Thank you for your interest in the City of St Helena RFP process. Below is a list of questions City staff has received from potential respondents to assist in drafting your response.

1. Can you be specific as to what the expectation of the City is for off-site improvements? I know we discussed the need for sidewalk and curb and gutter, but can you provide any additional information or needs regarding the utility infrastructure including electrical, sewer, and water? Or any other requirements that may exist.

   This is a very broad question, and many of the answers will primarily be driven by the intensity of the proposal, as well as the results of the environmental analysis of the project. For example, the sewer and water lines serving the property could have to be upgraded to provide needed capacity.

   Similarly, the circulation network serving the property could have to be improved through the extension of roads such as Starr Avenue or improvements to Adams Street to accommodate the traffic volumes triggered by the proposed use. Existing sewer line, water line and storm water facility maps have been provided as an attachment to this document to assist with understanding of the existing infrastructure conditions surrounding the RFP properties.

2. Is there an ALTA survey available for the Adams Street parcel?

   Unfortunately, there has not been an ALTA survey prepared for either property.

3. Can any more specific information be provided regarding the City’s needs for the public facilities identified in the RFPs?

   The City expects any public facility proposed will meet the full service needs of a City Hall and/or Police Department building. The City Hall building would ideally include a Council Chamber for meetings (which would be fully wired for audio and visual transmittal) in addition to providing public counter, office and meeting spaces typical of a City Hall facility. The Council Chamber could also provide additional community services or functions when not in use for meetings. The Police Department would need to accommodate a Dispatch Center, in addition to the required two jail cells and a public counter. It is important to note that neither facility would need to accommodate an Emergency Operations Center (EOC), as the City’s Fire Station was built to this specification and is anticipated to continue to serve in this role.

4. The amount of financial information is significant and in some cases, desired to be kept confidential. While it is understood that the City needs to know the financial stability of the firms responding to the RFPs, can the City provide some assurances that this (potentially confidential) information will not be made easily accessible the general public? This could be served by using a third party finance expert to review the requested financial disclosures or by designating the maintenance of the confidentiality of the information in “the public interest”, as defined under the California Public Records Act, Section 6255.

   The City is committed to keeping the financial information for respondents at secure as possible, while also ensuring a complete understanding of the respondent’s financial ability to complete the project as proposed. Respondents are free to propose/request appropriate mechanisms to do so as a component of their response package.