

Q&A MOVE Initiative RFP

Date: 10-12-2026

1. On-site expectations. The scope includes coordinating/supporting presentations, information sessions, demonstrations, and professional photography/video deliverables. Could you clarify RTA's expectations for the consultant's on-site presence in the tri-county area — e.g., is periodic on-site work expected for stakeholder interviews, presentations, and shoot coordination, with strategy/writing/design work performed remotely? Or does RTA anticipate a more continuous on-site presence during any phase?

Each consultant is responsible for developing their own strategy to address the scope of services listed in the RFP. RPA 8 will not provide direction on how to approach the scope of services.

2. Interviews (December 8–10). If CG Comm is invited to present after preliminary scoring, will interviews be conducted in person in Dubuque, or will a virtual option be available?

The presentation can be held either in person or online. The selected consultant should let the RTA point of contact know which option they prefer.

3. Workers' compensation (Section D.7). As a professional-services consultancy without employees performing physical site work, we anticipate addressing workers' compensation through applicable exemptions or waivers confirmed with our carrier at binding. Is this approach acceptable to RTA, provided all other stated minimums are met and the Certificate of Insurance is delivered prior to contract execution?

We encourage consultants to review the RFP carefully and ensure they meet all requirements. RTA will not provide guidance on how to approach the scope of services. Each consulting group is responsible for developing its own strategy and submitting the documentation required to meet the RFP requirements.