



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

TOWN OF SIMSBURY REQUEST FOR QUALIFICATIONS EAST WEATOGUE HISTORIC DISTRICT HANDBOOK

The following questions were received via email prior to July 25, 2019. They have been answered in the order of receipt.

1. **Can you tell us the budgeted fee for this project?** We would like to see a proposed budget based on your proposed project team, the meetings held (which are outlined in more detail below), and the billable hours necessary to create a high-quality historic handbook.
2. **What format for the online version of the handbook is envisioned by the Commission? Would it be online PDF format that could then be downloaded, or an interactive component to a website?** This has been envisioned as an online PDF that could be downloaded and/or printed.
3. **Approximately how many meetings are anticipated for this effort? Does the Commission anticipate including public informational meetings with district property owners to solicit input for the handbook update?** At a maximum, three to four meetings with the HDC (kick off, one or two progress meetings, plus a presentation of the completed draft) and possibly two public meetings (one meeting, plus a final public presentation).