

1. The delivery address indicates a PO Box. Is this an internal PO Box to which FedEx deliveries can be made? If not, can you please provide a physical address for FedEx delivery?
 - 116 West Needles, Bixby, OK 74008– City Hall address for package delivery 10.27.16
2. On RFQ Pg. 5, under section 5 (Transportation), what is your goal for this section? Are you envisioning the development of a Thoroughfare Plan?
 - In regards to the RFQ-each consultant should provide relevant TRANSPORTATION experience/information with the following considerations. Additional information will be provided upon awarding of the Comp Plan Contract. 10.31.16
 - The Plan should include the various bridge renditions/alignments that have been generated – and the impact on Bixby. 10.27.16
 - Incorporation of the Memorial Corridor recommendations, INCOG Transportation plans, and ODOT projections. 10.27.16
 - The Plan should reference the ultimate build-out conditions for all arterial streets – i.e. geometry for Primary and Secondary arterials. 10.27.16
3. On RFQ Pg. 5, under section 6 (Stormwater Plan), could you explain what you mean by “draft the current and conceptual plans.”
 - Over the years, the City Engineer and other City Staff have drawn various plans relevant to Stormwater. Since much of Bixby is in the Floodplain, flooding and stormwater resolutions are critical to successful future development. For the purpose of the RFQ, please provide any relevant successful projects or lessons learned. Additional information will be provided upon awarding of the Comp Plan Contract. 10.31.16
 - Provide exhibits and explanations for all stormwater projects that have been developed either by Staff or outside consultants. 10.27.16
 - The request includes any documented proposals/designs (drawings, diagrams, exhibits, etc.) on file as well as any conceptual project ideas

(including informal sketches/descriptions) that will require additional explanation by Staff for detailing by the consultant. 10.27.16

4. On RFQ Pg. 6, under Section 7 (Infrastructure Element), you mention “draft current and conceptual plans.” Could you please explain in further detail what you want to address? Could you clarify what conceptual plans?
 - Over the years, the City Engineer and other City Staff have drawn various plans relevant to infrastructure, some of this has been addressed in coordination with Meshek Engineering, but much remains to be completed. Additional information will be provided upon awarding of the Comp Plan Contract. 10.31.16
 - The request includes any documented proposals/designs (drawings, diagrams, exhibits, etc.) on file as well as any conceptual project ideas (including informal sketches/descriptions) that will require additional explanation by Staff for detailing by the consultant. 10.27.16
5. On RFQ Pg. 7, under section 15 (Resiliency) – The City has an extensive Hazards Mitigation Plan. Are you looking for a comprehensive risk assessment of your current infrastructure or just general practice recommendations?
 - City Staff has discussed implementing resiliency standard for New Development; please include any pertinent experience or lessons learned. 10.31.16
 - No risk assessment, just incorporation of pertinent portions into recommendations as they relate to development. 10.27.16
6. On RFQ Pg. 7, under Section 15 HMP (Hazard Mitigation Plan), could you please explain in further details your goal is for this section?
 - See answer to 5 above as well as any other recommendations not included in the HMP which would constitute best practices and industry standards. 10.27.16
7. On RFQ Pg. 8, under Public Participation, you mentioned “agencies” to be included in the plan development. What agencies do you have in mind?
 - ODOT-Oklahoma Department of Transportation 10.27.16

- [Tulsa County](#) 10.31.16
 - [Area Utility Companies](#) 10.31.16
 - [INCOG- Indian Nation Council of Governments](#) 10.31.16
 - [Corps of Engineers \(River\)](#) 10.27.16
 - [Fish & Wildlife \(BIXHOMA LAKE\)](#) 10.31.16
8. The RFQ states the consultant will work with a Steering Committee, Review Committee, and also attend meetings with staff and Council. How many meetings do you have in mind?
- [To be determined with Proposal preparation based on feedback on project scope and project approach.](#) 10.27.16
9. How up to date is your GIS data? [Meshek Engineering Updates our GIS data every \(3\) three months. FEATURES INCLUDE: utilities, zoning, aerials and other.](#) 10.31.16
10. All additional questions will be answered posted online as an addendum on or before Tuesday, November 1, 2016, at 5:00 PM.



CITY OF BIXBY ~ DEVELOPMENT SERVICES ~ MEETING SIGN IN SHEET

P.O. Box 70 ~ 116 W. Needles Ave. ~ Bixby, OK 74008 ~ (918) 366-4430

PRE-PROPOSAL MEETING ~ RFQ, OCTOBER 27, 2016

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