

**RFQ# 004-25 – The Banks Urban Planning and Design Services**  
Addendum #2

December 30, 2025

To All Registered Vendors:

**#1 Question:** Has Hamilton County/City of Cincinnati approved a budget for these services? Knowing an approved budget will help us develop our team, approach, and schedule. **Budget is pending proposal pricing based on schedule and estimated workload.**

**#2 Question:** The submission format section specifies a Microsoft Word formatted document. If we produce a graphically rich response in InDesign instead of Word, would submitting only a non-editable document (PDF) be acceptable? **Yes**

**#3 Question:** For Block 7 (at the foot of the Roebling Bridge), is the Banks Public Partnership interested in a professional landscape design/public gathering infrastructure for the greenspace surrounding the Sing the Queen City sign? **Not at this time.**

**#4 Question:** Is the City of Cincinnati anticipating making updates to its zoning laws as part of this RFQ, or would that be a separate/future project (if determined appropriate)? **Separate project, if applicable.**

**#5 Question:** What is the anticipated timeline for the Heritage Bank Center replacement study? **Not included in this urban design review.**

**#6 Question:** Can the Banks Public Partnership provide environmental site conditions information on the Heritage Bank Center site to the selected team? **Not included in this urban design review.**

**#7 Question:** Are there any additional areas other than Lots 1, 4, 13, 24, 25, the Ft. Washington Way Decks that are not included in an approved development plan? **No**

**#8 Question:** Appendix A – Forms on page 33 of the RFP does not include any forms. Can you provide any forms that you want us to include in our submittal? **Registration form attached.**

**#9 Question:** Has funding for implementation been identified? **Yes**

**#10 Question:** What entities are represented or who, specifically, is on the Selection Committee? **Representatives from Hamilton County and the City of Cincinnati (The Banks Public Partnership).**

If different, who is on the project's steering committee and what is the project management entity/structure? **Same as #10.**

**#11 Question:** If not on the steering committee, to what extent and how regularly will the stakeholders be involved (Public Parties, sports clubs, arena ownership, active developers, Parks, DOTs, SORTA, TANK, Chamber, residents, the general public, etc)? **The steering committee will be led by the Public Partnership but will communicate with the existing Stakeholders at The Banks.**

**#12 Question:** According to the schedule, Pre-qualified Respondents are to be identified on or around February 12. From the sounds of it, there will be additional stages of vetting prior to selection. Please advise on the anticipated process post identification of Pre-qualified Respondents. **Based on RFQ responses received, a consultant shortlist will be identified and subsequent Urban Design Review cost proposals requested.**

**#13 Question:** What, if any, are there general budget and/or schedule parameters (beyond the one-year time frame identified)? **It is expected that The Banks Urban Design Review will be completed in 2025.**

**#14 Question:** Will developers who are part of the selected team be restricted from participating in development opportunities in the Banks? **No.**

**#15 Question:** Are ongoing design review services beyond Lot 24 for other projects coming out of the planning stage to be included in the response? **Lot 24 Urban Design Review input is requested by March 31, 2025. Lots 1, 13 and 25 Urban Design Review input is requested in subsequent months.**

**#16 Question:** Which City and/or State certification(s) is/are being described on Page 28? **The certification reference on Page 28 pertains to Economic Inclusion (i.e. Small Business Enterprise, Minority-Owned Business Enterprise, Woman-Owned Business Enterprise, Disadvantaged Business Enterprise, etc.).**

**#17 Question:** What is the difference between Project Cost and Budget and Proposed Process, Timelines, and Estimated Costs in the submittal outline? **The “estimate of compensation for your services” (Page 27 Project Schedule and Budget) and “projected costs for preparing this Redevelopment Plan” (Page 28 Proposed Process, Timelines and Estimated Cost) are the**

same. We are requesting a rough-order-of-magnitude cost estimate to accomplish the Project Approach.

**#18 Question:** Will a list be published of interested firms? **Based on responses received on January 27, 2025, a list of responding entities will be available.**

**#19 Question:** Is there a DBE Participation Goal for the project? **In accordance with The Banks Joint City-County Policy, the professional services goal is 10% Small Business Enterprise (SBE).**

**#20 Question:** Please provide a directory of firms eligible to participate as DBE's in the DBE program. **Please refer to the City of Cincinnati's Department of Economic Inclusion SBE/MBE/WBE Directory (<https://www.cincinnati-oh.gov/inclusion/resources-directories/>).**

**#21 Question:** Please provide a directory of firms certified by the City of Cincinnati to participate as SBE's. **Please refer to the City of Cincinnati's Department of Economic Inclusion SBE/MBE/WBE Directory (<https://www.cincinnati-oh.gov/inclusion/resources-directories/>).**

**#22 Question:** What is the project budget? **To be determined, based on the RFQ results received January 27, 2025.**

**#23 Question:** From what sources are these professional services (the project) being funded? **Hamilton County and the City of Cincinnati will provide the consultant funding.**

**#24 Question:** What as-builts, surveys, and/or REVIT models of the current improvements (parking decks, infrastructure, developed parcels, utilities, etc.) are available for use by the selected firm? **Public infrastructure (garage and streetgrid) as-builts can be made available to the selected entity.**

**#25 Question:** Who will be the "client" for the project? Please describe the decision-making and approval process for which the selected firm will follow. **Hamilton County and the City of Cincinnati are the clients. The RFQ selection committee (and the subsequent Urban Design Review submissions review) will be comprised by representatives from both the County and the City.**

**#26 Question:** In the version of the RFQ we received, Appendix A - FORMS is blank. Please provide Appendix A and clarify what forms need to be included in the response. **Answered in #8 above.**

Sincerely,

*Jill Williams*

Jill Williams  
Purchasing Director

