

**PARK CITY MUNICIPAL CORPORATION**

**ADDENDUM 1**

**Request for Statement of Qualifications  
for**

**PLANNING, TRANSPORTATION PLANNING, REAL ESTATE AND ENGINEERING GENERAL  
SERVICES**

**I. GENERAL**

SOQ Due date has been changed to January 10, 2024

<b><u>MILESTONE</u></b>	<b><u>DATE</u></b>
<b><u>RSOQ Solicitation Period*</u></b>	
Issuance of RSOQ	November 29, 2023
Questions Accepted	November 29, 2023 – January 3, 2024, by 5:00 pm (local time)
Final Questions and Responses Published	January 5, 2024
<b>Proposal Due Date</b>	<b>Wednesday, January 10, 2024 – By 4:00 pm (local time)</b>
Selection of Respondents and Executing Contracts	January 22, 2024
Specific Projects Identified and Task Orders Executed through	January 23, 2027 (with the option of extending to January 24, 2029)

**II. QUESTIONS**

**1. QUESTION**

Our firm does not offer all the services listed in the Scope. Is the intent that we submit a proposal that responds to the categories we do specialize in, or would PCMC prefer we form a team that offers all the services listed in the Scope?

**ANSWER**

The primary objective of this RSOQ is to select a pool of qualified consultants to perform planning, land use studies, concept planning and master planning documents. Site design and transportation planning are considered secondary elements. Successful respondents must be capable of assisting PCMC with developing highest and best use scenarios for the various properties owned by the City. Therefore, it is the expectation of PCMS that the prime consultant be a Planning, Engineering, or Landscape Architecture firm with access to transportation planning and real estate consulting professionals. Subconsultant and teaming agreements will be accepted. If the prime chooses to team or engage subconsultants, then they must follow the submittal guidelines outlined in Section 3.0 of this solicitation.

2. **QUESTION**

Do respondents need to address all the elements under Section 2.0, scope of services? Or does the City intend to select consultants for the pool that have specialized expertise in some categories but not all?

**ANSWER**

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3. **QUESTION**

Would you consider extending the due date to January 17 to account for various travel and vacation schedules during the holiday season?

**ANSWER**

PCMC will consider extending the due date

4. **QUESTION**

Would it be acceptable for offerors to propose on individual elements of the Scope of Services in Section 2.0? For example of the service categories Planning, Engineering, Transportation, and Real Estate Development Consulting, would you accept a proposal that offers to provide services in only Real Estate Development Consulting? Or are offerors required to propose on all categories in order to be considered.

**ANSWER**

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5. **QUESTION**

Is the PCMC seeking comprehensive consulting teams that would provide all potential services to meet the needs of all project types, or does it plan to assemble teams from a roster to meet the specific needs of a project?

**ANSWER**

The primary objective of this RSOQ is to select a pool of qualified consultants to perform planning, land use studies, concept planning and master planning documents. Site design and transportation planning are considered secondary elements. Successful respondents must be capable of assisting PCMC with developing highest and best use scenarios for the various properties owned by the City. Therefore, it is the expectation of PCMC that the prime consultant be a Planning, Engineering, or Landscape Architecture firm with access to transportation planning and real estate consulting professionals. Subconsultant and teaming agreements will be accepted. If the prime chooses to team or engage subconsultants, then they must follow the submittal guidelines outlined in Section 3.0 of this solicitation.

6. **QUESTION**

Is there a map or list of properties that would be potential assignments under this contract? Are there any properties that have been identified as near-term priorities for this work?

**ANSWER**

PCMC will prepare a map that identifies many of the parcels. There are several parcels that have been identified for near-term planning and design.

Actions