



**PURCHASING DIVISION
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**NOTICE TO PROPOSERS
ADDENDUM #002**

TO THE RFP FOR: RFP019-10 Plan of Conservation and Development Update

FOR: City of Meriden

RFP DUE DATE: **November 15, 2018 at 4:00 PM**

Please acknowledge receipt of all addenda on the Proposal Pages.

The purpose of this addendum is to answer the RFIs below.

1. Is the planning oversight committee already formed? If not, will you need consultant assistance in assembling and equipping the group?

A. Oversight committee has not been formally formed. Planning Commission will determine members.

2. Is the preparation of zoning to be accomplished as part of this work, or are you looking for something more exploratory on what types of zoning strategies might be most appropriate?

A. High level review of zoning and recommended changes or strategies only.

3. What level of detail would you like to see in our proposal related to our approach and scope of work?

A. Timeline, number and type of public participation events, number of meetings with committee.

4. Are there any page limitations?

A. No.

5. Do you have any expectations on project schedule or process milestones you'd like us to consider?

A. The committee is looking for a realistic timeline with milestones regarding draft documents - anticipate 9-12 months. The current POCD expires in March, but the city will seek a waiver with OPM while we complete the process.

Wilma C. Petro, CPPB, C.P.M.
Purchasing Officer

Dated: November 13, 2018