

TREASURE COAST REGIONAL PLANNING COUNCIL
RFQ No. 2017-01 - REQUEST FOR QUALIFICATIONS (2nd Request)

Technical Assistance for Urban Design and Town Planning Services

The Treasure Coast Regional Planning Council (Council) is seeking to develop a list of qualified consultants to assist in providing urban design and town planning services to its local governments.

All proposals must be submitted to and received by the Urban Design Director prior to 2:00 p.m. on August 15, 2017. **Completed packets should be submitted digitally to Dana Little (dlittle@tcrpc.org) and Liz Gulick (lgulick@tcrpc.org).**

On or after July 10, 2017, interested consultants can obtain the required request for qualification package by contacting: Ms. Liz Gulick at lgulick@tcrpc.org; or by downloading it from Council's website at <http://www.tcrpc.org>. Each submission must specifically identify the proposal is in response to RFQ No. 2017-01. Any cost incurred in the preparation of a response or presentation will be borne by the consultant.

This request for qualifications does not commit the Council to award a contract, or to pay any cost incurred in preparation of a response to this request. Council reserves the right to accept or reject any or all applications received as a result of this request, to negotiate with all qualified sources, or to cancel in part or in its entirety this request for qualifications if such action is in the best interests of the Council.

Council recognizes fair and open competition as a basic tenet of public procurement and encourages participation by minority- and women-owned/managed business enterprises and those businesses with a full-fledged, local office presence. While Council does not award advance standing for such business classifications, the Council requests that minority- and women-owned/managed business enterprises and those with a full-fledged, local office presence submit evidence of such with their applications.

Dana Little
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Treasure Coast Regional Planning Council
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Stuart, FL 34994

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Minimum Submittal Requirements

The Treasure Coast Regional Planning Council (TCRPC) provides technical assistance to local governments in an array of planning, urban design, transportation planning, and city-building capacities. The body of work TCRPC has developed over the course of nearly 30 years epitomizes the principles of traditional and sustainable city planning, is clearly articulated in detailed and graphic designs, and represents a mission-based approach to city planning that is rooted in meaningful public participation. TCRPC is always seeking to expand its broad base of talented professionals that have co-authored hundreds of projects throughout Florida over the years. The required project experience and expectations for Urban Design and Town Planning consultants include:

- Extensive architectural design experience
- Extensive detailed planning experience (at the regional, local, lot and block scale)
- Extensive public design charrette experience
- Illustrative drawing and rendering capabilities
- Form-based Code writing expertise
- GIS experience
- Proficiency in the following programs (at a minimum):
 - AutoCAD, Photoshop, InDesign, Sketch-up, GIS-related products (ESRI), Power Point, Excel

Statement of Qualifications

(Please provide a narrative and/or attachments exhibiting how the applicant meets the project experience and expectations of TCRPC.)

Work Examples

(Please provide work examples illustrating how the applicant meets the project experience and expectations of TCRPC.)

Schedule of Fees

(Please outline individual/firm fee structure based upon an hourly and per diem basis.)