

Uptown Design RFP - Q&A

Q. What is the budget for the study and are is the transportation budget separate?

A. There is funding available and allocated for this project beyond what we anticipate to be the maximum proposed cost. We have an idea of the potential cost for this, but we are not providing a specific amount to potential proposers. As it states in the RFP, selection will be based on qualifications and experience, with cost being a consideration, but not the determining factor. The transportation budget is not separate.

Q. Do you have a target timeline for when you would like the study to be completed?

A. This project is significant in scope and importance. We understand that this project will have a proportionally significant time commitment. Similar to budget, we have an idea of the potential timeline for completion, but we are not providing a specific timeframe to potential proposers. We are not looking for a specific timeline, but more evaluating the thoughtfulness and feasibility of the proposed timelines.

Q. Will there be a need for the consultant team to include engineering expertise related to stormwater management, sanitary sewer system connections, and water system connections?

A. No. During the planning process, the city engineer will be consulted as necessary.

Q. Since the RFP requests design guidelines for buildings, is there an expectation to have an architect on the consultant team?

A. A significant element to the Project Principles is creating a sense of place. Design guidelines/architectural standards will be CONSIDERED as a part of this project. Typically this is done by an architect. However, there is not an expectation that one be a part of the team. Ultimately, we will leave it to the proposer on how you think you can best design your team to deliver the full scope of service.

Q Do you have any projects in your CIP that could have any relation to this project?

A. There are no major CIP items related to this project.

Q. Since Stebner Park is located in the study area and the RFP refers to phase 1 development involving this city-owned land, will there be a need for park facilities analysis as part of this project (e.g. number and location of various types of playing fields)?

A. Evaluation the relocation of existing park facilities is not a part of this scope. We do expect there will be public amenities constructed as a part of the Stebner Park redevelopment, which will be evaluated. However, number and location of playing fields to replace existing park facilities is not included in this project.

Q. What is the schedule/completion date for the residential market study being conducted by Volk/Zimmerman?

A. There is not a completion date for this. However, the study will be complete by the project kickoff for the master plan project.

Q. What is the potential timing for a developer to be selected for the public-private partnership that is identified in the RFP?

A. The selection of the P3 for the redevelopment of Stebner Park will be largely driven by the schedule of this master plan, but also – to some extent – economic conditions. In an ideal world, we would have a development partner selected by early 2026, but this is not hard and fast.

Q. Is there a list of the firms that have submitted questions and/or to whom the RFP was sent that could be made available to us?

A. Because the RFP is posted to the website, and we have no mechanism to track firms that download it, we cannot provide a list of firms that have received a copy of the RFP. Firms that submitted questions are: Michael Watkins Architects, TKDA, HKGI, WSB, and Opticos Design, Damon Farber.

Q. Page 14 of the RFP states “The county RFP is included and a part of the Urban Design RFP.” Can you provide some clarity to this sentence? If there is another past or present RFP that is relevant to our response to this one, can that document be provided?

A. Exhibit 1 of the RFP outlines the transportation study that will be a part of this project. The “county RFP” for the transportation study is effectively Exhibit 1 and included as a part of the overall project. Please include as a part of your team, individuals who can complete the scope of service outlined in Exhibit 1.

Q. The Scope of Services section in the RFP specifies the provision of GIS mapping and ESRI format. Is it the city’s expectation that this will be provided entirely by the consultant team or is it expected that City staff will aid in this effort?

A. The City wants all data generated as a part of this project (examples could be: future land use maps, zoning districts, transportation grids, etc.) provided to them in GIS format at project completion as a part of the deliverables.

Q. Are there any environmental, engineering, or stormwater concerns for this site, or portions thereof?

A. No environmental or engineering concerns exist today, but we have not completed any environmental or geotechnical surveys for the entire study area. The study area is nearly 650 acres in total. The City of Hermantown controls some acreage within the study area (which will be a focus of the work), and we have current wetland delineations for those. There are significant topographic features throughout the study area which we recognize may require creative stormwater solutions. However, we believe this urban master plan can help us conceptually integrate those topographic features into thoughtful development.

Q. Is the City seeking to build a specific building to act as a “Community Center”?

A. Hermantown currently has the Essentia Wellness Center, which acts as our community center building. The statement in the RFP is referring more to Hermantown’s desire to have a center to our community; a mixed-use housing & commercial center.

Q. The RFP requests digital copies of the proposal by 4:30pm on Tuesday, Feb 4th. It also requests six (6) hard bound copies of the proposal. Can the hard copies be delivered after the 4:30PM Feb. 4th deadline? Or are these due by then also?

A. Hard copies are due by February 4th by 4:30pm

Q. Are the fees required to complete St. Louis County’s Transportation Study part of this RFP proposal response? Or should we separate those fees from this proposal response?

A. Fees to complete the transportation study are part of the RFP. All proposed costs for each scope of work for items 1-7 in the Scope of Work section should be itemized. This includes the St. Louis County Transportation Study.

Q. Is it possible for you to provide a list of data that the city and county will provide to address the items in the transportation study RFP?

A. St. Louis County can provide traffic volumes (AADTs), crash data, signal timing data and right-of-way information

Q. Is the consultant responsible for collecting the turning movement counts? If so, can you clarify the required number of days and times for data collection?

A. The consultant will need to complete the necessary turning movement counts. These counts should be completed for a 12-hour period (typically 7:00 am to 7:00 pm) on a weekday (typically a Tuesday, Wednesday or Thursday) and not influenced by a holiday or other special event for each intersection.