



PLANitULSA

OUR PLAN. OUR FUTURE.

Addendum

No.	Date	Description
1	9-18-2007	<ol style="list-style-type: none">1. Added Exhibit A: Pre-Proposal Conference Notes2. Added Exhibit B: Questions and Responses3. Page 4: Changed contact information



PLANitTULSA

OUR PLAN. OUR FUTURE.

REQUEST FOR PROPOSAL 07-501



Updating The Comprehensive Plan for the Tulsa Metropolitan Area Phase I: City of Tulsa

Submit proposals to:
Deputy City Clerk
City of Tulsa
200 Civic Center
City Hall, Suite 109
Tulsa, OK 74103-3856

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I. INTRODUCTION

Our Plan. Our Future. These words describe what we, the citizens of Tulsa, will create as an outcome of our Comprehensive Plan update, which has become known as PLANiTULSA.

We seek consulting talent that matches our City's hope and enthusiasm. We seek partnerships with professionals who are willing to build relationships in our community: work with our ideas, struggle with our toughest issues, and help us to find pathways toward solutions that we can all embrace. We are not content to let the world simply happen around us; we are ready to embark upon a journey to the future that we envision.

We choose a future that does not only react to needs, but anticipates them. We require a Plan that will help us make strategic decisions about public investments and that will embrace, encourage, and enhance private investment. We seek a Plan that is written in common language, interesting and engaging, and widely accessible using modern technologies. We seek a Plan that will provide a sound foundation for virtually any decision regarding the physical, economic, and social environments in Tulsa.

With this Request for Proposal (RFP), we are searching for a consultant who will be the perfect fit to create the Tulsa of the future, the community we wish to become.

We enthusiastically look forward to receiving your proposal.

II. INSTRUCTIONS FOR SUBMITTING A PROPOSAL

A. General Requirements

1. The proposal must be received by **5:00 p.m. on Wednesday, September 26, 2007, Central Daylight Time**. Please place proposals in an envelope or box clearly labeled “**RFP 07-501 PLANiTULSA: Updating the Comprehensive Plan for the Tulsa Metropolitan Area - Phase I, City of Tulsa.**”
2. Proposals should be sent to:

Deputy City Clerk
City of Tulsa
200 Civic Center
City Hall, Suite 109
Tulsa, OK 74103-3856
3. All interested Proposers are required to register with the Buyer, **Darlene Donica**, in order to receive updates, addenda or any additional information required. The City is not responsible for any failure to register.
4. Inquiries to the Buyer requesting clarification regarding the Request for Proposal or the content therein must be made via e-mail and must be received prior to the end of the business day on **September 12, 2007**. Submit questions to:

Bill Youngblood, Senior Buyer
byoungblood@cityoftulsa.org
Phone: 918-596-7551
FAX: 918-699-3153
5. Any questions regarding this RFP will be handled as promptly and as directly as possible. If a question requires only clarification of instructions or specifications, it will be handled verbally. If any question results in a change or addition to the RFP, the changes or additions will be forwarded to all registered Proposers as quickly as possible by addendum.
6. Proposers shall designate a contact person, with appropriate contact information, to address any questions concerning a proposal. The Proposers shall also state the name and title of individuals who will make final decisions regarding contractual commitments and have legal authority to execute the contract on the Proposer's behalf.

B. General Notifications

1. The City of Tulsa notifies all possible respondents that no person shall be excluded from participation in, denied any benefits of, or otherwise discriminated against in connection with the award and performance of any contract on the basis of race, religious creed, color, national origin, ancestry, physical disability, sex, age, ethnicity, or on any other basis prohibited by law.
2. All proposing entities shall comply with the Americans with Disabilities Act (ADA) and all proposals and a subsequent contract, if any, shall include the following statement:

“The Proposer shall take the necessary actions to ensure its facilities are in compliance with the requirements of the Americans with Disabilities Act. It is understood that the program of the Proposer is not a program or activity of the City of Tulsa. The Proposer agrees that its program or activity will comply with the requirements of the ADA. Any costs of such compliance will be the responsibility of the Proposer. Under no circumstances will the Proposer conduct any activity which it deems to not be in compliance with the ADA.”

3. The City of Tulsa also notifies all Proposers that the City has the right to modify the proposal and final selection of work product requirements as needed.
4. Although it is the City’s intent to choose only the most qualified Proposers to interview, the City reserves the right to choose any number of qualified finalists for interview and/or final selection.
5. This Request for Proposal does not commit the City of Tulsa to pay any costs incurred in the submission of a proposal or the costs incurred in making necessary studies and designs for preparation thereof, or contract for service or supplies.
6. Proposers may choose to attend a pre-proposal conference which will be held on Wednesday, **August 22, 2007**, at 9:00 a.m. in the office of the City of Tulsa Planning Department, 111 S. Greenwood, Suite 200, Tulsa, OK 74120-1820.

III. COMMUNITY BACKGROUND

The City of Tulsa was incorporated as a municipality on January 8, 1898. With the discovery of oil in nearby Red Fork in 1901, the City grew quickly, reaching a population of 7,928 by the time of statehood in 1907. Today, Tulsa has grown to become not only a modern metropolis, but a thriving community, with a well-earned reputation as a great place to live. The City currently occupies a land area of over 201 square miles and has approximately 396,000 residents. Tulsa County has a population of 578,000 with a land area of 587 square miles.

Tulsa is located in the northeastern quadrant of Oklahoma, often called “Green Country” due to its wooded terrain in the rolling Ozark foothills. The City, which lies at an elevation of 700 feet above sea level, has a temperate climate. The average daily temperature is 60 degrees; the annual rainfall averages 39 inches, and the City experiences continually changing conditions during the four seasons.

The City hosts many large community events including Oktoberfest, Mayfest and other festivals. There are many destinations such as Southern Hills Golf Course, where the Professional Golf Association will play its championship this year. Award-winning cultural facilities include the Philbrook Museum of Art, the Gilcrease Museum, Tulsa Air and Space Museum, the Fenster Museum of Jewish Art, the Oklahoma Jazz Hall of Fame, and the Tulsa Zoo and Living Museum.

The revitalization of downtown Tulsa, including the construction of the new Bank of Oklahoma (BOK) Events Center, promises to make the area a regional attraction. The city flourishes with arts and culture and is home to the Tulsa Performing Arts Center, the Tulsa Ballet, and the Tulsa Opera. There are many events to attend, such as the Tulsa Run, Route 66 Marathon, and the Tulsa Tough Bicycle Ride and Race. There is an array of Art Deco and stunning church architecture throughout the downtown area. Over the last few years, major infrastructure and development projects have included the Creek Turnpike, Gilcrease Expressway, Mingo Creek flood mitigation, and the River Parks, as well as the University of Tulsa, Oral Roberts University, and the University of Oklahoma and Oklahoma State University campuses in Tulsa.

In 1990, under a voter-approved amended charter, Tulsa’s City government changed to a Mayor-Council form of government. The City of Tulsa provides a full range of services. These include police and fire protection, construction and maintenance of streets and other infrastructure, recreational activities, facilities, and cultural events, typical municipal utilities and services, urban revitalization, economic development and planning services.

The City of Tulsa has begun a process to update the Comprehensive Plan for the Tulsa Metropolitan Area - specifically, to create a renewed Comprehensive Plan for the Tulsa Metropolitan Area, Phase I, City of Tulsa.

Tulsa has a long history of Comprehensive Planning. The Bartholomew Study of 1928 identified a hierarchy of streets as well as streetcar lines connecting commercial, residential, and suburban areas. The 1960 Comprehensive Plan identified transportation projects and many were completed by the late 1990's. In the mid-1970's the Vision 2000 planning program completed the current Comprehensive Plan for the Tulsa Metropolitan Area.

In 1953, the Tulsa Metropolitan Area Planning Commission (TMAPC) was established. According to Oklahoma Statutes, the Mayor, with approval of the City Council, appoints six members to the TMAPC, and the three County Commissioners each appoint a member, for a total of nine appointed TMAPC members. In addition, the Mayor and the Chair of the County Commission, or their designees, serve as ex-officio members, bringing the total TMAPC membership to eleven.

The TMAPC is a recommending body for all zoning requests initiated within the Tulsa city limits and all of the unincorporated areas of Tulsa County (TMAPC's jurisdictional area). Additionally, it is responsible for processing all new subdivision plats and lot splits (minor subdivisions) in its jurisdiction. The TMAPC also has the responsibility for adopting the Comprehensive Plan for the Tulsa Metropolitan Area, which also requires approval by the City Council and County Commission.

IV. SCOPE OF WORK

- A.** The city desires to complete an update of the Comprehensive Plan for the Tulsa Metropolitan Area, Phase I, City of Tulsa. Phase I will encompass the existing corporate limits of the City of Tulsa. The final scope of work for a contract to update the Comprehensive Plan for the Tulsa Metropolitan Area will be negotiated between the Mayors' designee and the selected Proposer.

Phase II of the update process will include unincorporated areas of Tulsa County, Osage County, and Rogers County within the City of Tulsa's corporate fenceline and unincorporated areas of Tulsa County outside of any municipality's corporate fenceline. Phase II is not a part of this proposal; however, consideration of this process may be appropriate in preparation of work scope and analysis.

- B.** The proposal shall contain a careful examination of the "Community Feedback" (www.planitulsa.org), resulting from recent community meetings

and the components of the current Comprehensive Plan for the Tulsa Metropolitan Area. Components of the existing Comprehensive Plan are identified below in paragraph D. 1.

1. A major component of the Comprehensive Plan for the Tulsa Metropolitan Area update process has included significant citizen input. Dialogue with the citizens of Tulsa has begun and is expected to continue.
 2. Many topics were discussed in the recent community meetings. “Tag Cloud” (word frequency) analysis using a program called “Many Eyes” revealed these most frequently-mentioned *single words*: Tulsa, city, downtown, development, community, people, neighborhoods, river, education (schools), businesses (jobs), plans (planning), transportation (transit/streets), infrastructure, housing, government and parks. The most frequently-mentioned *two-word combinations* were: north Tulsa, schools/higher education, mass transit/public transportation, Arkansas River/river development, young people, small businesses, economic development, historic preservation, city government, art deco, health care, surface parking, sales tax, east Tulsa, and west Tulsa. In general, these responses represent major topics of interest and concern in a preliminary attempt to define the collective vision of the City.
- C. The Proposer should consider important ongoing capital funding programs of the City, such as sales tax, General Obligation Bonds, and the Vision 2025 Programs.
- D. It is expected that the updated Comprehensive Plan would consider each of the existing Comprehensive Plan components. This RFP would also allow for the reorganization, modification or renaming of Comprehensive Plan components, as well as the designation of additional Comprehensive Plan components. If appropriate, a completely new Comprehensive Plan framework would be acceptable.
1. The current Comprehensive Plan components include, but are not limited to: the Metropolitan Development Guidelines, various functional plans, District Plans (17), neighborhood plans, urban renewal sector plans, Tulsa Region Comprehensive Economic Development Strategy, Arkansas River Study, the Tulsa City-County Major Street and Highway Plan, Regional Trails Master Plan, and various Master Drainage Plans.
 2. The City expects a staged adoption process for Comprehensive Plan components. The first component, to be completed within the first six

to nine months, should be a City-Wide Vision Plan based on shared objectives. This vision should offer policy guidance and provide a platform for further public discourse and development of Plan components. The adoption of the entire updated Comprehensive Plan for the Tulsa Metropolitan Area, Phase I, should occur within a period of approximately 2.5 to 3 years.

- E.** It is expected that the update process will follow the standard methods used in the development of Comprehensive Plans, including:
1. Identifying issues, gathering and analyzing information
 2. Preparation and evaluation of alternatives
 3. Preparation of a draft plan
 4. Public review of a draft plan
 5. Preparation of final plan
 6. Approval of final plan
- F.** It is expected that the Proposer will have a key role in scheduling, staffing and conducting various public meetings, in creating and working with the Tulsa citizens, Mayor, Steering Committee, Tulsa Metropolitan Area Planning Commission, City Council, County Commissioners and staff.
- G.** The following underlying considerations in Tulsa today should be recognized as foundational by a planning consultant. This is not an exhaustive list; accordingly, we expect the Proposer to analyze the public dialogue found on the www.planitulsa.org web site to determine other important considerations and to address them in the planning effort. We expect the plan for the future to:
1. Recognize that Tulsa is a young urban center of a larger metropolitan area, developed primarily in the 20th Century with typical development patterns, has a Midwestern lifestyle, is essentially built out, and is limited in potential growth areas beyond its current boundaries.
 2. Develop viable, reasonable strategies for infill development as a principal development option in the future.
 3. Recognize that components from all existing plans such as the Comprehensive Plan for the Tulsa Metropolitan Area, transportation plans, trail plans, river plans, as well as any new plans should work harmoniously and cohesively together. In addition, we recognize the need to update development regulations for the City of Tulsa to reflect future issues and concerns.

4. Recognize that different areas of the City have unique needs, and that targeted planning can provide the path to solutions in each area.
5. Recommend strategic public investment to successfully attract and shape private development in all parts of our City.
6. Understand and communicate the relationships between density, transportation networks, successful mass transit systems, infrastructure efficiencies, local and area demographics, market conditions and trends, and economic prosperity, and recommend successful methods and scenarios to maintain and improve Tulsa's character and livability.
7. Find a successful relationship between urban design and economic development, community character, livability and public safety.
8. Ensure that Tulsa's planning processes and development environment are proactive, user-friendly and up-to-date, democratic and inclusive, and stable and consistent.
9. Ensure that Tulsa's land use and associated development regulations provide ways to respond to the aforementioned considerations in comprehensive and economically feasible ways.
10. Employ the use of new technologies to provide citizens with accessible and useful planning information (physical, natural, social, and economic data), plan documents, and end products in easily accessible and highly useful ways.
11. Provide a framework of metrics and measurable objectives to determine if the City is implementing solutions and achieving the desired future outlined in our updated Comprehensive Plan.

V. FIRM AND PROPOSAL REQUIREMENTS

To be considered, interested firms should submit or address the following:

- A. One (1) bound original and forty (40) bound copies of the proposal plus four (4) copies on CD-ROM.
- B. A description of the firm's qualifications and experience and that of key personnel assigned to this project (and that of each firm proposed as part of the team). It is noted that equipment, material and staff shall be provided by the Proposer.

- C.** A description of previous analytical projects that your firm (and those of each firm proposed as part of the team) has conducted for organizations of similar size and complexity with respect to the development of Comprehensive Plans. Provide contact names and telephone numbers of references from these organizations.
- D.** Provide overall approach and guiding philosophy in developing the update to the Comprehensive Plan including anticipated Plan components and means of citizen engagement.
- E.** The Proposer may also suggest technical or procedural innovations that have been successful in other projects and which may provide the City with better citizen engagement and a better Comprehensive Plan. In this section, Proposer may discuss any ideas, innovative approaches, or specific new concepts included in the Proposal that would provide benefit to the City.
- F.** Proposers should include possible options to minimize costs, including tasks that may alternatively be performed by the City or resources that the City could provide that might otherwise be provided by the Proposer.
- G.** Provide a project schedule, identifying beginning and ending dates of work, as well as project target dates.
- H.** To ensure that this project be completed in a timely manner, the City requires that the selected Proposer perform steps concurrently to expedite results and recommendations, as feasible.
- I.** At the discretion of the City, one or more Proposers may be invited to be interviewed for purposes of clarification or discussion of the proposal.
- J.** Any expenses incurred by the Proposer(s) in appearing for an interview or in any way in providing additional information as part of the response to this Request for Proposals are solely the responsibility of the Proposer. The City of Tulsa is not liable for any costs incurred by Proposers in the preparation of proposals or any work performed by the Proposer prior to the approval of an executed contract by the City of Tulsa.
- K.** As indicated previously, the Comprehensive Plan for the Tulsa Metropolitan Area is a statement of the community's vision for the future and a guide to achieving that vision. With this in mind, it is clear that a high level of citizen involvement is essential to the successful preparation of an updated Comprehensive Plan for the Tulsa Metropolitan Area.
- L.** The Proposer shall be responsible for reports and presentations to the public and at meetings of the Mayor, City Council, Steering Committee, the Tulsa

Metropolitan Area Planning Commission and County Commissioners. The meetings may be integrated into joint meetings depending upon the wishes of the Mayor, City Council, Steering Committee, the Tulsa Metropolitan Area Planning Commission and County Commissioners.

- M. Proposals shall include a continuing program of inviting and facilitating citizen involvement to ensure that citizens in the City of Tulsa who wish to be involved in the planning process can do so. Extensive opportunities for public involvement and input shall be provided through a series of workshops and community meetings throughout the City of Tulsa during the plan development process. The Proposer will conduct and staff these meetings and workshops and will consider the public input in the planning process.
- N. The Proposer shall draft regular articles and/or news releases providing updates of the Comprehensive Plan process, including information about upcoming workshops and meetings. These shall be made available on the City's web site and to the Tulsa media.
- O. As part of the City's commitment to make public information easily available at a reasonable cost, all update drafts, the **City-Wide Vision Plan**, and the **Comprehensive Plan**, will be made available on an interactive web site.

VI. FINANCIAL SECTION

- A. Proposals should include a 'not to exceed' amount to update the Comprehensive Plan for the Tulsa Metropolitan Area, Phase I, plus hourly rates for any additional services such as the ongoing support for implementing changes.
- B. The project costs should contain a cost breakdown for each aspect identified in the Proposer's scope of work and a periodic payment schedule should be included. Any applicable discounts should also be included.
- C. The Proposal should include the estimated number of hours required for the completion of each component.

VII. PROPOSAL EVALUATION

- A. The Mayor's Comprehensive Plan Steering Committee was appointed to represent broad and diverse interests and to oversee the Comprehensive Plan update process. Proposals will be reviewed by the Steering Committee and

staff; the Steering Committee will make recommendations to the Mayor regarding which proposal(s) should be approved.

Proposals will be evaluated on the following criteria:

1. Experience and qualifications in similar efforts
 2. Commitment of senior staff to the project
 3. Responsiveness to the RFP and City priorities
 4. Creative approaches
 5. Technical qualifications
 6. Schedule
 7. Cost
 8. Ability to provide a local presence during the process
 9. Familiarity with Tulsa
 10. Well-defined citizen involvement process
- B.** Responses should be clear, concise and complete. Proposals must address all sections in the RFP. Any deviations from other considerations in any section should be outlined in detail in your response.
- C.** Based on results of the initial evaluation, the Steering Committee will select finalists for consideration. Any or all proposals may be rejected by the City.
- D.** The finalists may be asked to make formal presentations of their proposals, as well as substantiate proposal representations made in any inquiry, as well as provide supplemental information, provide a better understanding of the scope of work outlined in proposal, present and introduce the individuals assigned to provide the consulting services, and demonstrate their knowledge and experience in providing consulting services for the development of Comprehensive Plans.

VIII. MISCELLANEOUS

- A.** Your response to this RFP and any subsequent correspondence related to this proposal process will be considered part of the contract, if one is awarded to you.
- B.** All data included in this RFP, as well as any attachments, are proprietary to the City of Tulsa.
- C.** The use of the City of Tulsa's name in any way as a potential customer is strictly prohibited except as authorized in writing by the City of Tulsa.

- D.** Your proposal must clearly indicate the name of the responding organization, including the firm's e-mail address and web site information, if applicable, as well as the name, address, telephone number and e-mail address of the organization's primary contact for this proposal. Your proposal must include the name, address, telephone number and e-mail address of the consultant and/or team of consultants assigned to the City account.
- E.** The City assumes no responsibility or liability for any costs you may incur in responding to this RFP, including attending meetings or contract negotiations.
- F.** The City is bound to comply with Oklahoma's Open Records Act, and information submitted with your proposal, with few exceptions, is a matter of public record. For specifics, see the provisions of the City of Tulsa Open Records Policy, available via the following link:

www.cityoftulsa.org/OurCity/documents/OpenRecordsActPolicy.pdf

Further, your company will be bound to comply with the provisions set forth in this RFP unless any and all deviations are explicitly stated in your proposal. The City shall not infringe upon any intellectual property right of any vendor, but specifically reserves the right to use any concept or methods contained in the proposal. Any desired restrictions on the use of information contained in the proposal should be clearly stated. Responses containing your proprietary data shall be safeguarded with the same degree of protection as the City's own proprietary data. All such proprietary data contained in your proposal must be clearly identified. The City shall not be under any obligation to return any materials submitted in response to this RFP.

- G.** The City expects to enter into a written Agreement (the "Agreement") with the chosen vendor that shall incorporate this RFP and your proposal. In addition to any terms and conditions included in this RFP, the City may include in the Agreement other terms and conditions as deemed necessary.
- H.** Additional information on Neighborhood Revitalization Plans and other city documents, including the PLANiTULSA dialogue, are available at www.planitulsa.org
- I.** To view the "Many Eyes" word frequency analysis, go to <http://services.alphaworks.ibm.com/manyeyes/browse/visualizations?q=planitulsa>

- J. The existing Comprehensive Plan for the Tulsa Metropolitan Area and other documents will be available through a secured site. The contact person for the Comprehensive Plan and other related documents will be:

Pat Treadway **Phone (918) 596-2600**
E-mail: ptreadway@cityoftulsa.org

IX. ESTIMATED TIMETABLE FOR PROPOSALS

Note: The City reserves the right to alter this timetable as necessary.

- A. RFP Issued **July 30, 2007**.
- B. Pre-proposal conference **August 22, 2007**.
- C. Written questions due by **September 12, 2007**.
- D. Proposals due **Wednesday, September 26, 2007**.
- E. Presentations (if requested) will be held **October 15, 2007 through November 9, 2007**.
- F. Evaluation and recommendation to the Mayor on **November 28, 2007**.
- G. Contract negotiations from **November 29, 2007 through January 18, 2008**.

X. PROJECT DELIVERABLES

- A. **City-Wide Vision Plan**. For any associated printed and electronic materials, Proposer shall submit, respectively, seventy-five (75) bound copies and three unbound copies, and one hundred (100) CD-ROMs. Additional copies, as required, may be negotiated.
- B. **Tulsa Metropolitan Area Comprehensive Plan**. Proposer shall submit seventy-five (75) bound copies and three unbound copies, with one hundred (100) CD-ROMs. Additional copies, as required, may be negotiated. The Comprehensive Plan should be submitted in booklet form, using standard-sized sheets including selected text, photographs, graphics, tables, charts, and renderings. The Comprehensive Plan shall include color maps, exhibits and charts, as appropriate.
- C. The facilitation by the Proposer of all community meetings that concern the Tulsa Metropolitan Area Comprehensive Plan. Interim presentations to the

Mayor, citizens, stakeholders, Steering Committee, Tulsa Metropolitan Area Planning Commission, City Council and County Commissioners regarding progress of the planning process.

- D.** Three (3) sets of major exhibits, maps, or graphics of the Comprehensive Plan for the Tulsa Metropolitan Area, in large-sized format (i.e., 36" x 48") to communicate plan recommendations.
- E.** Three (3) sets of presentation slides (Comprehensive Plan text, graphics, tables, charts, renderings, photographs) in Microsoft PowerPoint format.

XI. COMPUTER CAPABILITIES

The update of the Comprehensive Plan for the Tulsa Metropolitan Area must make use of computer capabilities as follows:

- A.** All maps must be computer-accessible. All maps must be prepared in a digital format compatible with ESRI, Inc.'s ArcGIS software. The City's goal is to have the Comprehensive Plan and associated maps for the Tulsa Metropolitan Area and its maps available for use on desktop computers, replacing the use of paper maps to the greatest extent possible.
- B.** Information shall be linked. To the greatest extent possible, the Comprehensive Plan for the Tulsa Metropolitan Area and associated maps shall be formatted so that they may be overlaid with each other so that all issues related to the same area may be easily and accurately depicted.
- C.** The Proposer shall plan for a detailed, publicly accessible, online Geographic Information System for the City of Tulsa with searchable attribute tables and map layers including: aerial photography, topography, drainage, natural features, soil types, land parcels, streets and paving, transportation infrastructure and statistics, public utilities, building footprints, zoning designations, crime statistics, key geographic landmarks (such as schools, hospitals and churches), and census block demography from census summary files 1 and 3.



Pre-Proposal Conference Meeting Notes

August 22, 2007

9:00a.m – 11:00a.m

On August 22, Mayor Kathy Taylor, Mayor's staff, city planning staff, and INCOG staff met with potential proposers for the Comprehensive Plan Update. A formal question and answer session followed a brief introduction based on materials found at the PlaniTulsa website (www.planitulsa.org). Notes from this session are presented here.

Q: What has the steering committee done to date, how were they formed, and what was their role in the process of creating the RFP?

A: (Susan Neal, Director of Community Development and Education Initiatives, City of Tulsa) Mayor Taylor pulled together a group of citizens that were thought to represent different skill sets and a diverse group of interests. They also have diversity in their geographic location throughout the city. Their professional or personal experience was also considered inasmuch as it reflected their ability to contribute to the planning of our city. Each one of the committee members has been involved with neighborhood advocacy, own a small business, or has been a part of a design team someplace else in the city. Each member has helped give the staff direction as to what should be in the RFP. Each committee member was asked to attend as many public meetings as they could throughout the city and participate, listen, and help us to structure major components of what they thought we should put in this

RFP. That has primarily been their commission to date. They have been asked to continue in the planning process beyond the selection of a consultant. They have already committed five months to this process...it's a lot to ask, but the City hopes that they will.

(Pat Treadway, Planning Department Manager, City of Tulsa)
More members have walked in the room and a majority of the committee is here.

Susan Neal introduced Councilor Maria Barnes as a member of the Steering Committee.

Q: Describe the thought process behind splitting up the Phase 1 and Phase 2, since Phase 2 is not part of this particular RFP and given the fact that it includes the regional area. Explain, just a little bit, about the split and how Phase I will address the regional issues.

A: **(Susan Neal)** You are right that consideration will need to be given to the entire region. That is why we have included as a partner with us, INCOG and the Tulsa Metropolitan Area Planning Commission. We have several members of the Tulsa Metropolitan Area Planning Commission that work with us on the steering committee and a county commissioner who has also been engaged in the process so far. Also, the area mayors that we work with regularly have asked that we keep apprised during Phase 1. We ask whatever consultants that we work with to continue to invite them to all of our processes and meetings. One of the things that became apparent to us through talking with the citizens of Tulsa is that there is a true desire to get *our own house* in order within the confines of Tulsa. We know that the cities interrelate, and that Tulsa must consider the regional area. But our citizens are saying that we need to take care of the City of Tulsa's business first and then branch out.

(Rich Brierre, Executive Director, Indian Nations Council of Governments [INCOG]) Tulsa Metropolitan Area Planning Commission has legal authority for the City of Tulsa and the unincorporated portion of Tulsa County. Some of the other regional

cities' boundaries are in place and they have their own comprehensive plans. The first priority based on the funding *and* the need is to update the City of Tulsa portion of the comprehensive plan.

(Pat Treadway) Most of the surrounding communities have newer plans than Tulsa. This is the reason that Phase 1 is about the City of Tulsa, and how Tulsa relates to these other areas.

(Rich Brierre) And a lot of those communities are still dealing with greenfield development where they have vast open spaces, whereas Tulsa is largely built out.

Q: Did the surrounding towns or the unincorporated areas take into account the potential relationship with Tulsa itself?

A: **(Pat Treadway)** Yes, I believe they did. I believe that the communities in the surrounding area all factored Tulsa in with their planning.

Q: The RFP calls for extensive citizen involvement and we would strongly support that. It also seems to imply that it is to be the sole responsibility of the consultant. And what I'd like to know is what the role of the city would be in the public participation process?

A: **(Susan Neal)** I think we look to the consultant to tell us what type of citizen participation and what level of citizen participation has worked in other communities. The consultant should say how much you would factor in citizen participation. We've tried to express that citizen involvement is *critical* in our city and that we think will it is essential for a successful plan. Our planning team, including our partners at INCOG, will be supportive as possible, but we are, at this point, looking to the potential consultants for success stories and good formulas for citizen involvement. We really want to hear your ideas.

(Pat Treadway) We really wanted to say that we want you involved with our citizens. It doesn't mean that we're excluding ourselves from

being involved too. We want you and your company involved with our citizens.

Q: Can you give me some sense of how the city divides itself? How do the people perceive themselves as living within the city? Are there neighborhoods or districts?

A: (Susan Neal) Our citizens definitely have a sense of neighborhood. Some communities are very well established. The older neighborhoods feel a real identity with, for example, the midtown area. Talk to someone in West Tulsa and you'll hear, "West is best." Talk to someone in some neighborhoods and they'll have a lot of neighborhood pride; there are many organized neighborhoods. Other neighborhoods are just not as organized. There's a real sense of community in certain areas. They have a real sense of neighborhood and community separate from just being in Tulsa.

(Pat Treadway) If you went out into our community and said "Where do you live?" First thing somebody might say is "I live in North Tulsa, I live in East Tulsa, I live in West Tulsa, I live in Midtown," and somebody might say "I live in South Tulsa." We define ourselves in these ways. And I'm not sure that's great, but then again, maybe it is. But we know, as we said in our presentation to you earlier, we're different depending on where we are in the community. That is a great strength as well as a great challenge. How we marry this wonderful diversity?

(Rich Briere) I'd like to add one thing that might be a little confusing as you come in to our area. There are several political boundaries to consider. In the 70's when the district plans were created, the city and the metropolitan area were divided into, at that time, 26 planning districts. Also, what we have within the City of Tulsa is nine political council districts. So you see what we have is some overlap of council districts and several planning districts. We've also added some recently annexed city property creating a 27th district. All of those planning districts did not have a plan actually prepared. So, some of the unincorporated areas never got a specific district plan. So going

forward, we can assume that there's nothing sacred about the 27 planning districts. We're looking for some fresh ideas on how to demarcate the city, and if we decide to go with districts, it would certainly be much less than 27 planning districts for the city.

Q: Of the 17 district plans you've have within the City, what's the relationship to that and if you put those on a map would they make sense to a Tulsan?

A: (Pat Treadway) I'll give you my impressions and others can do the same. If you lay the 17 district plans on a map of the city you will see that within those districts there may be 10 neighborhood associations in planning district number 16. They are thinking a lot about their area, but perhaps not much about the collective area. So those district boundaries which made sense in 1975 may make less sense today. And that's my impression.

(Rich Brierre) If you look at the boundaries in those planning districts, they were largely defined by major physical features: the Arkansas River, Expressway systems, and so on. So an expressway could be a boundary. If you go back again in the 70's, there weren't as many identifiable neighborhoods. People didn't associate or think of themselves as living in this neighborhood or this neighborhood as the current situation is. In the 70's, you'd probably only hear about less than 10 specific neighborhoods. Now there are 300 to 400 organized neighborhoods and it really has become more of an institutionalized process. Neighborhood associations have become major players in the development issues of the city. So the neighborhoods that we know of today were not really thought of when the planning district boundaries were established. They were based on major physical features.

(Pat Treadway) So now we have some new expressways and so we may have boundaries we didn't recognize then.

Q: Is there any preference to how you want the proposal; along the planning districts or the council districts? What is your input? Do you want the city treated at different levels or the city as a whole?

A: (Pat Treadway) The desire is to solicit your ideas on how you hope to accomplish that. I don't think anybody has a preconceived notion that it has to be this way or this way. Our basic requirements are that we're saying give us your best idea on how to approach this. We have 400,000 people living in the city, that's where we're beginning.

(Mayor Kathy Taylor) I do think that we certainly do want your guidance, but I think that it is fair to say that we in Tulsa need to guide you as to where the natural groups that are working together well. I don't think we want to completely redefine the world. We're going to help guide you with that.

(Pat Treadway) We have an infrastructure in our city that works to some degree in terms of citizen engagement. We don't want you to discount that. But we also want to know what worked for you with all of the other city plans that you have done. We're looking for your expertise to combine with what we have. And what we have ain't perfect.

Q: The concern would be that if the city is looking for something that focuses on individual areas and if the proposer slices up the city in one bash. The concern is that one would slice through the neighborhoods that have their own plans.

A: (Pat Treadway) We'll work with you to make sure that you understand the existing neighborhood plans. Does that neighborhood's vision work really well with other visions that surround it? We hope it does, but if it doesn't, help us understand how you have engaged the public, worked with the public, and produced amazing plans for cities. Help us understand what your model is, and what you think works best.

Q: There are certain expectations from unique neighborhood groups that their particular neighborhood identity will be preserved. So maybe some kind of way in which they can interact with our people will be very helpful because I know that expectation is there. Could you give me some guidance on who to contact?

A: **(Pat Treadway)** First thing you should do is to put the question in email form and send it to Larry (Hood, Purchasing) or Darlene (Donica, Purchasing), they'll send it to me and we'll get you the answer. A neighborhood association map is available and we can then assist you with contact info for them. We can go from there if we want to grill them.

Q: If you're trying to help us tailor specifics to public participation, do we have access to some geographic maps, population, employment data, everything involved?

A: **(Pat Treadway)** You have access to everything that we collectively have, and there are ways to view that through the RFP and the PlaniTulsa website. And, if you look at the INCOG website there's lots of "stuff" out there, the City of Tulsa and PlaniTulsa website "link to" lots of stuff.

(Susan Neal) If there is any information that you cannot find, information that's not already online, please submit that question, we'll get you that information, if available.

(Mayor Kathy Taylor) We have put together information that might go along with this data under the headline of the paper "Budget Tulsa." We have a primary performance measure that the City of Tulsa lives by and where we are on those measures in terms of poverty and crime.

Q: Could you elaborate on the section about computer capability and state your expectations on the final product and what that looks like?

A: **(Pat Treadway)** On page 15, the very last paragraph says, "The Proposer shall plan for a detailed publicly accessible, online, GIS system for the city." From there it goes on. We are not asking you to help us understand what we ought to do to achieve this. We're looking for you to help us with a plan that we can begin to implement. We want you to help us understand where we are, and to help us with a plan for what we might need to be doing to get to where we want to go. *Where* we

want to go is an amazing system that is very accessible for people like me sitting at home and bored. We want *great information* for citizens and others so we can make *great decisions* about our city.

Q: There's a couple of things in the RFP about scheduling and providing schedules. Do you guys have a goal? Do you have a time constraint for your schedule?

A: **(Pat Treadway)** Our goal is that we have a renewed, updated comprehensive plan for the City of Tulsa and the metropolitan area. We want Phase 1 within 2.5 to 3 years. We'd be happy if it's 2. And there are some interim products that we've mentioned in here that we want before then. We're asking you to be responsive to that. And if you believe in your heart of hearts that we're making a huge mistake and this is stupid, then you can say that in your proposal. But we're going to want to know "why 'cause" this can't be done. But we also recognize this takes some time. The question becomes how do you balance out the time with our goal and what we're trying to do? We think it's very important that we get on with this. The Mayor's firm, she wants this.

(Mayor Kathy Taylor) Having talked with mayors in other cities who have been through this process, my goal is to have it done in two years. We're at a critical point right now in Tulsa and we need this plan.

(Pat Treadway) Two years. (laughter)

Q: If we register today, will we have to wait until next week to begin to examine resources? If you can provide us with or tell us where to go to find out what data, GIS, where the aerials are, what resources are available between now and the time the project starts, that would be helpful. Could you help us understand what we have in digital format now?

A: **(Pat Treadway)** Correct. We're going to get you some information on that. It's really important that if you haven't registered with the city, please do that. Sign up today so that we know you're here.

Q: Do we all get a copy of the sign up sheet?

A: **(Pat Treadway)** We can make a copy of the sign up sheet.

Q: What is the budget for this plan?

A: **(Pat Treadway)** We believe that we have the resources necessary to fund this project.

Q: Can you elaborate on that?

A: **(Susan Neal)** Not really.

Q: What's your expectation to the proposal?

A: **(Pat Treadway)** We want you to propose a project with a “not to exceed” figure. Now, you may end up saying there are about three ways to do this and the “not to exceed” figure for Phase 1 for Option A is here, Option B is here, Option C is there. We see Option C as something you may want to consider, that it's not a part of A and B. We're really looking for you to give us your “not to exceed” figure because we want to be able to compare and make good judgment.

Q: Are you going to take the lowest bid or the best proposal?

A: **(Pat Treadway)** My opinion is that it will be the proposal that is the best fit for our community.

Q: Does the city have any pier cities that we want to be like?

A: **(Susan Neal)** I think you could talk to Tulsans and get different ideas on that. As far as the City of Tulsa is concerned, the actual city, this mayor, this administration, I don't know that we have a city in mind. We, as a city, have built a quality of life model where we compare ourselves in transportation, housing, parks and recreation, art and culture, to a number of these other cities. And we can see whether we are good, fair, or average, above average, wherever we rank. I don't

know that we have sat down and collectively as a community said “we want to be like Portland”. And, for as many people that want to be like Portland, there will be people who say “I want to be like Houston”, which would send me over the edge. Look at the community feedback from citizens on the PlaniTulsa website and you’ll see that we want. Among other things, you’ll see:

- Quality of Life
- To Be a Green City
- Progressive City
- Efficient City
- Welcoming City
- Liveable City

We want people who want to live in an urban environment to have that choice. We’d like to have an urban offering. For neighborhoods that want walkability, we want that. We have built our city not unlike other cities in the Sunbelt, that is, around the car. In our community there seems to be a growing sentiment that we need to look at ourselves a little differently. We’re still going to need cars in this part of the world apparently and for the foreseeable future. So, how do we become greener and more progressive and add walkability and pedestrian friendly communities and do all the things that people say they want to do in this city? That’s why we’re still primarily without public transportation. I know public transportation is mentioned frequently in the community feedback, and growing towards that is very important.

Q: It sounds like you have some kind of geographic separation, whether or not you say you do or not, because South Tulsa is far more car-oriented. Do you guys want to limit this Plan geographically, separate it in terms of downtown, midtown?

A: (Pat Treadway) This plan is about Tulsa and all of the aspects of our city and all of its development. East Tulsa is not West Tulsa. It’s Tulsa, both of them. This is about Tulsa, our town. 390,000 people, our people. Not about this part or that part alone.

(Susan Neal) And it's not about one part telling the other part how they are. Different parts of the City may have different solutions.

Q: You make a general statement about a need to upgrade development regulations. From the city's perspective can you talk about the expectations during Phase 1 of the project? What that would entail?

A: (Pat Treadway) We are not expecting you, from my perspective, to rewrite the zoning code as part of this effort. But we are asking you to say to us, "we think there's about four or five things that need to be done and, oh, by the way, here's the way you might want to do them." I think one of the things we are facing right now is the fact that all of our decisions have been based on the current zoning code.

(Wayne Alberty, Manager, Land Development Services, INCOG) We are aware that there are other ways to approach land use and quality of design, other than Euclidian zoning. One of the things that we want to know is, are there other ideas that you as consultants have found successful in communities like ours that can incorporate parts of the updated plan and allow us to take the next step, after preparations of the development plan, to totally revamp, if possible, our zoning code? We currently have a lot of leads in regards to updating our zoning codes. We realize that the climate seems to be hold off, do not do any major changes until this component, this first step, Phase 1, has begun. So we're at a point now we're saying bring to us some fresh ideas, some things that have worked.

(Pat Treadway) I'll also say that if there are things that need to be done that are discovered six months into this effort, we'll begin to do things then. We're not going to wait three years before we begin.

Q: Will PlaniTulsa be the official website?

A: (Pat Treadway) That's our plan, at least the web address.

Comment: Problems with the Powerpoint presentation on the website

A: See Theron (planning@cityoftulsa.org).

Q: On the website, does the City have some web technology person? What you're saying is that website will become the project website. That's where the modeling and work will be done. Is that something the City has the resources for or do we need to bring people with us for programming?

A: (Pat Treadway) My opinion about this is that we *do not* possess everything we need entirely. We need to look to you to provide what we need to do pretty much what you just said. We need you to work with us. Bring some extra people.

Q: Can you tell us about other plan efforts, either ongoing or recently completed, on the horizon that that the plan update should be coordinated with? For example, the river project.

A: **(Rich Brierre)** Most of the plans can be accessed through the PlaniTulsa website. From there you can link to relevant areas on the City of Tulsa website, INCOG website, Tulsa Development Authority website (TDA is the Urban Renewal Authority). If interested in demographic information about our citizens, in addition to what the Mayor said we would provide as to our performance measures, you might get on cstulsa.org. This is the community service council website. Check out the community profile.

Q: Regarding resources from other departments; transportation, public works, parks; how involved will they be? Is there a structure to that? Are they as needed?

A: **(Susan Neal)** Yes, they are needed and will be included along with all citizens. We're working on that internal structure, we have made a presentation recently to the mayor's management team of which I am one member of 11. We know that we need to bring all of these city resources to bear, and we're committed to doing that.

Q: Does the consultant need to bring expertise for the transportation plan perspective? What can they expect from our infrastructure?

A: **(Rich Brierre)** We're primarily looking at a policy level plan.

(Pat Treadway) INCOG has MPO capabilities.

Q: The role of education and schools?

A: **(Pat Treadway)** We had a request to speak a little bit about education and the role of the schools. If you've looked at the Planitulsa website and have seen some of the comments that have been made, you'll see that education is a big deal, it's a big issue in our community. Susan is going to say a little bit about that.

(Susan Neal) One of the six departments that I have is education. But within a city, our sales tax does not fund education. The schools are funded through property tax. The school districts are independent of the City. However, there is a lot of outreach and continual communication. What is different about this particular administration is this: we have added education to our flow chart even though the school systems are not a part of our vast array of resources. The Mayor has made education one of her lead priorities, along with public safety and economic development. As Pat mentioned, education is a top priority in this community. As an example, Tulsa Community College, through a program called Tulsa Achieves, has made it possible for *every* graduating senior in Tulsa County in the class of 2007 to go to Tulsa Community College for the first two years of college, basically for free...books and everything. The University of Tulsa, a private institution, has partnered with Tulsa Community College. This is new. They are now reaching out to TCC and saying we will have as many of your students as we can fit on campus. They're trying to bring those kids up through the University of Tulsa. They would actually have the ability to live on campus. We are looking to be transformational in our approach to education in this community. There are also other successful initiatives. Early childhood education, of which Tulsa is a leader in this state, has put Oklahoma on the map by offering universal

“pre-k,” we were one of the first states to do that. Education has been important throughout Oklahoma history, but when you look at how we fund it, it is still not as important as it should be and it shows.

We have another priority in education and that is community schools. We think that education, the health of citizens, how we live and how we design our city and how we plan our city is directly related. For our part, the City is looking at how we can build strong neighborhoods and communities that can support the schools. Education is critical to our system. Schools have to be successful. The community has to be engaged in every child’s academic success, we know that how we make a liveable city that supports good public education, that’s important to us.

We must continue to coordinate with these various education components so that the private sector recognizes that higher education and common education are being provided. Even with common education, there is not always an understanding of the array of services available: early childhood, community schools, drop-out convention, and workforce re-entry.

Job selection is critical to us, to our future prosperity. We have a list of engineer’s positions at our aeronautical companies that goes wanting. We don’t necessarily have the workforce. We know we need to be visionary in our thinking, we need to get Tulsans into those jobs. If you look at our demographics, for the first time in our history, we have a larger population over 50 than we do under 50. We’re really excited about how this could work for us. We hope some of you are equally enthusiastic about Tulsa and one of you will want to marry us and make this successful.

Q: What about sustainability? It was not mentioned in the RFP.

A: (Pat Treadway) It’s been talked about a lot in our community, we didn’t mean to exclude it. We met with 1500 citizens of our city and we said “Talk to us about the future and what you’d kind of like to achieve.” Lots of people said, “We want to be green. We want to be thinking about the future we should be trying to achieve, not based upon the old model

but some new things.” We’re not sure what that is. It is something that’s on the minds of the public and we’re interested in how our city can move forward in a way that is greener, sensitive to issues and sustainable.

Q: Does the City have an economic development strategy?

A: **(Pat Treadway)** We have a relatively new economic development strategy in our city and you can download that document electronically at the City Council website. It has the marketing criteria that our economic development groups are working towards, and it does merit the fiscal aspects of our city.

Q: Susan Neal talked about education. Whether in fact do you have a close relationship with your school district? Are they involved with the Steering Committee or any of this process?

A: **(Susan Neal)** We have made presentations and engaged the school board. As we go forward, we will welcome your ideas on how to make sure that they are at our table. We did get their thoughts at one of our meetings. We haven’t done anything else with them to date. You are right that is a critical component. We have a new school superintendent.

(Pat Treadway) We have three principal public school districts within our city. If you count every school district that has a small geographic area within our city then its up to about eight. Our education system is complex and we have excellent working relationships everyday with the administration and board in those districts.

Comment: (Pat Treadway) If you have questions please register, please email the questions and we’ll answer. We’ll also make a summary of today’s meeting, what was asked, what was said and we’ll put it on the website. We have hard copies of everyone who was here today which is available here for you to pick up. Thank you very much.



RFP #07-501
Comprehensive Plan Update
City of Tulsa, OK
Questions & Responses
September 19, 2007

Questions were submitted to the City of Tulsa between July 30 and September 19, 2007 to clarify requirements of the above-referenced RFP. This is a summary of all questions and associated answers, as prepared by the Planning Department, City of Tulsa.

Q: As we prepare our approach to the Comprehensive Plan Update, we would like to obtain access to the existing plan and other documents present on the City's secure site as noted in the RFP #07-501.

A: Current Comprehensive Plan and associated documents can be found at the following address: www.incog.org/comp/guidelines.htm

Q: Do you have a comprehensive list of all of the various planning studies and their related websites (if applicable) which need to be considered in developing a comprehensive plan?

A: You can find relevant plan documents at the following locations.
Current Comprehensive Plan: www.incog.org/comp/guidelines.htm
Other Plans: www.planitulsa.org and www.cityoftulsa.org.

Urban Renewal Plans and other revitalization plans:
www.tulsadevelopmentauthority.org

Q: Page 15 of the RFP requested that "The Proposer shall plan for a detailed, publicly accessible, online Geographic Information

System for the City of Tulsa with searchable attribute tables and map layers including: aerial photography, topography, drainage, natural features, soil types, land parcels, streets and paving, transportation infrastructure and statistics, public utilities, building footprints, zoning designations, crime statistics, key geographic landmarks (such as schools, hospitals and churches), and census block demography from census summary files 1 and 3."

Is the City most interested in services to 1) provide data layers for the City's map website, 2) create a website and ArcIMS site or other online web-based map service for the City's use, and/or 3) manage the City's website?

A: We asked for a *plan* for the future; GIS services and implementation of solutions are not to be provided.

Q: Page 9 of the RFP requests 1 bound original and 40 bound copies of the proposal, but only 4 copies on CD-ROM. I'd just like to verify that this is correct, and not a typing error.

A: Quantities as stated in your question as well as in the RFP are correct.

Q: To what extent should updating the zoning ordinance be addressed in this project?

A: We are not expecting you to rewrite the zoning code, or portions of the zoning code, as a part of this effort. We are asking you to be familiar with our existing zoning code, and other development regulations, and to be free to suggest to us how they might be generally modified in the future to help our community implement the Comprehensive Plan.

Another way to say this is on page 9 of the RFP, #9. We are looking to you to help us understand in what ways our development regulations may need to be modified in the future to help us achieve our new Comprehensive Plan, other plans and community goals.

Q: I am seeking clarification on an item in The Comprehensive Plan for the Tulsa Metropolitan Area RFP. It is Section XI - C. It states that the proposal shall plan for a detailed, online, Geographic Information System. Please clarify the intended level of effort. Does this mean that 1) the plan should lay the groundwork for others to do it in the future, 2) the plan should design the software and hardware for such a system or 3) the plan should design, organize and implement such a system?

A: We asked for a plan for the future. The services are not to be provided. Your #1 suggestion is close to what we had in mind.

Q: Follow-up materials from Pre-proposal Meeting. You had discussed posting notes and follow-up information from the meeting on the website; I cannot find any material there. Not sure if there is a different page, or if you were sending that out directly to registered consultants.

A: The notes from the pre-proposal meeting are now posted on the PLANiTULSA website: www.planitulsa.org under **Request for Proposal**.

Q: One of the items specifically mentioned was a list of GIS coverages.

Multiple city department use GIS on an operational basis, but currently, the City of Tulsa does not have an integrated GIS system (centralized hardware/software, procedures and standards, staff, and inter-departmental data management and data sharing agreements.) The Indian Nations Council of Governments (INCOG) provides GIS data and services for member agencies (including the City of Tulsa) at a regional level.

At present, INCOG has GIS data for the following layers: municipal boundaries, Council districts, zoning, land use, subdivision boundaries, cadastral/parcels, police and fire stations, fire protection service areas, watersheds, aerial topography, park and recreational facilities, trails, K-12 school sites and boundaries, hospitals, higher education and tech schools, historic preservation overlay district boundaries, city streets, state highways, interstate highways and ROW, transit routes, rail facilities and ROW, airports, inter-modal ports, sidewalks/trails/paths, libraries, waste management and landfills, and color aerial photos.

As mentioned above, various operational departments within the City of Tulsa also maintain various layers: Public Works (water distribution, storm and sanitary sewers, flood plain boundaries, hydrology); Fire Department (emergency response/911 dispatch); Airport Authority (noise contours).

Q: Existing Plans to Review - is there a way to get to the Neighborhood Plans on-line? Again, I cannot find a link on the site.

A: Existing neighborhood plans are available in a combination of several locations:

www.planitulsa.org, www.cityoftulsa.org under Community Planning
www.incog.org and www.tulsadevelopmentauthority.org
Existing Comprehensive at www.incog.org\comp\guidelines.htm

Q: Does the city have goals for this project for MBE and WBE (or DBE) participation?

A: Through the Building Resources in Developing and Growing Enterprises (BRIDGE) program, introduced on January 30, 2007, the City of Tulsa actively encourages disadvantaged business enterprises (DBE) as partners in local initiatives. No specific participation targets are defined. Please consult the following link for more information about the BRIDGE program.

<http://www.cityoftulsa.org/Community/HumanRights/BRIDGEProgram.asp>

Q: Can the city expand upon the requirements for the creation and maintenance of a website for the comprehensive plan project?

A: A key objective of the comprehensive plan update is to engage as many Tulsans in the process as possible. Proposers might suggest how that could be accomplished, for example, through our own website www.planitulsa.org or other approaches successfully used by the proposing consultants in similar communities.

Q: We understand that Tulsa is evaluating plans to relocate their City Hall, which has the potential to open up several other sites around the city for redevelopment. The city is also looking at redevelopment of other areas along the Arkansas River. Given the array of site-specific project proposals that are being considered, can you comment on the level of specificity expected regarding the comprehensive plan, i.e. general city wide recommendations versus site specific recommendations?

A: It is essential that the update to the Comprehensive Plan address city-wide, long-term planning objectives for the entire corporate limits of the City of Tulsa. Proposers may choose to link ongoing plans and proposals, or by way of example, suggest options for specific locals that might support their recommended approach to comprehensive planning.

Q: Are there any specific requirements or expectations for the contents of the comprehensive plan?

A: As stated in the RFP, specifically within Section IV Scope of Work, pages 6 through 9, Paragraphs A through O.

Q: What do you envision as the role of the Steering Committee in the comprehensive planning process?

A: First, to make a recommendation to the Mayor on a consulting team; additionally, to assist in the oversight of budget, performance measures and processes, and deliverables.

Q: What is the anticipated level of staff contribution and availability in the comprehensive planning process?

A: We are not certain of the eventual evolution and involvement of staff - either City of Tulsa or INCOG - in the comprehensive planning update process. We stand prepared, at the City, to be involved, the extent of which will become evident when proposals are reviewed and a consultant is chosen. We are looking for the right fit! We are committed to be involved, but at this point, we will look for recommended arrangements within the proposals.

Q: What is the current status of the city's GIS data?

A: Multiple city department use GIS on an operational basis, but currently, the City of Tulsa does not have an integrated GIS system (centralized hardware/software, procedures and standards, and inter-departmental data management and data sharing agreements.) The Indian Nations Council of Governments (INCOG) provides GIS data and services for member agencies (including the City of Tulsa) at a regional level.

At present, INCOG has GIS data for the following layers: municipal boundaries, Council districts, zoning, land use, subdivision boundaries, cadastral/parcels, police and fire stations, fire protection service areas, watersheds, aerial topography, park and recreational facilities, trails, K-12 school sites and boundaries, hospitals, higher education and tech schools, historic preservation overlay district boundaries, city streets, state highways, interstate highways and ROW, transit routes, rail facilities and ROW, airports, inter-modal ports, sidewalks/trails/paths, libraries, waste management and landfills, and color aerial photos.

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