

WAKULLA COUNTY, FLORIDA

RFQ #WC2007-003

REQUEST FOR QUALIFICATIONS FOR EVALUATION AND APPRAISAL REPORT FOR COMPREHENSIVE PLAN SERVICES

Wakulla County is requesting qualifications from individuals or firms for the preparation of the Evaluation and Appraisal Report for the Wakulla County Comprehensive Plan. The tasks will include update the baseline data, work with the County staff to identify the major accomplishments of the plan and analyze major problems or obstacles. Based upon the finding of the EAR, new or modified goals, objectives, or policies and/or land use plan amendments will be prepared. The EAR will include the following components:

- Review Comprehensive Plan and identify issues
- Update baseline data
- Analyze goals, objectives, and policies
- Recommend actions to address any changes, successes, or shortcomings
- Prepare an Evaluation and Appraisal report for transmittal to DCA
- Coordinate the citizen participation process
- Coordinate with DCA, local staff, and elected officials
- Update all maps supporting the Comprehensive Plan
- Prepare amendments to Comprehensive Plan and facilitate through the approval process at DCA
- Provide document reproductions of professional quality as required, and provide electronic copies of documents

Perform Ancillary services as required to successfully complete the EAR process.

Wakulla County reserves the right to select a firm based solely on the content of the qualifications that are received. Wakulla County reserves the right to reject any and all bids. Wakulla County reserves the right to negotiate with the successful respondent for additional services or materials. Responses will be evaluated using the following criteria:

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| 1. Qualifications of firm, staff and consultants | 25 points |
| 2. Reputation and client references | 20 points |
| 3. Previous work for Wakulla County and quality | 25 points |
| 4. Experience in similar projects | 25 points |
| 5. Claims and litigation history over past 5 years | 5 points |

Respondents shall submit seven (7) originals of their qualifications to Melissa Corbett, Wakulla County Community Development Department, Post Office Box 309, Crawfordville, Florida 32326-01210. Qualifications shall be submitted in sealed packages and marked clearly: "SEALED QUALIFICATIONS FOR RFQ #WC2007-003, no later than 3:00 PM, February 2, 2007"