



OFFICE OF THE PURCHASING AGENT

TOWN OF ARLINGTON  
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DATE: September 6, 2019

TO ALL BIDDERS

BID NO. 19-43

SUBJECT: Consulting Services/Economic Analysis of  
Industrial Zoning Districts

**ADDENDUM NO. 1**

TO WHOM IT MAY CONCERN:

With reference to the bid request relative to the above subject, please note the following:

**SEE ATTACHED QUESTIONS & RESPONSES**

**ATTACHED PREBID BRIEFING SIGN IN SHEET**

**ADDENDUM MUST BE ACKNOWLEDGED WITH BID SUBMISSION.**

All other terms, conditions and specifications remain unchanged.

Very truly yours,

Town of Arlington

Domenic R. Lanzillotti  
Purchasing Officer

## Response to Comments

### Briefing Session: Economic Analysis for Industrial Zoning Thursday, August 29, 2019, 9 AM

1. What is the mix of land uses currently in the Industrial Zone?

The Arlington Master Plan describes the uses currently allowed in the Industrial Zones and what is on the ground in these areas.

2. What are the long-term goals for the districts?

The goals for the Industrial Zones are described in the Economic Development chapter of the Master Plan.

3. What is the required community engagement for the proposal?

The RFP identifies the required community engagement, including up to 3 meetings with the Zoning Bylaw Working Group (ZBWG) and the Arlington Redevelopment Board (ARB). Department staff will take on more extensive public outreach including presenting material prepared by the consultant as public forums and at Town Meeting without the consultant's attendance.

4. When does the Zoning Bylaw Working Group meet?

The ZBWG meets monthly on the first Wednesday of each month.

5. The RFP mentions a Town Meeting in 2020. What is the goal?

The Department of Planning and Community Development (DPCD) anticipates presenting this project at a fall town meeting in 2020.

6. What would be the scope of a zoning map amendment associated with this work?

DPCD would consider creating tiered industrial zones. It might not include rezoning an existing area to be Industrial, unless there is an adjacent parcel to existing Industrial Zones that makes more sense to be included in the Industrial Zone.

7. Are there developer projects driving this work?

There are no specific projects driving this work.

8. What is the budget?

The budget is \$60,000 as part of an appropriation from the 2019 Annual Town Meeting.

9. What is the outside timeline?

This project should be completed by the end of 2020.

10. When will a decision be made on the RFP?

We anticipate making a decision before the end of September. The September ZBWG meeting is rescheduled to September 19 in order to provide the ZWBG the opportunity for input on the decision. The Town reserves the right to conduct interviews if needed.

11. Does a complete inventory of all of the uses in the Industrial District need to be completed?

An inventory of uses is available in the Master Plan.

12. Does the consultant need to rely on existing data or will new data need to be collected?

It is likely that a little of both will be necessary. Existing data from the Assessor's Office and from GIS will be available, but this data might need to be ground-truthed.

13. How often does Arlington Redevelopment Board meet?

The ARB meets twice a month, on the first and third Mondays, although sometimes the meeting schedule is adjusted to accommodate holidays.

14. What is the feeling of the community?

There is a desire to preserve existing the tax revenue and create new opportunities for more tax revenue. The Town is largely residential, and there is a desire to make the commercial/industrial uses work for the Town.

15. Are there any uses that have been a sticking point on the residential areas?

Recreational marijuana facilities are allowed by Special Permit within the Industrial District, which might draw some specific opposition. However, DPCD is not aware of any specific use categories that are currently allowed in the industrial/commercial districts that are of concern.

**Note: No questions were received over email prior to the deadline.**

Sign In Sheet – Economic Analysis for Industrial Zoning Districts

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