

**Long Range Transportation Plan Document Design**  
**RFQ Inquiries**

*Received 12/15/2010*

Q: Will SWRPA provide final copy and visuals for the project or will copy be created by the performing firm and/or will the performing firm be responsible for creating and/or researching visual subject matter?

A: From Attachment A, Scope of Work, 1: “SWRPA will provide the document content, including but not limited to the narrative (approximately 100 pages) and accompanying figures, such as images, charts, graphs, tables, and maps.”

*Received 12/20/2010*

Q: Do you have a budget range allocated for this project?

A: From Section III, Selection Procedures: “The Consultant Selection Team will select the lowest cost responsive/responsible qualified proposal from a firm, consortium, joint venture or team solely on the basis of the written proposals.

*Received 12/21/2010*

Q: Can a vendor bill hourly or for the project? May vendors bill in installments as the project progresses?

A: From Section III, Selection Procedures: “All contracts will be negotiated on a lump sum basis.” Vendors may bill in installments.

*Received 12/31/2010*

Q: Do you require hard copies of the three comparable projects? Or just a verbal description?

A: From Section II, Required Format: “Statement summarizing the experience of the firm and proposed sub-consultants, including: At least 3 examples of comparable projects...” Only a statement is required.

*Received 1/4/2011*

Q: Is there a per page budget you are looking to stay within, or a [price] range?

A: From Section III, Selection Procedures: “The Consultant Selection Team will select the lowest cost responsive/responsible qualified proposal from a firm, consortium, joint venture or team solely on the basis of the written proposals.

*Received 1/4/2011*

Q: What are the details / winning bid for 2007-2035 SWRPA Long Range Transportation Plan?

A: Design and layout of the *2007 – 2035 SWRPA Long Range Transportation Plan* document was done in-house by SWRPA staff. There was no competitive bid.

*Received 1/4/2011*

Q: Will the content provided by SWRPA be in a format conducive to import into document layout without re-typesetting?

A: The document narrative will be provided as Microsoft Word files. Tables and charts will be provided as Microsoft Excel files. Maps can be provided in a variety of formats (.ai, .eps, .tif, .pdf.) Images will be provided in a variety of industry standard formats.

*Received 1/4/2011*

Q: Will the images provided by SWRPA include images for the front cover? and are these to be in addition to an "original graphic" as outlined in the RFP??

A: From Attachment A, scope of work: "the CONSULTANT "will design a document cover that includes an original graphic, which reflects the content of the Long Range Transportation Plan." The cover design is the responsibility of the selected consultant, subject to approval by SWRPA

*Received 1/11/2011*

Q: On page two there is a clause for multiple awards. At what point would this decision be made and based on what criteria?

A: SWRPA reserves the right to assign tasks to the selected consultant at its discretion. Assignment happens subsequent to the selection process.

Correct as of January 11, 2011 – 12.00h