

July 17, 2026

REQUEST FOR PROPOSALS FOR REGIONAL PLAN OF CONSERVATION & DEVELOPMENT UPDATE

The following questions were submitted to Brendon Dukett, Director of Regional Planning & Municipal Services via the purchasing@scrcog.org email address between and June 18th, 2026, and July 10th, 2026. Please see the answers below to each question.

- 1.) Section 1.4 (Response Deadline) indicates that respondents must include a PowerPoint presentation for the interview process with the electronic proposal submission. However, Section 5.2 (Selection Process) states that only respondents selected for an interview may be invited to participate and that the PowerPoint is submitted as part of this interview process. Could you please confirm whether all proposers are expected to submit the PowerPoint presentation with their proposal, or if the presentation is only required from firms that are shortlisted for interviews?**

All proposers are expected to submit the PowerPoint presentation with their proposal.

- 2.) Can SCRCOG provide more detail about the envisioned public engagement components and clarify which components it will lead vs. the consultant?**

SCRCOG anticipates leading the overall stakeholder coordination and public engagement process for the Regional Plan of Conservation & Development Update. The selected Consultant will support these efforts by preparing technical content, project branding, presentation materials, graphics, mapping, visualizations, surveys, outreach materials, meeting summaries, and other engagement resources necessary to facilitate public and stakeholder participation. The Consultant will be expected to participate in project kickoff meetings, key stakeholder meetings, public workshops, and other major engagement activities, as requested by SCRCOG.

SCRCOG anticipates conducting a substantial portion of the ongoing coordination with member municipalities, committees, partner agencies, and the public, including smaller group meetings and other outreach activities. SCRCOG may also utilize engagement materials developed by the Consultant to conduct additional outreach activities, such as community events or informational tabling, to gather public input throughout the planning

process. The specific engagement strategy, meeting schedule, and division of responsibilities will be finalized collaboratively with the selected Consultant during project initiation.

3.) Does SCRCOG intend to form a steering committee or similar body to oversee the POCD development and process?

Yes. SCRCOG intends to establish a Regional POCD Steering Committee to provide guidance throughout the planning process. The committee is anticipated to include representatives from member municipalities, SCRCOG committees, partner agencies, and other regional stakeholders. The selected Consultant will be expected to support the Steering Committee by preparing meeting materials, technical presentations, and meeting summaries, and by participating in committee meetings as requested by SCRCOG.

4.) How do you see the POCD effort coordinating with the hazard mitigation and open space planning efforts that are subjects of separate RFPs?

The Regional POCD update is intended to serve as the broader overarching long-range planning document for the SCRCOG region. The separate Regional Hazard Mitigation Update (RFP #027-01) and the Regional Open Space & Recreational Trail Inventory Update (RFP #027-03) are independent planning efforts that will proceed concurrently with the Regional POCD update. The selected consultant for the Regional POCD shall coordinate with SCRCOG and incorporate relevant findings, recommendations, mapping, and implementation strategies from those efforts, as appropriate, to ensure consistency among regional plans.

The Regional POCD consultant is not expected to prepare a FEMA-compliant Hazard Mitigation Plan or duplicate technical analyses. Rather, the consultant shall review and integrate recommendations from the planning efforts into the Regional POCD in support of a coordinated regional planning framework. Similarly, the consultant shall coordinate with the Open Space & Recreational Trail Inventory update by incorporating necessary data into the update when appropriate. Though not out for bid currently, the selected consultant will incorporate findings and such from the Metropolitan Transportation Plan update as well.

SCRCOG plans on facilitating coordination among consultants working on these related regional planning initiatives to promote consistency, reduce duplication of effort, and ensure that recommendations across all planning documents are complementary.

Please see the formal addendum issued for any corrections related to the RFP.

- 5.) Can SCRCOG provide more detail on the division of responsibilities between SCRCOG and the Consultant for public engagement activities? For example, who facilitates public meetings, who manages the project website, and who handles logistics for committee meetings?**

Please see Question #2

- 6.) Is there a target number of public meetings, focus groups, or committee meetings?**
7.) Does SCRCOG have a target date for the draft plan or other interim milestones, prior to the June 30th, 2028 deadline?

Draft Deadline: March 2028 for May 2028 regional adoption and June 2028 state adoption. Internal deadlines will be determined during the contract and scoping phase.

- 8.) How many review cycles (SCRCOG, municipal, state agency, public) should the project assume?**

After the draft final plan is presented: SCRCOG, municipalities, SCRCOG, public (with the state acting as a public response), and final SCRCOG.

- 9.) Does SCRCOG have existing GIS data standards, mapping templates, or file format requirements?**

Yes, SCRCOG has existing standards that will be provided when a consultant is contracted and onboard.

- 10.) Section 4.0 (Submission of Responses) references "RFP #027-01: Multi-Jurisdictional Hazard Mitigation Plan Update" as the required label for submissions. Please confirm the correct RFP number/title is: "RFP #027-02: Regional Plan of Conservation and Development Update"**

The correct RFP number/title is: "RFP #027-02: Regional Plan of Conservation and Development Update," and has been reflected based on the issued addendum.