

TOWN OF GLASTONBURY
RPGL-2010-13
REQUEST FOR QUALIFICATIONS FOR ECONOMIC DEVELOPMENT –
PLANNING SERVICES
TOWN CENTER SUSTAINABLE LAND USE AND DEVELOPMENT STUDY
ADDENDUM #1

Dated: 8-04-09

The following information for the above referenced project is a summary of the questions and answers as a result of the non-mandatory pre-proposal meeting held on Tuesday August 4, 2009 at 2 p.m. at the Town of Glastonbury, Town Hall Council Chambers:

Questions and Answers:

1. Explain how “robust” the GIS system is and how it integrates with other Town systems.

A: The GIS system is an internet based system; the GIS portion contains 15+ data layers available for all parcels in the Town. Real Estate and Assessment information is available by a link to the GIS system. Hit the “T” button to link to each parcel.

2. What about the current inventory of aerial photography?

A: Color is 1998, 1999 vintage, Black and White is 2004.

3. It was mentioned that the Town Council is working on creating a vision. Are you going to weight those that can build a consensus of the vision more heavily?

A: This will only be part of it, we don’t want to leave out parking or focus solely on housing; the options that have proved helpful in other communities will be important for the teams that can demonstrate the experience. We are not looking for an exact plan; “what we want it to look like” but not a definite plan.

4. There are different areas identified (housing, traffic, economic development) do any have a higher weighting?

A: Economic viability, sustainability and economic growth is very important. We don’t want to do something in one area that upsets something somewhere else. In addition we want to evaluate “Where are we going and are there businesses that we should be pursuing?” How does the Glastonbury business district relate to other regional business centers such as “Evergreen Walk”? We don’t want to miss something, we may find that the business mix that we have today is the business mix that will serve the Town fine. “What is our current economic base?” As we look forward and manage traffic we need to serve our residents and businesses. Glastonbury does not have a regional mall. Improved design elements for automobile traffic and parking are necessary.

5. Describe what you mean by “sustainable land use plan” in the RFQ?

A: The parts that have been discussed and the ability to keep those parts moving. The corporate district, types of businesses, can we get people to the center in an efficient manner or do we need to make changes?

6. Are there any major housing policies that the Town is trying to achieve as part of the plan?

A: The Town is looking to provide opportunities for additional housing as part of the plan. We do hear “should there be additional housing to bring folks to the downtown area?” The Town does currently have a mix of residential housing on the second floor of businesses for example a hair salon or lawyer’s office may be on the first floor. Part of the plan is for more affordable units which will go into the mix while supporting the business district. We are looking to determine if increasing the housing truly improves or helps the business activity; we want to look closely at this.

7. Will a local firm be given a higher priority?

A: We have a blank piece of paper. This is not one of our criteria. We have worked with firms from Glastonbury to California.

8. How about “other lessons learned” from firms across the country?

A: To the extent that they are similar and provide the same relationship that Glastonbury is looking for in terms of general characteristics in other communities. Glastonbury is a bedroom community with a fairly significant business district. It does not have a traditional Main Street. It incorporates strong, stable neighborhoods with a lot of history.

9. How firm is the 6 month timeframe in the RFQ?

A: No magic to this. We will talk to the selected firm and work out a mutually agreeable timeframe.

10. What does “Approach to the Fee Schedule” mean? Number of hours? Rates?

A: We are looking for qualifications at this time, however, it is helpful for the Town to have an idea of the fees or fee structure. Do you have a lump sum fee for services? If you have done similar projects, how was the fee structured? For example you might provide the following: We had a similar project and the fee range for this project was.....

11. Are there any State funds or CDBG funds for this project?

A: No, right now the project is expected to be funded by the Town.

12. Describe a “facilitated workshop”. (# of meetings, public meetings, etc.)

A: Although not defined, we would hope not 9 or 10, would guess more than 1 or 2, perhaps approximately 6 meetings.

13. Are there any contentious issues among the downtown businesses?

A: No, we are not aware of any, generally well supported.

14. Did the Fuss and O'Neill study contemplate the continued sale and development of the Gateway corporate property?

A: Yes, this area will be developed under the current zoning and likely to take up to 20 plus years.

15. How important is the town owned land to the West of the Town Center?

A: This is very important. We have started to link the Riverfront to the business district. There is a master plan for an overall concept of Riverfront Park Phase II. The plan will be posted to the Town's website in the Purchasing section along with this addendum. There are several separate land acquisitions. A former tank farm was taken down providing a new Community Center. Phase II will also incorporate a boat launch. We currently have very active athletic fields and a dog park. It is important to link the river to the park. The master plan will include: River overlooks, crew launch, boathouse and perhaps even a water taxi to Hartford from an existing barge dock.

16. Will the Goodwin College Master Plan integrate with the Town plan?

A: This has not come up to date and is not considered integral to the Glastonbury plan. The Goodwin property is located north of Rte. 3.

17. Infrastructure was mentioned (pedestrian traffic, parking, etc), what about storm water management?

A: The Town completed a major storm water improvement as part of the Riverfront Phase I project.

18. Will the sign-in sheet from the pre-proposal meeting be made available?

A: Yes. The list will be posted to the Town's website in the same location as the RFQ and this addendum in the Purchasing section of the Town's website. Please disregard the "mandatory" notation on the sign-in sheet. The pre-proposal meeting was not mandatory.

Please confirm receipt of this addendum via fax by 8-14-09 by 10:00 A.M to: Kathy Hughey @ (860) 652-7590 (fax)

Company Name: _____

Name of Person Responding: _____

Authorized Signature: _____

Title: _____

Date: _____