

Questions received RE: RFP Lackawanna County Recreation and Parks Assessment

1. Page 2, Paragraph 1) - As part of the Recreation Needs Assessment, does the County have any preferences on how “needs data” is collected (e.g. surveys, questionnaires, user interviews, regional recreation trends, etc...). In other words, does the County envision the development and tabulation of a user survey or county-wide sampling of resident opinions or is up to the Proposer to recommend what they feel is the best course of action for the County? – Lackawanna County is looking to the Proposer to recommend the best course of action.
2. Page 4, Hourly Cost and Fee Proposal - Does the County want the Proposer to project fees for each of the individual work tasks that they define in their proposed scope of services as well as for the project management duties related to a set of currently unspecified projects? – Lackawanna County would like projected fees for work tasks in the proposed scope of services as well as projected management duties related to potential projects.
3. Page 4, Paragraph A) – Our organization carries ‘claims based’ professional liability insurance. Based on Paragraph A, does the County want the Proposer to acknowledge as part of their proposal that a Tail Policy will be purchased for the project if the Proposer is awarded the contract? Or is the County expecting that the Proposer purchase the Tail Policy before submitting their proposal and as part of their submission provide evidence of the Tail Policy? – Lackawanna County would like evidence of current insurance carried and acknowledgement that a specific policy would be purchased.
4. What is the funding source? Do we need to follow any grant requirements, such as DCNR Park Rec and Open Space scope of work? – There are no grant funds associated with this request.
5. If no grant funding, is there a budget for the project? – There is currently no fixed budget for this request.
6. We can provide a SOW and fee for the park analysis. However, the design and engineering for specific features in each park cannot truly be identified until the nature of the improvements have been established through the analysis. How do you want consultants to approach this part of the proposal? Are there specific improvements that have been identified at this time? – As stated in the RFP Introduction and Objectives; First Paragraph, *The rationale for the request for proposals is based on projects either contemplated, or in process, including improvements to McDade Park, McDade Park Proposed Pool and Splash Complex and proposed improvements to the entire parks and outdoor recreation systems.*

7. What is the anticipated timeline? – There is not currently any stated timeline for this project completion.
8. Have any public surveys regarding recursion been completed recently? – No
9. Does the County have a comprehensive list of facilities available at each of the four parks? There is information on-line for recreation facilities, but this does not include maintenance facilities that may be located at the parks. If maintenance facilities are not to be included, please let us know. – Maintenance Facilities are not a primary part of this RFP request.
10. Have environmental assessments been completed for these parks, and if so, are there any sensitive habitat areas, or species of concern? - There are no completed environmental assessments for these parks.