

**Request for Qualifications
Landscape Master Plan
Missouri State University**

In order to evaluate each firm's qualifications, it is asked that you respond to the following in the order presented.

Experience

1. Please describe your firm's experience with landscape master plans.
2. Please describe your firm's experience with university landscape master planning.
3. Please describe your firm's experience with landscape master planning in an urban context.
4. Please describe your firm's experience with providing landscape design services for individual projects.
5. Please describe your firm's experience planning or implementing sustainable landscapes.
6. Please describe your firm's experience with incorporating art into the landscape.
7. If you are proposing to work in association with another firm on this project, please provide detailed information as to the relationship of this affiliation including past experiences working together. Please give examples of work done by the association of firms.
8. Ability to provide implementation budgets.

Ability

The University is looking to contract with a firm by the middle of January 2008. The desire is to have this master plan ready by spring 2008.

Please address the following based on the above information.

1. Does your firm possess the ability to complete the project in the above timetable? What is your firm's current work load?
2. The University will require that materials prepared to be in a format compatible with AutoCAD. Does your firm have the ability to meet this requirement? What version of AutoCAD would be used for this project?
3. Please describe your firm's ability to meet deadlines.
4. Please describe your firm's process for quality control during the design process.
5. Please list the major members of your firm that will be assigned to this project and their duties. In addition, please describe their ability and experience to provide the

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necessary services for this project. This description should be as it relates to this type of project.

Past Performance

1. Provide references that are familiar with your firm's capabilities. These references should be knowledgeable with your firm's ability to meet schedules, control of costs, quality of work, and follow-through during construction and completion of the project. List as many references as you may feel necessary to show your firm's past performance. Please provide names, title of the position they hold, along with the address and phone number of this person. These references may be contacted for further information.

Location

1. How familiar is your firm with the climate, geographical conditions that exist in southwest Missouri region.
2. Is your firm familiar with the City of Springfield zoning ordinance landscape requirements that might affect the design?