

# Request for Qualifications

## On-Call Planning Assistance in the areas of Zoning, Signage and Form-Based Code

### Questions and Answers – May 23, 2018

**Question # 1: We recognize that you are requesting "individual respondents (no teams) who can carry out the services without subcontracting.**

- Zoning
- Signage
- Form-Based Codes."

**However, the RFQ also states that we are required to "provide legal consultation." Does this mean you are looking for firms well-versed in legal constraints and the requirements of zoning codes and subdivision ordinances per statutory law, case law, and State and local legal requirements, or does this mean you are only looking for firms that have in-house attorneys as part of their staff?**

- **Answer to Question # 1:**

Yes, we are looking for firms that are well-versed in legal constraints and the requirements of zoning codes and subdivision ordinances per statutory law, case law, and State and local legal requirements, and yes we do want to make sure that a qualified attorney, either in-house or as a sub-consultant, is on the qualified team. Therefore, we have revised page 1 in the RFQ to allow for consultant teams (prime consultants with sub-consultants).

**"Purpose of this RFQ" now states:**

The RPCGB invites qualified professional planning consultants/firms, individuals or consultant teams (Respondents) having expertise in the following fields to respond to this Request for Qualifications (RFQ):

- Zoning
- Signage
- Form-Based Codes

**Question # 2: Are new joint ventures or LLCs eligible with respect to the 'no teams' guidance?**

- **Answer to Question # 2:**

We have revised page 1 in the RFQ to allow for consultant teams, and therefore new joint ventures or LLCs are now eligible to respond to this RFQ.

**"Purpose of this RFQ" now states:**

The RPCGB invites qualified professional planning consultants/firms, individuals or consultant teams (Respondents) having expertise in the following fields to respond to this Request for Qualifications (RFQ):

- Zoning
- Signage
- Form-Based Codes