

CAPITOL REGION BICYCLE AND PEDESTRIAN PRIORITY NETWORK PLAN REQUEST FOR QUALIFICATIONS

Addendum #1 April 12, 2024

Questions and Answers

The following is a list of questions received related to the Request for Qualifications for the Capitol Region Bicycle and Pedestrian Priority Network Plan. The deadline for submitting questions was 3:00pm on April 5, 2024.

1. Will we have to do our own printing?

Yes, CRCOG anticipates the consultant will be responsible for printing needs. The number of copies for deliverables specified in the RFP are estimates and potentially could be adjusted based on consultant recommendations and/or providing alternative means of sharing information, i.e. use of QR codes to access certain deliverables digitally.

2. Are the 12 small group municipal meetings in-person, hybrid or virtual?

In-person meetings are helpful, but we recognize that scheduling with 38 towns may necessitate virtual offerings. Per the RFP, we leave the approach of how best to meet with each municipality up to the consultant. For example, CRCOG is anticipating multiple towns could meet in small groups with the consultant and ideally accomplish this in approximately 12 group discussions, however, a consultant could alternatively propose individual virtual meetings with each community.

3. Under Task 2B, regarding content for social media, what will be the frequency of the content needed? Will it be as much as once a month, or is the expectation that it will be dictated by the project progress?

It is anticipated that social media content will be provided at a frequency dictated by the project progress, i.e. after milestone deliverables, engagement opportunities, etc.

4. For Task 2H, how many stakeholder and community ambassador meetings are expected? [an “up to” amount is not provided like the other tasks].

CRCOG staff anticipates up to six (6) of these meetings.