



**Questions and Responses for
Subregional Planning Study**

Posted: 9/29/2020

Question	Response
Will any civil engineering work be required on this project or is it strictly a planning study?	It is strictly a planning study. No civil engineering work will be required.
Will any public outreach be required for this project?	Stakeholder involvement is estimated to be 5.0% of the contract. Subarea/corridor planning is estimated to be 95.0% of the contract.
Proposal Content Item 2 lists a 10-page limit with half inch margins and an 11-point font. Do the margin and font requirements apply to all other sections as well? And are there page limits for any other sections? And can captions and graphics have a smaller font?	Minimum font size of 11-point pertains to body text in Proposal Content Item 2. Margin, font requirements and page limits are not stipulated for other Proposal Content Items, but the full proposal should consider the maximum electronic file (PDF) size of 10 MB stated on pg. 1 of the RFP. Smaller font in captions and graphics are permitted, but may not be useful to the Oversight Committee if illegible.
Proposal Content Item 3 requests one paragraph summaries for Key Personnel. Does AAMPO also wish to see a full page resume? If so, would AAMPO like it in this same section or in an Appendix? And will resumes be counted in the page limits?	A full page resume is neither required nor preferred.
Proposal Content Item 5 for experience indicates projects should have been “undertaken” within the past 5 years. Can this include currently ongoing projects?	Yes, Content Item 5 (Related Work) may include descriptions of ongoing projects if related to this Scope of Work.
With regard to Attachment C, does only the prime need to complete this on behalf of the entire team, or does AAMPO wish for each sub to complete the form as well?	Attachment C need only be completed once and by the prime contractor on behalf of the consultant team as a whole, including any subcontractor.
Should Attachment A be included with the Management Plan Section? Or should all attachments be included in an Appendix?	Please include all attachments in an Appendix.
Are we able to use hyperlinks to items outside of the proposal (tools we have created, project websites, YouTube, etc.) in our electronic submittal?	Hyperlinks are permitted, to the extent that they are useful.