



#3073 SOUTH LYNNWOOD SUB-AREA PLAN SERVICES ADDENDUM #1

Addendum #1 dated March 12, 2019 is issued to:

A) MODIFY CONTRACT DOCUMENTS AS FOLLOWS

1. Section 2.3 – Evaluation Criteria and Proposal Scoring is revised as follows:

Proposed Timeline	Description of the proposed timeline for completing the South Lynnwood Sub-Area Plan and associated deliverables, assuming an April 1, 2019 authorization to proceed. The desire is to accomplish this work in 2019 Q3/Q4 of 2020.	15
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2. Section 3 – Scope of Work is revised as follows:

RESOURCES:

1. Scriber Creek Flood Plain: <http://www.lynnwoodwa.gov/City-Services/Engineering-Services/Public-Projects-and-Programs/Storm-Water-Projects/Scriber-Creek-Flood-Reduction-Study.htm>
2. Lynnwood Multimodal Accessibility Plan: <http://www.lynnwoodwa.gov/AssetFactory.aspx?did=6679>
3. South Lynnwood Park Renovation – <http://www.lynnwoodwa.gov/City-Services/Engineering-Services/Public-Projects-and-Programs/Parks-and-Trails/South-Lynnwood-Park-Renovation.htm>
4. Scriber Creek Trail Redevelopment: <http://www.lynnwoodwa.gov/City-Services/Engineering-Services/Public-Projects-and-Programs/PedestrianBicycle/Scriber-Creek-Trail-Improvements-Phase-I.htm>
5. PARC Plan: <http://www.lynnwoodwa.gov/Government/City-Departments/Parks-and-Recreation/PARCPan.htm>
6. Lynnwood Comprehensive Plan: <http://www.lynnwoodwa.gov/Government/City-Departments/Community-Development/Planning---Zoning/Comprehensive-Plan.htm>
7. Lynnwood Zoning Code: <https://www.codepublishing.com/WA/Lynnwood/#!/Lynnwood21/Lynnwood21.html>
8. Scriber Lake Park Master Plan: <http://www.lynnwoodwa.gov/AssetFactory.aspx?did=1940>
9. Gateway Signage Program: <https://www.lynnwoodwa.gov/AssetFactory.aspx?vid=13959&dam=1>
10. South Lynnwood Cultural Research Report: <http://www.lynnwoodwa.gov/Assets/Departments/Parks/Documents/South+Lynnwood+Park+Cultural+Research+Report.pdf>



11. Opportunity Zone Information: <http://www.lynnwoodwa.gov/Government/City-Departments/Office-of-Economic-Development/Lynnwood-Means-Business.htm>

3. Section 3.4 – Insurance Requirements is revised as follows:

~~d. Work Site Safety~~

~~The Contractor shall have the “right to control” and bear the sole responsibility for the job site conditions, and job site safety. The Contractor shall comply with all applicable federal, state and local safety regulations governing the job site, employees and Subcontractors. The Contractor shall be responsible for the Subcontractor’s compliance with these provisions.~~

B) ANSWER QUESTIONS RECEIVED REGARDING THIS SOLICITATION

The following questions and answers were received for the March 12, 2019 Pre-Proposal Conference.

Questions/Answers

1. *What satisfies the requirement to show proof of a joint venture agreement? Does this requirement apply to any team combining two or more firms?*

Traditionally, most teams will be composed of a Prime and a Subcontractor(s), with the Prime managing the Subcontractor(s). However, if you choose to submit as a Joint Venture, as per, Section 1.1 “Joint ventures shall submit one proposal for the team, with accompanying proof of the joint venture agreement.”

2. *Is experience with transit-oriented development a highly-valued qualification?*

Not necessarily. While experience with Transit Oriented Development (TOD) is great, it is not a deciding factor in this RFP.

3. *We understand this project will emphasize nontraditional engagement methods. Are there any traditional public meetings required for adoption of the plan?*

Yes, in addition to presentations at Planning Commission and City Council, we expect at least a front and back-end traditional public outreach meeting. There may be more, but non-traditional methods are going to be employed.

4. *To what extent is the City able to contribute data for the existing conditions survey task?*

The City will be able to help with data collection, including but not limited to GIS data.



5. *Can you speak to the Opportunity Zone designation?*

The City of Lynnwood has received an Opportunity Zone (OZ) designation for the south Lynnwood / City Center area (Census Tract 530610551400). The OZ program, created by the 2017 Tax Cuts and Jobs Act, is intended to spur long term private investment in low-income communities by providing a tax incentive for investors to re-invest their unrealized capital gains into Opportunity Funds that are dedicated to investing into OZs. More information on the Opportunity Zone program can be found on the City's website. See amended "Resources" section above.

6. *Has a Steering Committee been established?*

We have not definitively decided on using a Steering Committee. We think focus groups may be better to get information from this community.

7. *What is the Project end date?*

We hope to have this project finished by Q3/Q4 of 2020.

8. *How will the price be evaluated?*

The City would like to know the level of effort the consultant team will attribute to each task so that price can be evaluated at the task level.

9. *There is no page limit referenced for the Executive Summary.*

Proposals, including Executive Summary, shall not be more than 25 pages with 12-point font minimum.

10. *Can you elaborate on the Communication Process from Phase I?*

For the Scriber Creek Trail Redevelopment project, we sent postcards to 1,000 households to advertise an online survey (approximately 70 respondents) and solicited for participation in focus groups (approximately 30 participants) followed by an open house (50 participants).

For the South Lynnwood Park Redevelopment project, staff conducted outreach on multiple occasions at Cedar Valley Elementary school including design charrettes with fifth-graders, multiple engagements during park events, and deployment of Spanish-speaking interns to promote programs in the neighborhood.

11. *How do you anticipate reaching out to the Non-English speaking population?*

Translation services, forms/documents in native language, focus groups with interpreters, intercept surveys at parks, coordination with multifamily apartment managers, etc.



12. *Have there been any discussions about the upcoming Transit Center?*

Yes. There have been several City-led discussions as well as a presentation by Sound Transit. Development details may be found on the City's website.

<http://lynnwoodwa.maps.arcgis.com/apps/Shortlist/index.html?appid=d5566497807b4a159822a918966a1667>

13. *Is there any City-Owned property around the Transit Center?*

Yes, several parcels along the Scriber Lake/Creek corridor are owned by the City for open space, conservation, surface water/storm facilities, and parks.

14. *To what extent do you wish to see the Environmental Survey?*

We want the team to take a global view of the neighborhood's natural resources and evaluate ways to provide environmental justice to conserve and enhance these resources for the benefit of the neighborhood within the context of urbanization and population growth. For example, what infrastructure projects might be prioritized to increase access to these natural resources?

All other terms and conditions remain unchanged.

Ginny Meads, PMP

Buyer, Procurement

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