



Town of Stow  
**PLANNING DEPARTMENT**

**380 Great Road**  
**Stow, Massachusetts 01775**  
Phone: (978) 897-5098  
Web: [www.stow-ma.gov](http://www.stow-ma.gov)

**Date:** February 10, 2023

**To:** Prospective Bidders and Others

**From:** Valerie Oorthuys, Planning Director

**Subject:** Response to Bidder Questions – Design and Engineering Services, Multi-Use Path Along Track Road

This response to bidder questions includes all comments received at the February 1, 2023 Pre-Proposal Conference and via email by 12:00 PM on February 8, 2023.

*Pre-Proposal Conference Attendance List:*

Dawn Connelly	Green International Affiliates, Inc.
Andrew Feingold	Green International Affiliates, Inc.
Jeff Maxtutis	BETA Group, Inc.
Michael McManus	McMahon Associates, Inc.
John Michalak	Nitsch Engineering
Lauren Moule	HDR

**Question #1**

Has a budget been established for the project?

**Response #1**

Yes, as included in the FFYs 2023-2027 Transportation Improvement Amendment Two, \$750,000 has been allocated for design of the project through a federal earmark.

**Question #2**

What is the anticipated timeline of the project?

**Response #2**

Request For Qualifications responses are due by 1:00 PM on February 17, 2023 with the Selection Committee meeting on February 22, 2023. The Town of Stow intends to award a contract in March 2023. The selected firm must be under contract in FY23 in order to access the design funds. From there, the Town anticipates that proposers will outline a suggested timeline for completion of activities within the scope of work.

**Question #3**

Can the Town offer any further information around a deadline for fully expending the federal earmark?

**Response #3**

A deadline for fully expending the federal earmark is unclear at this time. The Town believes the project will remain within the parameters of the allocation so long as we are under contract with a firm prior to the end of FY23 to advance design through the 100% design phase. The Town of Stow understands that these funds are not fully guaranteed.

**Question #4**

The project is intended to be constructed through Transportation Improvement Program (TIP) funding. Has there been any coordination with MassDOT regarding the construction of the project to date?

**Response #4**

Representatives from the Town of Stow have held meetings with MassDOT to discuss the concept proposed and the project is anticipated to be on the TIP for construction. The project team and the selected firm will need to continue to work with MassDOT to align on a cross section.

**Question #5**

Were previous discussions with MassDOT at a district level, or were other staff present as well?

**Response #5**

Discussions with staff of MassDOT include representatives from District 3, the Boston MPO, others from the Highway Division, the Right of Way Bureau, and the Complete Streets program. Because Track Road provides a non-traditional cross section, the Town of Stow has had continued discussions to move toward consensus on what will be built, and these will continue with the selected firm.

**Question #6**

Has there been any other design work for the cross section?

**Response #6**

The Town's preferred design concept is within Appendix B of the RFQ package, showing a 10 foot asphalt two-way travel lane with 4 foot stone dust shoulders. The Town of Stow has been requested to produce two additional design concepts. The second alternative would include separate facilities for vehicles and all other users and the third alternative would show a one-way traffic scenario for vehicles along Track Road. Previous drafts of the preferred concept plans have included variable width stone dust shoulders to provide different cross sections on the western and eastern portions of Track Road, as separated by Crow Island.

**Question #7**

Has a preliminary conceptual construction cost estimate been prepared and a possible TIP year assigned?

**Response #7**

During the Pre-Proposal Conference, the answer was given that a construction cost estimate had not been prepared and that a TIP year had not yet been assigned. In reviewing the Project Need Form as submitted to MassDOT, a preliminary construction estimate of \$1,539,430.00 was provided.