

Addendum 2 04/21/25

RFP 2025- 2025-29 Sports Facilities, Recreation, & Land Development Master Plan
Request for Proposal Evaluation Criteria and Process (Addendum)

This proposal will be evaluated and awarded based on the following criteria:

- Past Performance and Experience in Parks and Recreation related Planning
- Methodology and Project Approach
- Technical Competence

A Committee comprised of four professionals will review each proposal utilizing the above criteria for the basis of making a recommendation.

The Committee may or may not short-list and interview firms based on the conclusions reached during evaluation.

The consultant selected initially will enter into negotiations regarding the project. If an agreed upon cost cannot be reached, the second-place consultant will be contacted to begin negotiations, and so on and so forth.

The requested pricing requested by the firm will be broken down into the following categories:

Utility Plan Development (Existing and Proposed)

\$ _____

Site Surveying & Full Assessment and Associated Deliverables (Existing and Proposed)

\$ _____

Development and Submission of Final Proposed Deliverables

\$ _____

Grand Total \$ _____

The final date for questions regarding this Request for Proposal is May 16th, 2025. The evaluation process will begin on May 27th 2025 upon the opening of sealed proposals.

A proposed cost will not be required in the initial Proposal submitted to Cherokee County on May 27th, 2025; however, project approach should ensure that this type of cost breakdown can be provided.