

**Request for Proposals (RFP)**  
**ADDENDUM**  
**City of Albany, CA**



**Solano Avenue Complete Streets**

Issue Date: October 20, 2017

Deadline for Submissions: December 1, 2017

## **ADDITIONAL TASKS**

### **SOLANO AVE. COMPLETE STREETS**

As part of the scope the following additional tasks are identified in the scope of work and require consultant participation.

#### **Community-Based Design Development**

Design strategies and improvements for Solano Avenue will be developed through an intensive series of public collaborative and vetting activities to ensure the final plan reflects community values, needs and aspirations. These include interactive workshops, walk audits, stakeholder focus groups, and open studios over a concentrated period, during which community members, City staff, the project team and consultants will share and test ideas and alternatives, and arrive at a common vision and solutions for Solano.

Events and activities are planned to occur over the course of a week as described below.

#### **Focus Group Interviews**

- Approximately 5 listening sessions with key stakeholders will be held to gather candid input from various user groups in an informal, small group setting. Meetings will be organized to hear the needs and perspectives of people who regularly use Solano Avenue, including people with disabilities, seniors, elementary school students, and property and business owners, operators and employees on Solano Avenue. Representatives from transit and emergency response will also be interviewed to ensure proposed designs address their operational needs. LGC will organize the meetings in consultation with the City and consultant team.

#### **Walkability Audits**

- One-hour walkability audits in groups of 10 to 20 people led by LGC and members of the consultant team will be conducted in which participants observe conditions, discuss what is working and what is not working well, and discuss potential improvements in the field.

#### **Community Workshops and Design Studio**

- An opening community workshop will be held in the evening to ensure as broad a range of participation as possible. The event will provide participants with an overview of the project goals and objectives and will include a visioning presentation, exercises and activities to gather community input. Stakeholders and residents will work together to draw their ideas on large aerial photos of Solano Avenue. LGC will organize and

- facilitate the workshop in consultation with the City and consultant team. The consultant will provide aerial photos and maps for community input.
- The consultant team will work on-site developing recommendations for improvements and drawing design solutions, with open studio hours to review the work in progress and provide input.
  - A closing workshop will be held in which LGC and members of the consultant team present the community and stakeholder input to date, and draft recommendations to the community for feedback and guidance.

### **Temporary Installation**

- LGC, the City and members of the consultant team will organize and set up a temporary installation, such as back-in angled parking and parklets, enabling residents and stakeholders to test and experience potential improvements. The consultant will prepare a temporary striping plan to guide set up of the demonstration.