

Town of Orangetown

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RESPONSES TO QUESTIONS AS OF MAY 31, 2017 WATERFRONT PARK RFP

Below are responses to questions posed by potential bidders:

- 1. Preparation of metes and bounds survey of the park: Is the expectation to include an updated topographic survey as part of this effort? Or is it just to establish the property boundary of the new park?**
 - a. The Town requests the survey establish property boundaries of the proposed new park. It will be helpful to know the added cost of a topographical survey as part of a final deliverable, should your firm be chosen.
- 2. Deliverables: On page 3 of the RFP, Deliverables (three concepts+) is listed in the amongst the proposal submission materials. Please confirm that three concepts are not expected as part of our proposal package.**
 - a. Three park design concepts are required to be submitted as a final deliverable.
- 3. Page Limit: Does 25 pages mean 25 sheets of paper or 25 sides of paper?**
- 4. Can you clarify for us what would be counted or not included in the total limit of 25. For example, resumes, or cost proposal? Is it okay if we exceed 25 pages? Just want to be sure we are not disqualified for exceeding the 25 pages.**
 - a. The proposal pages shall be limited to 25. Information about your firm, project staff, and previous projects is excluded.
- 5. Would you be able to tell us what the Town has set aside as the budget to be for this project?**
 - a. No budget has yet been set.
- 6. The last sentence of the first paragraph of the RFP seems to indicate that schematic plans of the project are required as part of the RFP. This seems unusual as the project itself is the creation of those schematic plans. Could you clarify please?**
 - a. Schematic plans would be part of the final deliverable, should your firm be chosen.
- 7. Is a budget associated with the scope of work as presented in the RFP?**
 - a. No. See above.
- 8. Is the pre-proposal walk through mandatory?**
 - a. No.
- 9. What is the associated schedule for this effort?**
 - a. RFP responses are due June 8th. The Town Board will review the responses to the RFP; a decision on which firm to choose will be made in the summer.

- 10. Can a copy of the January 8, 2003 survey be made available?**
 - a. Yes

- 11. Will new boundary or subdivision need to be created for the park area?**
 - a. Boundary maps, not subdivision maps, will be required as part of the final deliverables.

- 12. Can a list of pre-bid attendees be made available?**
 - a. Yes.

- 13. Does the survey fee have to be defined in the proposal, and if so, on what area and locations are we to base that survey fee on?**
 - a. Yes, the survey fee shall be defined in the proposal and shall cover the full 216 acres of public land. Much of the 216 acres have already been surveyed; that information will be made available should your firm be chosen..