

RFQ Questions & Responses

Issued: June 23, 2017

City of Indianapolis | Joseph H. Hogsett, Mayor

Department of Metropolitan Development | Emily C. Mack, Director



The City of Indianapolis – Dept. of Metropolitan Development Seeks a Request for Qualifications for Professional Services Regarding West Side Strategic Revitalization Plan and Airport TIF Implementation Plan

The following questions were received regarding this RFQ, which closes on July 21st, 2017 at 12:00p.m. local time. Please utilize this information with that in the RFQ to prepare your statements of qualifications

Q: What is the relationship of the tasks that will be undertaken as part of the “Land Development Consultation” RFI, issued by the Indianapolis Airport Authority regarding the development and disposition of airport properties, to the work that will be developed under the West Side Strategic Revitalization Plan and Airport TIF Implementation Plan? We understand that this has been awarded by the Airport Authority at its June board meeting.

A: *The Airport’s “Land Development Consultation” RFI is independent but complementary of this City planning process. The selected consultant should coordinate to the extent possible with the plans of the Airport and other area stakeholders.*

Q: What is the consultant budget or target fee for the West Side Strategic Revitalization Plan and Airport TIF Implementation Plan? Is this currently funded?

What is the estimated budget for the project?

Has an overall project budget (order of magnitude range or actual #) been set? What percentage of the budget is set aside for public engagement?

A: *The budget will be negotiated with the selected preferred vendor. A secure funding source is confirmed and available. There is no set percentage of budget allocated to any specific task as respondents may propose differing planning processes.*

Q: Please provide a link to or PDF of the ULI Technical Assistance Panel report that was done for the study area in May.

A: *The ULI Technical Assistance Panel Report is still under development by ULI and is not available yet for distribution.*

Q: We notice that the Existing TIF boundary does not match the Study area, specifically in the area to the South of I-70 and North of Kentucky Ave. Is there a reason why this Revitalization Plan should not also include this Southern zone within the work more directly?

A: *This process is focusing on revitalization and redevelopment, and as the southern portion of the TIF, Ameriplex, is a new industrial development, the City wishes to focus on areas north of Interstate 70. The exception is the extension of Ameriplex Parkway south and east of its existing terminus at Kentucky Avenue as described in the RFQ. While this extension is not within the study area, its budgetary needs will be included in the study.*

Q: While the study area is set, to what extent does adjacent land use, zoning and demographics need to be studied (outside of the study area)? Is coordination needed with Hendricks County (western boundary) from an existing conditions analysis perspective?

A: *While an understanding of broader trends facing the west side, city, and region are certainly helpful to frame conversations and decisions in the study area, the focus of this process is limited to the defined study area.*

Q: Would you please identify the members of the stakeholder committee?

A: *While specific individuals have not all been identified, the stakeholder committee will include representatives from the City of Indianapolis, Indy Gateway, City-County Council, Indianapolis Airport Authority, Indy Chamber, and neighborhood organizations.*

Q: We appreciate the City's commitment to Community Engagement. Broadly how does the City envision success in terms of community outreach and education?

A: *Successful community engagement will be demonstrated by the level of public comment received during the planning process and the endorsement of the plan's recommendations by the stakeholder groups on the West Side. A successful process will mesh community input with realistic expectations to deliver a strategic implementation plan that is easily followed and understood by the community. There are no specific objective measures.*

Q: Is the 2009 UNWA Plan (provided within the RFQ) a model that the City likes for engagement, or just broadly as a planning process? Does the City have an example Community Engagement Process for the UNWA Plan or another plan of a similar scale that they could share?

A: *The 2009 UNWA Plan is a model process and planning product. The process of a stakeholder group, focus groups, expert interviews, and public meetings is modelled on a recent large redevelopment plan the City undertook. While written for novice planners, it may be helpful to review DMD's draft Certified Planning Handbook to understand DMD's engagement values. This document is available at:*

<http://indy.gov/eGov/City/DMD/Planning/Documents/PilotDraftCertificationHandout.pdf>

Q: When the TIF sunsets in 2025, does the City envision modifying the boundaries and forming a new TIF? If so, should that potential modification be included in this plans scope?

A: *This has not been determined.*

Q: What is the current Airport TIF Increment?

A: *Annual TIF increment varies based on tax collection rates, appeals, pass-through decisions, development projects and debt service. In 2016, the TIF collected about \$15M in total increment. In 2017, the current estimated increment is projected at \$10.8M. In terms of debt service, the TIF will have annual payments of about \$1.5M (split between two debt issuances). These will continue at approximately \$1.5M until one rolls off in 2021 and the other in 2023.*

Q: What is the balance of the Airport TIF?

A: *Following the fall tax collections, it is estimated that in 2017, the Airport TIF will accumulate an unencumbered balance of about \$10M. This figure excludes debt payments, required reserves and planned projects.*

Q: How many meetings and at what intervals during the project timeline does the City expect stakeholder committee meetings, focus groups, and expert interviews to occur? Will the consultant team be responsible for facilitation and organizational tasks (coordinating invites, securing space etc.), or just facilitation of meetings? Will the City provide Spanish language translation services as needed for public engagements, or will the consultant team provide?

A: *A general meeting schedule is to be submitted with vendor responses per Section 4.3. Specific dates of the indicated meetings, their format, and timeline will be determined in discussions with the vendor once a vendor is selected and a contract negotiated. The selected vendor will organize and facilitate the meetings. The City of Indianapolis can provide Spanish language translation with advance notice on printed materials.*

Q: Relative to interfacing with other initiatives, will the City coordinate between groups, or will this be within the consultant's scope?

A: *The City can help coordinate the current initiatives identified in the RFQ that the City is leading, and for others provide introductions and connections. The consultant, with input from the Stakeholder Committee, will be responsible for coordination of this plan with the various stakeholders and their ongoing activities.*

Q: With a large project team that has not worked collectively on the same project, how best do we provide project examples of our experience?

A: *Respondents should provide examples how member of their team have independently or in conjunction with other partners to complete projects similar in scope to the process and deliverables of the Strategic Revitalization and Airport TIF Implementation Plan, as described in the RFQ. Page limitations still apply.*