

Questions and Answers

Any concerns or questions about the RFQ and selection process, along with the response and answer, can be found below.

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1. Has an estimated fee for the scope of work been disclosed?

Answer: No, it has not.

2. Has a list of desired/ pertinent consultants been disclosed?

Answer: No, they have not.

3. The first submission requirement says that... "A statement of qualifications, no more than three (3) pages in length summarizing the team for this RFQ and relative experience." - Does this refer to the length of a cover letter vs the length of the entire RFQ response.?

Answer: The three (3) page requirement relates to the "statement of qualifications" not the entire RFQ.

4. Was the pre-proposal meeting listed for October 13th required? Who attended? Are there minutes?

Answer: No, the meeting on October 13, 2008 was a staff meeting in the Mayor's Office. No minutes were taken at the meeting.

5. Has the PC solicited other consultants directly on this RFQ? If so, is it possible to know what firms were contacted already or has shown an interests?

Answer: The Planning Commission advertised the RFQ through the American Planning Association (APA), the Planning Commission website, and The Advocate. A list of firms that respond to this RFQ will be posted on the Planning Commission website after December 18, 2008.

6. Would your office be interested in scheduling a pre-proposal meeting with consultants individually?

Answer: The Planning Commission is hosting a question and answer session November 18, from 2:00 – 3:30 PM in the Metropolitan Council Chambers. Information about this meeting can be found on our website, and a list of all questions and answers are posted online as well. Should a firm have questions that are not answered at this meeting, yes we would be willing to meet with firms individually.

7. Agree, Baton Rouge has the potential of becoming one of America's Great Cities, these recognitions help create interests, generate economic sparks and community pride. We've been a part of assisting other communities toward this effort either in creating master plans or redevelopment of their downtowns. Has there been a wide support and backing politically, from business owners and neighborhood communities? Could see a higher interests generated in South and Eastern portions of Baton Rouge, but curious how the Northern and Central sections of town see their potential, particularly along Airline Highway. Each area evokes different images and meanings of all the issues focused for this master plan. Perhaps there is opportunity to change or improve such images and linkages to these different sections of town.

Answer: Yes, very wide and strong support.

8. Understand the master plan does not include the cities of Baker, Central and Zachary, but they do have influence. How would the PC expect these municipalities be coordinated with this plan?

Answer: These cities will be notified and involved through the public meeting process.

9. The RFQ emphasizes local resources and talents to assist in this effort. Does the PC have any particular firms, community groups or participants in mind? Have there been any the PC are comfortable working with or value their input?

Answer: No, not specifically.

10. The public outreach is a very important part of the development of the comprehensive master plan. Is it anticipated public meetings will take place at various sections of the City or be centrally located? What was the public reception, attendance and participation level when the Horizons Plan was in development?

Answer: These meetings will take place all over the City-Parish; we want to provide as broad an opportunity for public participation as possible. Previous efforts were very well attended and received.

11. Does the PC, Metro Council, Mayor-President Kip Holden and both the Administrative and Advisory Committees, have any particular sized firm or consultant they see may have a higher value such as award-winning firms, larger national firm or collaboration of smaller groups and those either located in Baton Rouge or within the vicinity of Louisiana or regionally in the Gulf Coast or further?

Answer: No.

12. What is the source for funding this plan, City-Parish, State or Federal, any particular grant source such as CDBG? Has the PC determined a budget and fee range expecting from responding consultants? Is there an upset amount?

Answer: The Comprehensive Master Plan Update process is fully funded by City-Parish funds. The Mayor-President will negotiate the fees and contracts once the planning consultant has been selected.

13. What is the scope, breadth and depth anticipated for the Health and Human Services Element?

Answer: This Element currently assigns Action Items to State agencies and non-profits (such as DHH and the United Way) for assistance and the provision of services to elderly, disabled, and children. It is anticipated that the Action Items under this Element be expanded to offer a broader range of services, and institute policies that will enhance the City-Parish's ability to serve a greater population.

14. Is it anticipated that the planning consultant will make recommendations as to the structure or organization of City-Parish departments?

Answer: No, restructuring of City-Parish departments is not part of this RFQ.

15. Public education is not currently an Element of the Plan, yet it is listed as a deliverable in the RFQ. How should this be addressed by the consultant?

Answer: Public education should be addressed through policies that foster the creation of new schools where needed, as well as support and broaden the system that exists now. A new Element should also focus on the proper location of new schools, particularly as it pertains to new development and areas of the Parish that are underserved now.

16. How are mass transit and alternative modes of transportation to be integrated into the updated Plan?

Answer: The consultant should ensure that all current transportation plans and models, including those that support mass transit, are integrated and coordinated in the Transportation Element of the updated Plan. Focus should be given to alternative transportation modes, and how they might be supported.

17. Does the Planning Commission encourage the usage of local firms and talent?

Answer: Yes, the Planning Commission encourages all firms to find ways to integrate local talent into their planning team. Local firms are incredible

sources of information regarding the current Horizon Plan and state of development in the City-Parish.