

LCI/Comp Plan Pre-Bid Meeting
8/11/2022 at 11am

Attendees:

Staff:

- Tracy Rye
- Louisa Tovar
- Lily Park

Contractors/Applicants:

- Julie Trowbridge- Jacobs
- Jim Summerbell- Jacobs
- Charlotte Weber- Lumenor Consulting Group
- Clay Smith- Keck and Wood
- Nick Miller- Sizemore Group
- Derek Hart- Sizemore Group
- Elizabeth Yarnall- Alta Planning and Design
- Gina Putthoff- Pond
- Jonathan Corona- Pond
- John Tuley- Kimley Horn
- Julia Billings- Modern Mobility Partners
- Rebekah Calvert- TSW

Questions:

1. John Tuley (Kimley Horn):

Q. The RFP specifies key focus areas, but title reflects a broad project scope. Is the intent of the LCI Plan to be an overall update, or a supplemental study focusing on key areas?

A. This is an update to a particular LCI Study, focusing on the key areas identified in the RFP. Specifically, we are focusing on Electric Vehicle (EV) infrastructure and pedestrian safety components, and a market study and possible code updates.

2. Nick Miller (Sizemore Group):

Q. Is the intent of the Comp Plan Update to be a refresh of the existing plan?

A. Yes, this will be a refresh to the existing plan.

3. Rebekah Calvert (TSW):

Q. Will there be an opportunity for public engagement overlap for the two projects?

A. Yes, we intend to overlap public engagement for the two projects.

4. Elizabeth Yarnall (Alta):

Q. Provide more background on Norcross' railroad crossings as specified in the LCI Plan requirements.

A. There are five (5) Railroad crossings, four (4) of which are in downtown proper. These crossings act as a physical divide and hinder walkability between residential areas and historic downtown. We are seeking short term/quick fixes as well as long-term planning solutions to improve pedestrian safety and walkability within Norcross.

5. Jim Summerbell (Jacobs):

Q. Please elaborate on specification to involve art or artists in the public engagement process.

A. The ARC suggested involving art as an engagement tactic. Opportunities include working with the Norcross Public Arts Commission (NPAC) and engaging with youth in the planning process.

6. Julie Trowbridge (Jacobs):

Q. Please clarify the Experience/References requirement. Do you require three (3) work samples in total, or three (3) for each project for a total of six (6) work samples?

A. Applicants must provide three (3) work samples in total. However, applicant can provide additional work samples within the page limit.

7. Jim Summerbell (Jacobs):

Q. How many updates do you anticipate giving to Mayor and Council?

A. Four (4) total updates to Mayor and Council including a kickoff update, a progress update, and a final update for each project.

8. Jim Summerbell (Jacobs):

Q. How involved will the Planning Commission be in the process?

A. Tentatively, two (2) meetings throughout the process or as applicant deems appropriate.

9. Jim Summerbell (Jacobs):

Q. What other boards will be involved in the process?

A. Downtown Development Authority (DDA), Norcross Development Authority (NDA), and Sustainable Norcross Commission (SNC).

10. Jim Summerbell (Jacobs):

Q. Do you anticipate utilizing the entire timeframe detailed in the RFP?

A. The timeframe in the RFP is based on dates determined by the ARC. Applicants can utilize the full timeframe or less, if appropriate.

11. Jim Summerbell (Jacobs):

Q. When are City's next elections?

A. 2023

12. Elizabeth Yarnall (Alta):

Q. Can you share example contract language?

A. The City is awaiting contract language from the ARC. The City will share this upon receipt from the ARC.

Additional Comments:

- FY23 Budget year- commitment to electric and hybrid vehicles and infrastructure.
 - Funding secured for upgrades to existing EV chargers at Pinnacle and City Hall.
 - Investment in more EV vehicles and infrastructure.
- The City of Norcross is commencing a heightened focus on sustainability beginning in FY23.
- Within their submission, the applicant can provide an estimated number of meetings with Mayor & Council and related boards that is appropriate for each project.
- The City has recently updated the Community Work Plan which is ready to be included in the Comp Plan update.
- Submissions do not need to include an extensive list of projects, i.e., every possible thing that could be done. Please limit project list to those which are realistic to implement.
- Supporting documents for additional reference: Buford Highway Master Plan (2021), 2040 Comprehensive Plan, and Unified Development Ordinance (2019).