

February 27, 2023

Prospective Bidders/Consultants

SUBJECT: Request for Qualifications for the Fort Smith Active Mobility Bicycle and Pedestrian Plan

Frontier Metropolitan Planning Organization (MPO) with its partner, the City of Fort Smith invites the submittal of Requests for Qualifications (RFQs) from qualified firms for.

Instructions and forms used for the preparation of RFQs are included within the Request for Qualifications (RFQ) details. The RFQ schedule is as follows:

Request for Qualifications Published: March 5th, 2023

Pre-RFQ Teleconference/Meeting: March 24th, 2023 1:00 PM CST

Questions Due: March 17th, 2023

RFQ Due: April 13th, 2023

For all questions regarding this RFQ, contact Reese M. Brewer by e-mail at rbrewer@wapdd.org. All questions must be submitted by March 17, 2023. Consultants are responsible for checking the website at: for updates and information regarding RFQ updates and revisions in order to ensure that their <https://www.frontiermpo.org/> .RFQ is complete and responsive. Frontier MPO will post questions and responses on the Frontier MPO website.

In addition to providing information requested in this RFQ, it should be noted that administrative forms along with federal compliance rules must be submitted with the RFQ. Please refer to the Disadvantaged Business Enterprise, Contract Administrative requirements, and other related programs within this RFQ. **In order for your RFQ to be deemed responsive, these documents must be included with your submittal.**

All consultants and subconsultants must be registered in the federal System for Award Management (SAM) at the time RFQs are due.

All RFQs will be evaluated by a committee appointed by Frontier MPO and the City of Fort Smith. The RFQ achieving the highest score in the evaluation will be selected first for negotiation of the contract award with Frontier MPO. The terms of any contract for professional services awarded in conjunction with this RFQ shall be subject to approval of Frontier MPO.

WAIA is an equal opportunity employer.

Reese M. Brewer, Director

Frontier Metropolitan Planning Organization