

RPA 13 & 18

Comprehensive Safety Action Plan

Request for Qualifications (RFQ)

Answers to Questions Received

- What is the anticipated budget for this effort? The SS4A grant and match showed a total of \$125K.
 - **As procurement for services in this study is being conducted under a request for qualifications (RFQ) process, per 2 CFR 200 and FAR guidelines, the consultant budget of this project is considered confidential and will only be disclosed during contract negotiations, after both the initial qualification evaluation, and an independent cost estimate have been completed. MAPA can confirm that the publicly available grant and match amount posed in this question is correct, and will note that some of these funds may be retained for MAPA staff time to administer and coordinate the grant and associated planning efforts.**
- What is MAPA's intended involvement in task 4.1?
 - **MAPA's role in the coordination of in-person meetings and engagement booths will primarily be to provide support as needed. While MAPA expects to be available to assist with staffing, the consultant will be responsible for the overall planning, coordination, and execution of these in-person activities. It is anticipated that all tasks will be accomplished by the selected consultant/teams.**
- Will interviews have a virtual option?
 - **Yes. If you require a virtual interview option, please let us know following consultant shortlist notifications.**

- Is this accurate with the project area only being in Iowa?
 - **Yes. As indicated in the RFQ, the extent of the study area for this project is the boundaries of Atlantic, Clarinda, Glenwood, Harlan, Missouri Valley, Red Oak, and Shenandoah in RPAs 13 and 18 in the State of Iowa.**

- Do any subconsultants need to be approved as well?
 - **At this time, MAPA requires all consultants, and subconsultants, to provide NDOT proof of consultant certification. MAPA is currently evaluating potential other sources of certification, and will be open to considering other proofs should the NDOT certification process pose a barrier to application. Particularly for Iowa based DBE organizations. Please note that all required assurances outlined in the RFQ (Conflict of interest, SAM registration, proof of insurance, etc.) are also required for all consultants and sub consultants.**

- Will applications with pending NDOT certifications be accepted?
 - **Applications from consultants with pending NDOT consultant certifications will be accepted. MAPA expects certifications to be finalized prior to execution of any contract or agreement with the consultant.**

- Would MAPA consider moving back the submission date to accommodate the holidays?
 - **Given the upcoming holiday schedule, MAPA has agreed to provide an additional calendar week for the development and submission of proposals, extending the deadline from January 7th to January 14th as shown in the updated schedule below. Please note that in order to maintain the current board approval date, this will reduce the total amount of interview preparation time available to shortlisted consultants.**

Activity	Date
RFQ released	Monday November 25, 2024
Deadline for written questions to be submitted	Tuesday December 10, 2024
Responses to written questions posted	Thursday December 12, 2024
Deadline for submittals	Tuesday January 14, 2025
Shortlist notifications	Tuesday January 28, 2025
Consultant interviews	Tuesday, February 18, 2025
Consultant selection notification	Tuesday, February 25, 2025
Project scoping workshop	Tuesday, March 11, 2024
Scope & fee negotiation deadline	Tuesday, March 25, 2025
Agreement finalized	Friday, April 4, 2025
Finance Committee approval	Wednesday, April 16, 2025
MAPA Board approval	Thursday, April 24, 2025
Target project start date	Thursday, May 1, 2025
Contract end date	Friday October 30, 2026