

QUESTIONS AND ANSWERS – 1 – MASTER PLAN

1. Has there been a recent market study done for the area? If not, is that something you are hoping will be a part of this effort?

A market study for the Town Center District has not been done for this area. It is something that would be Included in this planning process.

2. Could you provide a study area map or description of the study area?

See attached for map.

3. Can you please clarify what you mean by “Services” throughout the RFQ?

- Section II refers to services as restaurants and retail.
- Section III.2.d, “Survey should assess levels of resident satisfaction with the quality and quantity of existing service.” Please clarify which existing service. Does this mean the same service in Section II: restaurant and retail or does this mean municipal service?

Services” in this RFQ should be considered quality of life services including restaurants, retail, grocery, etc.

- And Section III.3 - Level-of-Service Standards: This typically refers to roads. Please clarify LOS Standards for what: businesses? municipal services? roads?

This should be considered public facilities and services including transportation (including pedestrian), parks, solid waste, and other municipal services.

4. Project Team Qualifications and Experience: Do you want 11 relevant projects and references/client contacts? The RFQ calls for five projects, five references, three master plans completed by the project manager with client contact, and “three specific master plans similar in nature” with client contact. Can you please clarify the number as these projects may overlap? Are the two sets of three master plans with contact information in addition to the five projects with references?

A total of no more than five (5) projects, three (3) of which must be master plans, with no more than five (5) references for the project manager. Three (3) master plans similar in nature completed by the firm, not necessarily have to be completed by the project manager. Some overlap on the cited master plans is to be expected.

5. Project Cost: Typically, fees are not considered in an RFQ. Can you please clarify if this is an RFQ or RFP?

This is a Request for Qualifications**

*****Although typically, costs are not included in most RFQ’s; we have requested a “proposal” of costs considering the City’s maximum budget ceiling of \$50,000. The desire is to solicit firms that are able to create a viable plan that falls within that range. The RFQ itself is not based on cost per se, however, we want to make sure that any firm we select has a firm grasp on the City’s funding for this particular project. The intention is to avoid a lengthy selection process.***

As always, the City of Hanahan uses a “best practice” for all its solicitations, unless it is a straight bid request. I hope this helps. (Katherine Farias, Procurement)

See map below:

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