



## **Community Development and Planning**

Recently asked questions/Updates regarding RFP CDP22-01 Town Center LCI Update and Comprehensive Plan Update.

**Note that the time for written questions ended at Noon on Wednesday, August 17, 2022 and this is the last additional question and answer update for this RFP, unless we are able to post a sample contract document.**

**August 4, 2022**

**Update:**

Budget for these services

**Answer:**

The anticipated budget for the LCI update is \$200,000 (\$160,000 from ARC and a \$40,000 match from the City of Norcross).

The Norcross anticipated budget for the Comprehensive Plan update is \$75,000.

Budgets are pending funding by ARC, GDOT and Norcross where applicable.

**August 10, 2022**

**Question:**

Does GDOT DBE qualify as Gwinnett County DBE certification?

**Answer:**

From what I am reading on ARC's documents, they rely on the standards established under the Uniform Certification Program which is administered by GDOT. That UCP uses the certification standards under Subpart D of Part 26 to determine the eligibility of firms to participate as DBE in DOT-assisted contracts. So, if you have that certification from GDOT, that should count. I am confirming with ARC to make sure the info I found is still correct, since

I assume this question has to do with our LCI/Comp Plan RFP currently out. If they tell me anything any different, we will post an update here.

**August 15, 2022**

**Question:**

Do you want the reference form for all firms on our team or just the lead firm?

**Answer:**

Just the lead firm as that firm is the responsible party for the project

**Question:**

Just wanted to confirm that the total amount for the project is \$240,000 (\$200,000 from ARC and \$40,000 Norcross match)?

**Answer:**

LCI is \$200,000 (\$160,000 ARC + \$40,000 Norcross match)

Comp Plan is \$75,000 Norcross funds

**August 17, 2022**

**Question:**

Can you provide a sample contract agreement?

**Answer:**

We still have no contract from ARC, so we do not know if/how the Norcross standard agreement may change as a result of this process. We have contacted our legal department to see if it is possible/appropriate to share the standard Norcross contract that we have previously used in other projects. If we get the ok from legal, a sample standard Norcross contract will be shown on the RFP website before the RFP closes.

**Question:**

Is the E-Verify form required for subconsultants?

**Answer:**

No, only for the primary consultant for purposes of turning in the RFP. It may be required for all firms for the winning proposal at a later date, though.

If yes, is there a subcontractor-specific E-Verify form for this pursuit?

**Question:**

Is the SAVE form required of subconsultants?

**Answer:**

No, only for the primary consultant for purposes of turning in the RFP. It may be required for all firms for the winning proposal at a later date, though.

**Question:**

For the SAVE form, does a copy of the “proof of verification” need to be included in the proposal?

**Answer:**

Yes.

**Question:**

Please confirm a copy of an individual’s driver's license is sufficient “proof of verification” for the SAVE form.

**Answer:**

Yes.

**Question:**

Should the price proposal be included on the flash drive with the proposal, in addition to being in the sealed envelope?

**Answer:**

Yes, and also make sure that the price proposal is adequately identified as such on the flash drive.