



TOWN OF ORONO

REQUEST FOR PROPOSALS PROFESSIONAL SERVICES FOR

ROUTE TWO, MAIN ST, DOWNTOWN, PARK ST TRANSPORTATION STUDY

RFI RESPONSES - 9/30/2022

The Town of Orono, in cooperation with The Maine Department of Transportation (MaineDOT) is soliciting proposals for professional services for the Route 2, Main St, Downtown, Park St Transportation Improvements Feasibility Study, MaineDOT WIN **026802.00**. Proposers must provide: a.) a technical proposal; and b.) a price proposal in a separate, sealed package. *Price shall not be part of the technical proposal; otherwise, that proposal shall be rejected.*

1. REQUESTS FOR CLARIFICATION/RFP AMENDMENTS.

All requests for clarification and additional information must be submitted by email to the RFP Coordinator by 4:00 pm on Thursday, September 29, 2022.

Questions and responses are as follows:

- **Will any topographic survey, ROW determination (outside of readily available GIS mapping), historical or environmental assessments be required? Please clarify the Town's role and ability in being able to provide any necessary background information to aid in the development of this Study.**

A: The intent of this project is that it will be a planning and feasibility level study, as such, the consultant would only be required to gather data to support the feasibility of proposed solutions and planning level construction estimates intended for project budgeting. It is not the intent of the Town to have design level plans or estimates as part of the final report. The Town will provide any and all information it has associated with this project to the successful firm. In general, that information is included in the studies and information referenced in the RFQ.

- **Is the intent for the Project Kick-Off Meeting to be in person or virtual?**

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The Town of Orono is an equal opportunity employer and service provider that celebrates diversity and is committed to creating an inclusive environment for our employees and those we serve.

A: The Town would prefer that this be an in-person meeting. Obviously, if there are extenuating circumstances and this is not possible due to CDC, Town, or the consultants policies associated with gatherings, this can be flexible. Also, the Town can provide a meeting room to host the meeting and allow for some level of remote access for those that are not able to attend.

- **The need for Public Engagement has been identified; with a minimum of two public meetings assumed. We understand from the language in the RFQ that the level of public engagement is largely up to the consultant to determine. Please confirm.**

A: Yes, that would be the intent.

- **Will additional meetings be required with the “study team” outside of the Project Kick-Off meeting? If so, how many should be budgeted and would these be in person or virtual?**

A: The consultant should plan for regular project updates associated with key project milestones and at points where input from the Town is needed. Outside of the study team, which will include Town and MDOT staff, there will not be an advisory committee. The primary contact for this project will be Rob Yerxa, Director of Public Works. Public input is intended to be sought during the two required public meetings. Meetings with the study team and the primary contact can be virtual, depending on the needs of the consultant.

- **Will meetings be required with individual stakeholders outside of the public engagement process / “study team” meeting(s)?**

A: Only if deemed necessary by the consultant.

- **Please confirm that six (6) hard copies of the Technical Proposal and one (1) hard copy of the Price Proposal will be required. Our preference would be for one (1) electronic submission of the Technical Proposal and one (1) hard copy of the Price Proposal only.**

A: **Six (6)** hard copies of the technical proposal are required. **One (1)** single sealed copy of the price proposal must be included with the submission as well as **One (1)** single digital copy, as stated in the RFQ.

- **We respectfully request the due date be modified to Tuesday, October 18th, 2022 at 10:00 AM.**

A: This contract is scheduled to be awarded at the October 17th, 2022 Town Council meeting. Moving the due date would delay the project four weeks. The due date will remain the same.

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