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Solicitation Addendum

Addendum No.: 2
Solicitation No.: 20-R074756SAM
Solicitation Title: John H. Marble Park Architectural / Engineering Services
Addendum Date: August 25, 2020
Procurement Contact: Sherri Meier

RFQ 20-R074756SAM is amended as set forth herein. Responses to questions posed by prospective bidders are provided below. This addendum is hereby incorporated in and made a part of RFQ NO. 20-R074756SAM.

REPLACE:

SECTION E ATTACHMENTS, ATTACHMENT A, SCOPE OF SERVICES

Replace Section E Attachments, Attachment A, Scope of Services hereby incorporated into this Addendum No. 2.

QUESTIONS AND RESPONSES:

Q1. Is it possible to find out the firms that attended the pre-proposal meeting?

R1. Due to the non-mandatory nature of the meeting, we do not require participants to register for the Zoom® meetings.

Q2. Will there be public meetings associated with the project, and if so, at what phase?

R2. Two public outreach events will take place. Due to Covid-19 they may or may not be web-based events. Public input will be sought around the 30% and 60% design phases.

Q3. Would like more information to understand any issues associated with the Flood Study. Is there information available indicating what the issues are, and what resolution was reached?

R3. A concern was noted by the former design team that the entire site may be in a flood zone. Property Management is requesting the design team include an Engineer on their team that can analyze existing site conditions and work with Public Works to determine the best resolution to move forward with the project.

Q4. Is there a new Flood Study underway? If so, who is doing the new study and are they eligible for award of this project?

R4. Public Works may be working on a flood study for the adjacent property which may or may not be completed before the project has been designed. Property Management has no other design or engineering firm under contract and the purpose of this RFQ is to seek new A/E services capable of completing the entire design with their own forces.

END OF ADDENDUM

INSTRUCTIONS:

Receipt of this addendum must be acknowledged as instructed in the solicitation document. Failure to acknowledge receipt of this Addendum may result in the response being deemed non-responsive.

AUTHORIZED FOR RELEASE

ATTACHMENT A
SCOPE OF SERVICES

1.01 BACKGROUND INFORMATION

The County is requesting proposals from qualified firms for the provision of Professional Architectural and Engineering Services for the John H. Marble Park Rehabilitation project.

Prior to the issuance of this solicitation, the County began the design process utilizing a continuing services agreement for architecture / engineering services. The Consultant fulfilled the first milestone deliverable of 30% design (Attachment C). Based on the County's interpretation of Florida Statute Section 287.055, it was determined that the remaining design services be solicited through a Request for Qualification.

On April 24, 2020, Willis A. Smith Construction, Inc. was awarded the Construction Manager at Risk John Marble Park Rehabilitation Project. The team awarded the design contract is required to work in concert with the Construction Management team and County staff from design through project completion.

The objective of this solicitation is to provide complete design, complete site and building engineering, permitting and project management services for the John H. Marble Park Rehabilitation project which will be constructed at the following location:

John H. Marble Park
3675 53rd Avenue East
Bradenton, FL 34203

1.02 PROJECT DESCRIPTION

The successful Proposer (hereinafter in this scope referred to as Consultant) shall provide all labor and materials for the design of the John H. Marble Park Rehabilitation project includes but not limited to the following:

1. Sitework: Design and engineering shall include all stormwater design, earthwork, paving, grading, drainage, utility and information technology distribution and extensions, permanent drive, sidewalk, parking, fencing, signage, landscaping and required roadway improvement as directed by the authority having jurisdiction. It is possible that the entire site is in a flood zone and the design team will need to review the existing conditions and work with the Building Department to determine how to

proceed early in the design process. The total area affected by all the proposed development is estimated to be approximately 6.73 acres.

2. Gymnasium: Demolish, remove and replace existing gymnasium. Square footage increases from 13,892 to a square footage that accommodates programming requirements and does not exceed the project budget. Any asbestos abatement requirements are included in the Construction Manager scope of work.

3. Bath House: Demolish and remove bath house.

4. Tennis Courts: Demolish remove and replace existing tennis courts.

5. Facility Retrofit: Expand deck on existing pool deck and construct a picnic pavilion.

6. Pavilion: Construct an ADA compliant pavilion/restroom facility.

7. Parking Lot: Parking lot to be demolished, and reconstructed in a new location. Lot size will be slightly increased to accommodate the facility design/master plan and stormwater improvements.

8. Hurricane Event Shelter: Provide design for hardening of the facility to meet building code standards for the intended use as a storm event facility.

9. Splashpad: Design of a new splash pad

10. Add alternates (to be included at the sole discretion of the County):

- a. Existing Storage Building: Remove and replace the existing storage maintenance building with smaller building.
- b. ~~Existing Tennis Courts: Construct new courts onsite to replace the old courts.~~
- c. ~~Splashpad Design~~

Professional services for design, but is not be limited to, site survey and soil testing as required; necessary permits; civil and service utilities site work; design of the buildings substructure, superstructure, shell (exterior enclosure) and interior; mechanical, plumbing, electrical and security systems, lightning protections, and redundant infrastructure systems include uninterruptible power supply, potable water and wastewater system.

The project shall meet the Department of Justice ADA Standards for Accessible Design and the Florida Building Code 2017, 6th Edition which includes among other sections, the

Florida Swimming Pool Code. This project is located within Manatee County. Water and sewer utilities to this site are provided by Manatee County Utilities Department. Other jurisdiction entities include but not limited to, Southwest Florida Water Management District, State of Florida Department of Environmental Protection, and Manatee County.

Further, the design of the project must be consistent with the architectural style of the surrounding neighborhood and shall be designed to meet the minimum standards established for "Silver" LEED certification, however the County does not intend to pursue such certification. The A/E is required to provide documentation of the LEED Silver design efforts, no tracking or monitoring is required.

1.03 SCOPE OF SERVICES

Consultant shall provide all labor, materials, equipment, supplies and travel to perform design and permitting services to include civil, architectural, mechanical, electrical, and plumbing bidding and construction phase services for the County. The services include project management, coordination, field review, data collection, including subsurface utility engineering (SUE) and surveying, design and permitting for the construction of the John H. Marble Park. Design shall utilize BIM for 3D representation of design work.

1.04 DELIVERABLES

The Consultant shall provide the following deliverables to the County:

1. Project management, coordination, field review, data collection
 - a. Coordinate the project with County Staff during the design of the project as necessary
 - b. Provide monthly progress reports for the duration of the project
 - c. Attend bi-weekly project meetings and provide meeting minutes to the County
 - d. Perform survey, and SUE as necessary of the project site within the project limits
 - e. Conduct a field review of the project to take photos, note field conditions, and verify survey information within the project limits
 - f. Obtain any existing site survey, existing geotechnical report (Attachment F) and any exiting as-builts from the County to incorporate County and franchise utilities information update the existing and concurrent project documents

- g. Submit a design schedule update with each pay invoice.
2. Design and Permitting
- a. Preliminary Design (30%)
 - i. Review and confirm with the County the current 30% (Attachment C and Attachment G) documents suffice for this milestone
 - ii. Provide an updated 30% set of plans and MEP and civil narratives
 - iii. One (1) electronic set of plans in “pdf” format
 - iv. Two (2) 24” x 36” sets of plans
 - b. Intermediate Design (60%)
 - i. One (1) electronic set of plans in “pdf” format
 - ii. Two (2) 24” x 36” sets of plans
 - iii. One (1) electronic set of technical specifications in “pdf” format
 - iv. One (1) hard copy set of technical specifications – double sided printed
 - c. Preliminary Final Design (90%)
 - i. One (1) electronic set of plans in “pdf” format
 - ii. Two (2) 24” X 36” set of plans
 - iii. One (1) electronic set of technical specifications in “pdf” format
 - iv. One (1) hard copy set of technical specifications – double sided printed
 - d. Final Design (100%)
 - i. One (1) electronic set of complete permit documents, energy calculations, etc.
 - ii. Two (2) sets of 24” x 36” of permit plans
 - iii. Two (2) hardcopies of technical specifications – double sided printed
 - iv. One (1) flash drive a “pdf” of the final plans and the base files in AutoCAD “dwg” BIM and text fonts used, Microsoft Word “doc”, and Excel “xls” formats as applicable and plan on technical specifications set in “pdf” format
3. Bid and Construction Phase Services
- a. Bid Phase

- i. Provide ongoing coordination with the County assigned project representative and the Construction Manager throughout each phase of design (30%, 60%, 90%) through construction
- ii. Prepare electronic bid package consisting of plans, necessary permits, book specifications to include measurement and payment sections
- iii. Participate in one (1) pre-bid conference, to be held by the Construction Manager, as the County's design & engineering representative
- iv. Review and provide responses to RFI's and provide amendments to the plans and specifications necessary during the Construction Manager's bidding process and throughout construction completion

b. Construction Phase

- i. Attend bi-weekly progress meetings during the construction phase
- ii. Review monthly pay applications submitted by the Contractor for completeness, make recommendations for payments and provide updated project schedule
- iii. Review and provide responses/approvals for submittals, RFI's, and shop drawings
- iv. Work in concert with the Construction Manager to provide recommendations of changes, as necessary, which may be required within the scope of the project during construction
- v. Conduct a limited number of site visits during construction to observe general construction activities and prepare a one-page narrative on the progress of the work
- vi. Prepare the punch list items to be corrected or completed at the substantial and final completion stages of the work
- vii. Prepare and furnish a final set of reproducible record drawings from the construction contractor's as-builts documents and submit to the County and to permitting agency for final permit clearance. Record drawing deliverable to County would include:
 - 1. One (1) electronic set of record drawings in "pdf" format
 - 2. One (1) set of certified 24" x 36" record drawings;
 - 3. One (1) CD (or flash drive) with record drawing base files, including text fonts, in AutoCAD "dwg" and BIM files.

1.05 GENERAL DUTIES OF THE CONSULTANT

The relationship of the Consultant to the County will be that of a professional consultant, and the Consultant will provide the professional and technical services required under the resulting Agreement in accordance with professional practices and ethical standards. No employer/employee relationships shall be deemed to be established and the consultant, its agents, subcontractors, and employees shall be independent contractors at all times.

It shall be the responsibility of the Consultant to work with the County and apprise it of solutions to problems and the approach or technique to be used towards accomplishment of the County objectives as set forth in this RFQ, which will be made a part of the Agreement upon execution by both parties.

The Consultant shall be responsible for the professional quality, technical accuracy, timely completion, compliance with laws, regulations and rules, and the coordination with all appropriate agencies of all designs, drawings, specifications, reports and other Professional Services provided by the Consultant. If the County, in its sole discretion, determines there are errors, omissions or other deficiencies in the Consultant's designs, drawings, specifications, reports and other services, the Consultant shall, without additional compensation, correct or revise said errors or omissions to the satisfaction of the County.

1.06 ESTIMATED PROJECT COMPLETION DATE

The estimated completion date for the 100% design submittal is 9.5 months from BOCC contract award.

END OF ATTACHMENT A