

Master List of Questions & Answers for the Town of Brunswick's Parking Structure RFP
6-13-2018

CORRECTION 1: Question #5 has an inaccurate parcel reference. It should read: On the Town's website, go to the Town's GIS <https://axisgis.com/brunswickme/> and search for U13-154 (Bank Street Municipal Lot) and U16-94 (not U16-1) (Station Avenue Municipal Lot) for parcel information.

CORRECTION 2: A parcel reference was not included in Question #5. It should read: On the Town's website, go to the Town's GIS <https://axisgis.com/brunswickme/> and search for U13-154 and U13-147C (Bank Street Municipal Lot) and U16-94 (Station Avenue Municipal Lot) for parcel information.

1. Have a number of spaces been determined for the garage or are you looking for the proposer to recommend a size of garage?
The Town is looking for the proposer to determine the number of spaces.
2. Will the Town share the 2 site locations prior to bid?
The two locations are referenced in the RFP on page 2, top of page, 4th bullet – the Town currently owns property off Bank Street, which is used as a parking lot and off Station Avenue which is also currently a municipal parking lot. See also Question #5 below.
3. Retainage is usually utilized for construction contracts and not in design. Please confirm the 10% retainage is part of this project.
Yes, the Town plans to have 10% retainage as a part of the project.
4. Can the Town of Brunswick provide access to previous planning studies that it has relied on to formulate this RFP?
There are no previous studies associated with this RFP.
5. So as to avoid assumptions or misinterpretation, can the Town of Brunswick clearly identify the sites and boundaries of the two (2) sites that are being considered?
Yes. On the Town's website, go to the Town's GIS <https://axisgis.com/brunswickme/> and search for U13-154 and U13-147C (Bank Street Municipal Lot) and U16-94 (Station Avenue Municipal Lot) for parcel information.
6. So as to minimize costs and fees and expedite analysis/completion of Phase I, are existing surface or subsurface surveys/studies of physical infrastructure available for either or both sites? If so, can those be provided of the applicants?
This information is not available for the two sites.
7. Does the Town of Brunswick have an existing public parking demand management survey or plan that they can share?
There is no public parking demand management plan.
8. Does the Town of Brunswick have existing traffic movement studies in the vicinity of the two sites that they can share?
The only traffic information available is through the Maine Department of Transportation's Annual Count Report for Brunswick – see link below. See also Question #12.
http://www.maine.gov/mdot/traffic/docs/ytc/2016/CountReport_Cumberland2016.pdf
9. Has a downtown parking study been done recently?
No. A formal study was conducted in 2001 and parking is referenced in the adopted Downtown Master

Plan of 2004 and the Comprehensive Plan adopted 2018. The Town has also done informal parking surveys in the past few years, but those results are not compiled in a study.

http://www.brunswickme.org/wp-content/uploads/2012/08/downtown_parking.pdf

http://www.brunswickme.org/wp-content/uploads/2012/04/adopted.downtown.master.plan_.pdf - see pages 38 and 44

10. If so, over what period of time was the study performed?
N/A.
11. What data is available on parking regulations and pricing for existing downtown surface lots and on-street spaces?
The only information on municipal parking regulations and pricing is in the Town ordinance. See https://library.municode.com/me/brunswick/codes/code_of_ordinances?nodeId=PTIIMUCOOR_CH15TRVE – See Section 1-2, Section 7-8, Section 71-78, and Section 85 and https://library.municode.com/me/brunswick/codes/code_of_ordinances?nodeId=PTIIMUCOOR_APBMASCR_ECHFEFI – go to Chapter 15.
12. What traffic count data is available for intersections in downtown that may be near potential sites?
The only traffic information available is through the Maine Department of Transportation’s Annual Count Report for Brunswick – see link below. See also Question #8.
http://www.maine.gov/mdot/traffic/docs/ytic/2016/CountReport_Cumberland2016.pdf
13. Per section 3. PROJECT/SCOPE OF WORK, item A. Site Evaluation: Assist in evaluating two (2) sites, can the Town of Brunswick elaborate on the level of design, if any, expected for each of the two (2) sites in order to select the one (1) preferred site? i.e., Will any massing design be needed for site selection? If so, will a) simple mass modeling of the best parking/commercial opportunities on each site be adequate to make the preferred site selection?; or, b) Will more detailed design character studies be needed?
A simple mass modeling of the best parking/commercial opportunities on each site would be adequate to make the preferred site selection.
14. Page 3, Section 3 discusses the need to include cost for survey work. Is there any existing survey information available? An existing survey would reduce the scope / cost of the proposal.
There is no survey data available.
15. Page 3, Section 3 discusses the need to include cost for soil and geotechnical testing. Is there any existing soil / geotechnical information available? There are a variety of testing approaches with varying scope / cost. Further, for soil / environmental testing, if some conditions are discovered, it may require remediation whether or not the project moves forward. In these cases, it is often better to not do this testing until it is determined that the project will proceed into final design and construction.
No existing soil / geotechnical information is available for the two sites Testing will be required to determine suitability of existing soils to support the structure and for the possible presence of contaminants that may require remediation.
16. Page 3, Section discusses economic development impacts of the parking structure. From a scope perspective, this can range from relatively simple review of surrounding areas based on zoning to approximate the growth potential, to a true market analysis that could be in the order of magnitude of \$30K to \$40K based on a similar requirement on a recent project. Please confirm the intent of this scope item.

The Town intends the scope of this project to be limited to a simple review of the surrounding areas based on zoning to approximate the growth potential.

17. Page 3, Section 6 provides a defend / indemnification clause. This is a broad form indemnification clause that will be uninsurable from a professional services firm. We ask if it is possible for this language to be revised to language that is insurable from a professional service firm such as "The successful firm shall agree to indemnify and hold the Town harmless from losses, damages, and costs which arise from the performance of service of this agreement, to the extent it is caused by negligent performance of professional services by the design professional and their subconsultants."

The Town is willing to substitute the language articulated above for purposes of this RFP.