outreach and engagement facilitation including public meetings, pop-up events and presentations.
2. Present final streetscape plan to the required stakeholder meetings, Design Review Commission, and City Council.



RFQ Timeline

RFQ Process	Date and Time
RFQ Advertisement Date	August 23, 2024
Deadline for Written Questions	September 6, 2024
City Response to Questions (anticipated)	September 9, 2024
Submittal Due Date and Time (This also includes Appendix IV Reference Questionnaire Form)	September 16, 2024
Interview Notifications (anticipated)	September 23, 2024
Interviews (if required) Second Round Interview (if required)	September 25-27, 2024 October 2-3, 2024
Selection Announcement (tentative)	October 4, 2024

Q & A

Questions from the Pre-Submittal Meeting

What is the project budget?

- The ultimate funding strategy is still being decided as there are potential funding streams being allocated to other capital projects in Downtown Raleigh, such as shading elements in City Plaza. The anticipated overall budget should be around or under \$400k with any additional remaining funding going towards implementation of the recommendations from the study.

How much of City Plaza will be included in the scope of work?

- City Plaza should be included in the scope of work. The study should look to evaluate the existing conditions of the plaza and look at opportunities to expand recommended items from the Downtown Raleigh [Economic Development Strategy | Part 1: Activating Fayetteville Street](#) and elements such as public art.
- The streetscape plan should address the plaza and at a minimum include zones of activity, cross-sections, and material and furniture choices.

Is Downtown Raleigh Alliance included in the RFQ selection panel?

- No, Downtown Raleigh Alliance (DRA) will not be a member of the selection panel. DRA was given the opportunity to review the RFQ and will serve as a member of the city's project team.

What is the level of anticipated coordination with stormwater?

- Existing stormwater facilities should be analyzed and documented as part of the study. Relocation and removal plans of existing infrastructure should note any impacts to stormwater facilities and plan any remediation designs.
- Additional green stormwater infrastructure or similar infrastructure may be included as a recommendation to the enhanced planting strategy.

Does being selected for this project preclude any additional work associated with the design services in this contract?

- No. Firms awarded the design service contract can be awarded additional design or construction work associated with the study. The current funding is not adequate for the full implementation of any proposed streetscape improvements, so a phased approach of implementation is anticipated.

Can you elaborate on the level of public engagement?

- For the project, engagement with stakeholder groups such as the DRA and business and property owners along the corridor will be required as part of the scope of work. Since Fayetteville is treated as Raleigh's Main Street, input from the general public should also be considered.

- The adoption of the streetscape plan is a legislative planning process and requires several engagement touchpoints, including a neighborhood meeting, and public hearings at the Design Review Board and City Council.

What extent does the RFQ include geotechnical services?

- The scope of work includes an analysis of subsurface conditions, in particular to understand the condition of the substructure underneath the paving materials and utility locations. Locations of basements and other subsurface structures are also required as part of the existing conditions analysis.

What is the percentage requirement from MBWE?

- The City has an aspirational goal of 15 percent of the total contract amount to be performed by MWBE businesses on construction and repair projects of \$300,000 or more, and contracts of \$100,000 or more that include any State funding.
- For professional services contracts, the City has no established goals regarding percentage of work completed by MWBE firms. However, the use of MWBE firms is encouraged whenever possible.

What is the preference for a landscape architecture experience.

- A local landscape architect with a North Carolina license is preferred to be involved either as lead or a team member this project to help tie in the legacy of the local heritage and cultural landscape of the site. However, any firm with similar experiences and required qualifications are encouraged to apply.

What is role of Interface Studio (the consultant for the [Economic Development Strategy | Part 1: Activating Fayetteville Street](#)) with this proposal?

- Interface Studio was hired by Downtown Raleigh Alliance to develop economic development strategies for revitalizing Fayetteville Street, and their report included the recommendation of an upgraded streetscape plan. The document should be used as a guiding document. However, the deliverables and scope of work from this request are separate from each other.
- A vast amount of local engagement was conducted by Interface Studio and Downtown Raleigh Alliance. This project should build off the recommendations of the previous planning efforts as a starting point, and work with the stakeholders to complete the streetscape plan.

Are there CAD files available from the 2006 capital project along Fayetteville Street?

- Limited CAD files are available for the proposed design, and do not represent the entire construction files. As-builts and other documentation are only available via pdfs.

Questions from the Pre-Submittal Meeting – Submitted via Teams

Do you have any existing sub-surface survey data, and if so, what level of detail does it offer? Alternatively, is the goal to develop new sub-surface survey data from scratch as part of the existing conditions analysis?

- The City of Raleigh analyzed the sub-surface conditions of City Plaza in early 2020, and that information may be used in the study. Any subsurface data for Fayetteville Street documented is potentially outdated.

The RFP lists urban forestry as a service item, does the city desire teams to include arborists or will the selected team be utilizing City Arborist staff?

- It is beneficial and preferred for the consultant team to have their own tree expert to help develop tree specific recommendations. City staff can help with specific requirements or preferences around trees, but consultant team is expected to propose the design/plan/project with the existing trees in mind. This could also be accomplished by including a local landscape architect with adequate tree knowledge.