



Great Rivers Greenway

REQUEST FOR QUALIFICATIONS FOR 2023-2025 Prequalification List for Planning, Landscape Architecture, Architecture, Engineering and Surveying Services

SUBMITTAL DUE DATE: Monday, October 10, 2022 by 5:00pm CST

SUBMITTAL LOCATION: <https://greatriversgreenway.org/jobs-bids/>
Submit qualifications via .PDF Format Only

QUESTIONS AND RESPONSES

Thank you for your interest in submitting a question regarding the Request for Qualifications (RFQ) for GRG's Prequalification List. Below are the questions received and the responses. GRG staff appreciates your time and effort dedicated to this RFQ.

Question 1: Does the 16-page submittal limit include Exhibit D and template contract?

Response 1: Exhibit D does not count towards the 16-page limit. Also, please note that the template contract (Exhibit C) **does not** need to be signed or included in your submittal.

Question 2: Are the two pages of the signed Exhibit D form included in the 16-page total or are they in addition to the 16-page total?

Response 2: See Response 1.

Question 3: Once firms are on the Prequalification List and GRG staff are sending out an Invitation to Interview to 3 to 5 firms, will the firms know what other firms have been sent invitations?

Response 3: Typically, GRG will provide that information to the firms. There may be instances where that information is not shared, but GRG intends to inform firms as much as possible.

Question 4: The recently released Request for Qualifications contains two documents labelled "Exhibit D": 1) Affidavit of Compliance with Section 285.500; 2) Consultant Procurement Confirmation. My sense is that the second of these is the one to complete and include in the submittal, but I just wanted to confirm this is the case.

Response 4: Yes, that is correct. The first one is part of the contract template.

Question 5: The recently released RFQ notes that descriptions for three recent projects should be included. Is this three total or three per category of services (e.g.

Engineering and Surveying). Our sense is that three is the total number to be included but thought we should confirm.

Response 5: Three total projects is correct.

Question 6: Are the resumes counted in the page count for the RFQ?

Response 6: Yes, they are included in the 16-page total.

Question 7: Who do we address the cover letter to? I have Todd Antoine from a previous submittal. Is that correct?

Response 7: Yes, please address the cover letter to Todd Antoine, Chief of Planning and Projects at Great Rivers Greenway.

Question 8: How do you submit the response? Is it the form below this form? It says via website (link will be provided) - not sure if the link will be different.

Response 8: The link is contained in the email sent to the individual who registered for the RFQ. In that email, there is a link that takes you to the GRG website where you can upload the submittal. Look at the bottom of the page on the GRG website to see the details to upload the submittal.

Question 9: Can you please confirm the maximum number of pages allowed. The RFQ indicated 16 pages, but during the Q&A it was stated that the number of pages was limited to 16 double sided pages (32 Total Digital Pages) not including the required "Exhibit D".

Response 9: 16 pages is the total number of pages allowed for submittals (not including Exhibit D).

Question 10: We will be submitting for the 2023-2025 prequalification list for Planning and Engineering Services. We will include in our submittal information on several specialty subcategories of services that we provide. Does GRG track any particular subcategories of services for use in determining which firms are qualified for a particular project? If so, could those categories be shared so that we can speak to them in our RFQ submittal?

Response 10: GRG does not track specialty subcategories of services. A firm may mention these services in their submittal if they choose to do so.