

1. What is the project budget?

\$200,000 - \$250,000

2. Should I assemble a team that includes the specialists required for the projects that may flow from the comp plan (zoning, housing, downtown, etc.) or only the core team for the comp plan itself?

I would recommend forming a core team for the comp plan itself and if you can weave specialists on the subsequent plans that would be helpful – but certainly not required as part of this process.

3. Are you interested in a scenario planning exercise as part of the planning process?

Yes

1. On page 2 of 35, it states, “Please submit three (3) copies of your sealed proposals” then on page 25 of 35, it states we are to submit a complete Proposal (five paper copies and one electronic copy on a thumb drive). Can you please clarify how many copies of the proposal is required?

Only 3 Copies and a digital on a thumb drive are required.

2. In the RFP, the given address for mailed proposals is a PO Box address. FedEx cannot ship to a PO Box. Do you have an alternate address available for proposal delivery?

Our office address is 440 South Church Street, Spartanburg SC 29306 to the Attn: Planning

3. On page 27, in the first paragraph, it states that, “Proposals shall be no more than 30 pages” however goes on to state “... discouraged and will count toward the 25-page limit.” Can you please clarify if the page limit is 25 or 30?

30 pages will be the limit, they may be printed on front and back with appendices not counting toward the 30 page count.

4. May the Draft Timeline be submitted on an 11x17 piece of paper, folded to 8.5x11?

Yes.

5. For the Examples of Previous Work, are these to be only for the Prime or may we submit projects our subconsultant(s) have worked on?

You may submit the work of your subconsultants as well.

6. May we include additional Project Experience as a Miscellaneous item and include them in the Appendix? If so, will the Appendix count toward the page limit?

Yes – and the appendix will not count toward the page limit.

7. If the Respondent provides tabs, will these count towards the page limit?

No.

8. Has the City specified funding for this comprehensive plan in its current budget? If so, can you please share the amount of funding available?

We anticipate utilizing \$200,000 - \$250,000 of general fund dollars for the comprehensive plan. Staff will endeavor to identify other resources if needed, but cannot guarantee a higher number at this time.

9. Can you please clarify what the City is looking for in the required Housing Element to be included in its comprehensive plan update vs. the Housing Action Plan that is indicated as a subsequent plan to be created?

Building off of an existing Housing Market Study and Fair Housing Study that the City has commissioned, the Housing Element is envisioned to be robust enough to identify housing types/patterns by area, speak to affordability and policies the City might/should pursue to achieve affordability goals, and discuss the future of housing development for the next 20-25 years. A Housing Action Plan would go considerably further in that it would include design guidelines for various neighborhoods/corridors and would dive deep into the various policies/market forces that have brought us to where we are and where we might go. It would also have a very specific set of projects and policies as part of its final recommendations, and would work to dispel NIMBYism and other misconceptions about housing types.

10. Regarding the Racial Equity planning element - could you give a little more detail regarding what that means relative to the overall CP? I understand the issue in the context of housing and past zoning injustices as well as the ramifications of the 1970s urban renewal issues that many cities continue to deal with. Just curious to what extent, if any, you envision the Racial Equity component impacting transportation, parks, public facilities, and other elements.

I have envisioned adding a racial equity impact statement/assessment to each of these development processes that would need to meet certain criteria or at least indicate/show that they would not have a negative impact on the city's Communities of Color. This area of the CP may make for uncomfortable conversation, but it is one we believe needs to be had at every level and every decision making process in order to combat the legacy of (implicit and explicit) racial bias that has bound our Black population for so long. Broadly, Racial Equity should be a theme interwoven throughout the plan, mentioned in every component of the plan, as well as a standalone element itself that calls out the importance of this aspect to empower our Black community. For example, in order to achieve a rezoning, the Planning Commission must make affirmative findings for the following questions:

Consistency or lack thereof with the comprehensive plan, compatibility with the present zoning and conforming uses of nearby property and with the character of the neighborhood, suitability of the property affected by the amendment for uses permitted by the district that the amendment would make possible, marketability of property affected by the amendment, and availability of sewer, water, and storm water to the parcel.

While these are all worthy questions (perhaps needing retooling as well) – without considering the racial equity impacts of a proposal, it is very easy for the results to gloss over very real development concerns for embattled/fragile communities of color.

11. The possible analysis of 1/4 mile buffer area around the City for annexation purposes - do you this as a general overview or a detailed analysis?

Definitely a general overview!