

**REQUEST FOR PROPOSAL | HDMD / RFP-230202**  
**Urban Planning and Design Consultant for**  
**More Space: Main Street 2.0 for**  
**The Houston Downtown Management District**

**Addendum 02**

RFP ISSUE DATE: Friday, December 16, 2022

ADDENDUM 02 ISSUE DATE: Thursday, January 19, 2023

PROPOSAL DUE: **11:00 A.M., Thursday, February 2, 2023**

Responses to additional questions received by the Downtown District per the RFP guidelines are attached and incorporated as Addendum 02.

## **Additional Questions Received By 5:00 P.M. January 17, 2023**

**Q: Do you know when the self-certification will be available on the website?**

A: See Addendum 01.

**Q: I'm curious if Downtown will consider [Proposer's] SBE Certification to qualify for MWBE goals for this procurement and/or others in the future?**

A: See Addendum 01 for M/WDBE clarification and Downtown District's self-certification process.

**Q: Is \$750k the extent of improvements that are foreseen or is this anticipated as a phase 1 with subsequent expenditure being outlined through this planning effort?**

A: Reference to project phasing in the RFP or "Meeting Minutes" (see Addendum 01) pertains only to planning and design, not to implementation or construction. Based on the process and results of the March-October planning, design, and engagement phase, sufficient documents may be completed for public realm and/or private café implementation. Phase 2 design or engineering services may be necessary and requested by the Downtown District based on the Phase 1 deliverables. \$750,000 is an approved budget by the Downtown District Board for the project's public realm improvements, exclusive of fees for professional services or retail catalytic grants.

**Q: As part of this effort, is it anticipated that a detailed TOPO survey is required? For subsurface conditions would GPR be needed or is there sufficient documentation?**

A: Detailed surveys, inclusive of GPR, are not required in the March-October timeframe. Sufficient documentation from recent Main Street projects will be provided to the authorized Consultant.

**Q: Is there a budget associated with this planning effort that has been established and can you share it?**

A: Urban planning and design fees – including reimbursables for travel and deliverables – should be commensurate with the approved budget for capital improvements.

**Q: Is it the preference of the committee for the lead consultant to be a local Houston based lead?**

A: Based on the Downtown stakeholder engagement outlined for this project and the level of local- or specific-recommendations anticipated, a Houston-based lead may be beneficial, but a consultant's primary address is not an itemized evaluation criteria.

**END OF QUESTIONS RECEIVED**