

**RFQ 13-007-05**  
**GREENPRINT CONSORTIUM WORKING GROUP**  
**DUE 09/07/12**

**QUESTIONS AND ANSWERS (ANSWERS IN RED)**

- 1) The Social Equity workgroup description references the assistance of a consultant to "conduct engagement and capacity building and build minority recreational use,"
- a) Is this consultant the master visioning consultant? If not then whom? How and when will they be selected?

No, the consultant referenced here is a consultant hired specifically for conducting capacity building, community engagement, and a public education campaign to build recreational use. The RFP for this consultant is forthcoming. They will be selected through the RFP process, and proposals will be reviewed and scored by a panel. We expect the RFP to be released within the next week and review and scoring to take place in October/November.

- b) In the initial consortium meeting it was mentioned that there would be a study conducted on minority recreational use. Is the phrase above in reference to the study or is it referencing additional work to be done?

The phrase above is in reference to this study. More specifically, it will be a public education campaign.

- 2) Given that the staffing agency for the social equity workgroup is charged with bringing equity into the entire process, is there the possibility of an increase in the \$20,000 fee for staffing this workgroup?

The fee is set at \$20,000 per 12 months for staffing a working group. However, the Social Equity Working Group will not carry to sole charge to bring equity into the entire process. The consultant hired for capacity building, community engagement, recreational use will have a major role in bringing equity into the process.

- 3) Given that the Social Equity workgroup is charged with ensuring outreach and engagement activities from the entire consortium and all workgroups have social equity, will the staffing agency from this workgroup be expected to interact with all of the different groups involved in the project or will this take place through the consortium meetings in some way?

All working group staff, including Social Equity, will interact with other working groups and all members of the Consortium. However, most of this interaction will take place during bimonthly Consortium meeting as member organizations convene to discuss working group activities and the Greenprint plan with the master planning/visioning consultant.

- 4) Is the application limited to 10 pages including letter of reference, resumes, etc? Or are those items counted separately?

Letters of reference and resumes are not required, though we do request names and contact information of at least three references. We request that responses be limited to 10 pages.

- 5) Should the letters of recommendation be included in the RFQ or should they be sent directly to Mr. Fowler?

Letters of recommendation are not necessary to the response. A list of names and contact information for at least three references is sufficient. However, if letters of recommendation are used, please include them with the RFQ

- 6). Does the page limit include letters of recommendation, proof of 501(3)c status, and Living Wage Standard affirmation or are they addenda to the response? What about resumes?

The response is limited to 10 pages; experience and qualifications of staff need to be included, but not necessarily resumes.

- 7) Can the RFQ be submitted electronically? Or will Mr. Fowler really be in his office at 3:59:59 PM Friday?

The RFQ's must be submitted (paper) by 4:00 pm Friday, September 7. Electronic submissions will not be accepted for this RFQ.