

June 12, 2019

Question and Answers for Planning Consultant RFQ, Economic Consulting Services RFQ, and Environmental Consultant RFQ

1. Question: I am writing with a question regarding the City of Capitola's Request for Qualifications for Technical Economic Consulting Services for Capitola Mall Redevelopment Project. Is it acceptable to submit qualifications for a team involving two firms, or is your preference to hire one firm/advisor?

Answer: You may create a team with individuals from another firm but should have one firm be the lead. The lead will be the main point of contact for the city for tasks and billing.

2. Question: Is FedEx an acceptable delivery service to use?

Answer: FedEx is an acceptable delivery service.

3. Question (regarding Environmental Consulting Service RFQ): Could we provide full resumes in an appendix? If so, how many pages per resume do you prefer?

Answer: We limited the submittal to 10 pages, this would include any appendix. We prefer a brief consultant biography of key team members.

4. Question: Can we submit for two of the RFQs? This question was directed toward the Environmental Consultant and the Planning Consultant.

Answer: We will be considering each RFQ independently, but you are welcome to submit for more than one RFQ.

5. Question: Should the Planning RFQ firm include an architect?

Answer: An architect is not necessary/recommended for the Planning Consultant RFQ. The city has a requirement that large-scale projects undergo design review by a city contracted architect. The city will contract with an architectural firm separate from the current RFQs to review large-scale applications within the city.