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REQUEST FOR QUALIFICATIONS
Brownfield Redevelopment Consulting Services

***Questions pertaining to the RFQ submitted by 5:00pm on October 24, 2019.
Questions were submitted to Thea Walsh at twalsh@morpc.org with an email entitled
“Questions: Brownfield Redevelopment Program RFQ.”***

Two questions were received by the deadline. Both questions pertained to the following section of the proposal:

F.) Task-oriented Budget

This section shall also provide a full description and breakdown of the expected tasks and associated cost for the project. The proposal shall present a breakdown of hours and expenses by task and by year, the hourly billing rates for team members, and all non-labor expenses expected to be reimbursed this includes all direct labor costs by person or position, overhead costs, non-salary direct costs including any travel time, equipment costs, per diem, printing costs, any fees, subcontractor costs, conversion of data and delivery to MORPC incurred by the consultant. Total cost shall be indicated, as well as an estimated cost per task based on the tasks identified in the work plan...

One answer will be provided in response to both questions below.

Question #1

The writer was concerned that the vague nature of the budgeting request would result in an inability for MORPC to appropriately compare costs from responders. They requested if it was possible for MORPC to clarify the budgeting request by establishing example tasks against which accurate cost models could be prepared?

Question #2

The writer had a question about Section F, Task-oriented Budget. It asks for a breakdown of hours and expenses by task and by year. And goes on to say, Total cost shall be indicated, as well as an estimated cost per task based on the tasked identified in the work plan. However, a work plan is not listed as required in the Request for Qualifications.

Is MORPC looking for typical costs, or range of costs, for expected tasks for this USEPA assessment application? Or expected tasks for other types of USEPA grants or other brownfield grants MORPC may apply for?

Answer

Section F has been re-written to provide a specific example budget for MORPC's review. This will make it clearer for the proposers to respond and easier for MORPC to evaluate.

F.) Task-oriented Budget

1. Provide an example estimated four-year budget for typical costs associated with the award of a Coalition Assessment Grant. Include the anticipated expense of six (6) average assessments to be completed via the coalition grant. Please also include the assumption of one Clean-up Grant award and the development of a Revolving Loan Fund award. For the Clean-up Grant and a Revolving Loan Fund include the costs associated with developing a grant funding application only. Do not add anticipated expenses to execute a Clean-up Grant or Revolving Loan Fund.
2. For the example estimated four-year budget the proposal shall present a breakdown of hours and expenses by task and by year, the hourly billing rates for team members, and all non-labor expenses expected to be reimbursed this includes all direct labor costs by person or position, overhead costs, non-salary direct costs including any travel time, equipment costs, per diem, printing costs, any fees, subcontractor costs, conversion of data and delivery to MORPC incurred by the consultant. Total cost shall be indicated, as well as an estimated cost per task based on the tasks identified.