

**Request for Qualifications for a Consultant Team regarding the
2045 Regional Transportation Plan On-Call Technical Assistance**

Questions and Answers – August 24, 2017

Question # 1: Does the RPCGB envision only selecting one firm for these services or selecting multiple firms?

- **Answer to Question # 1:**

Yes, the RPCGB envisions selecting only one consultant team for the 2045 RTP on-call technical assistance. We recommend that the consultant team be made up of a prime consultant that will then manage their own sub-consultants for the various tasks. The RPCGB will only enter into one contract agreement (with the prime consultant). The sub-contractors to the prime might already be set and detailed in the response to the RFQ, or we realize that the prime consultant that is selected after the RFQ process might wait until the tasks are scoped to then find the sub-consultant(s) that is/are best suited for those tasks. Either way, we intend to select one consulting team, which will consist of the prime consultant and its sub-consultants.

Question # 2: Schedule page - Submission section states “Qualification packages should not exceed 20 pages (excluding attachments), single sided. The total page count listed in the proposal structure table is 18, excluding the required attachments. Please confirm the total number of pages for the statement of qualifications.

- **Answer to Question # 2:** Qualification packages should not exceed 18 pages (excluding attachments), single sided. The “Schedule” page of the RFQ has been updated to reflect this, which is now the same as what is shown on page 5 under the “Qualifications Package Structure.”

Question # 3: We understand that the Qualifications section is limited to 4 pages. May proposers provide brief, additional details about the professional credentials and expertise of the key staff in an appendix outside of the page limit?

- **Answer to Question # 3:** The Project Team Qualifications section is limited to 3 pages, as shown on page 3 and page 5. No, the professional credentials and expertise of the key staff must be contained within the allocated 3 pages.

Question # 4: The RFQ does not appear to require the submittal of a costs information as part of the proposal. Please confirm that no cost proposal is required to be submitted. If cost information is required to be submitted as part of the proposal, is there are a preferred format for the cost information? Assuming that no cost proposal is required at this time, will only the highest ranked proposer be asked to submit a cost proposal? Please advise as to when and how cost information will be evaluated by RPCGB.

- **Answer to Question # 4:** Correct, this RFQ does not require a cost proposal and cost is not a part of the selection or evaluation process of this RFQ. When the highest ranked consultant team / firm is selected and under contract with the RPCGB, then fees for the various Task Orders will be negotiated with the selected consultant team / firm at that later time based on the firm’s approved hourly rate schedule.