



RFP #21-001

RESPONSE TO QUESTIONS

The City of Victor released a Request for Proposal (RFP) on November 2, 2021 to prepare a development impact fee study and capital improvements plan. This document is to provide responses to all questions submitted to the City by the deadline of November 22, 2021. There will be no further question responses.

- The RFP asks that the hard copies of the proposal be submitted in “binder format”. Are spiral bound proposals acceptable in order to meet this requirement?

[Spiral bound proposals are acceptable.](#)

- To my knowledge, the RFP does not explicitly state which services the City is seeking CIPs and impact fees for, but does reference a Teton County Recreation and Public Access Master Plan and a Transportation Plan. Are parks/recreation/trails and transportation the only two CIPs/impact fee analyses the City is pursuing?

[The City’s Comprehensive and Transportation Plans, as well as the Teton County Recreation and Public Access Master Plan should be viewed as primary sources for capital related improvements that should be included in the Capital Improvement Plan. In addition, as stated in the RFP, the City’s Deputy City Administrator and Public Works Director will assist the Consultant in identifying other facilities or system improvements that may be needed to support future growth.](#)

- The RFP asks that we “indicate costs in separate attachments”. Since the RFP is requesting that both hard copies and an electronic copy of the proposal be provided would you like that fee proposal to be included in a separate, sealed envelope or just have a tabbed section of the bound proposal?

[There is no need to provide your fee proposal as a separate attachment. Your fee proposal may be included as a tabbed section in your bound proposal.](#)