



MANATEE COUNTY

February 12, 2009

TO: All Interested Proposers

Reference: Request For Proposal # 09-0489BG / Design Build Construction Services for Bennett Park

ADDENDUM # 1

Proposers are hereby notified that this Addendum shall be acknowledged by them within their proposal and shall be made a part of the above named Proposal and Contract Documents.

The following items are issued to add to, modify, and clarify the Proposal and/or Contract Documents. These items shall have the same force and effect as the original Proposal and /or Contract Documents. Proposals are to be submitted on the specified date and shall conform to the additions and revisions listed herein.

1. Attached questions received from interested Proposers and the answers to those questions. **Seven (7) pages.**
2. Page 25 (Proposal Signature Form) of the original RFP shall be deleted and replace with the attached Page 25.
3. Proposers are hereby notified that all Addendums shall be acknowledged on Revised page 25 of the Proposal Signature Form and made a part of the above Named Proposal documents. Proposals submitted without Acknowledgement of any and all Addendums will be considered incomplete.
4. Attached Page 7 of the RFP was inadvertently omitted from the original Solicitation. Insert the attached Page 7.
5. Proposal Due Date and Time remain unchanged: February 17, 2009 at 10:00A.M.

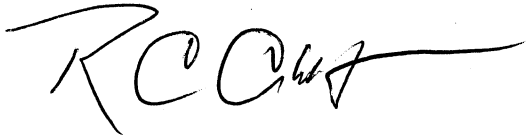
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Financial Management -- Purchasing Division
Suite 803 - 1112 Manatee Avenue West, Bradenton, FL 34205
PHONE: 941.749.3014 * FAX: 941.749.3034
www.mymanatee.org

If you have submitted a proposal prior to receiving this addendum, you may request in writing that your original, sealed proposal be returned to your firm. All sealed Proposals received will be opened on the date stated.

Sincerely,

R.C. "Rob" Cuthbert, C.P.M. CPPO

A handwritten signature in black ink, appearing to read "R.C. Cuthbert". The signature is stylized with a large, sweeping initial "R" and a long horizontal line extending to the right.

Purchasing Manager

The following information represents responses to questions received as of mid-night, February 10, 2009 regarding the Bennett Park Design/Build RFP. Questions/responses are grouped by category.

ADDENDUMS

1. Q: Have any addendums been issued? If so, how can I get copies?

A: Addendum #1 is the only addendum that has been issued to date.

DATE OF SUBMITTAL

1. Q: Is the date of submittal still on February 17th, 2009?

A: Yes, at 10 AM.

2. Q: We respectfully request an extension of time to the proposal due date.

A: No extensions will be granted at this time.

RFP DOCUMENTS

1. Q: Page 7 containing A.13 and A.14 is missing from the posted pdf on the Manatee County Government County website (note: the document was too large to download from demandstar).

A: Page 7 has been attached to this addendum.

RFP SUBMITTALS

1. Q: Page 11 – B.01 – Are both the Designer and Construction Manager required to submit 3 projects each or 3 projects total?

A: If the team has completed three projects together, please submit three (3) projects total. If not, submit three (3) projects from the designer and three (3) from the construction manager for a total of six (6) projects.

2. Q: In what format is the Master Site Plan and the 3D Sketchup Drawings to be submitted?

A: No drawings are required as part of this submittal. The format for all drawings will be agreed to between the County and the selected Design/Build Team following said selection.

COST PROPOSAL

1. Q: What is the Phase 1 project budget?
A: Approximately \$2,500,000 for Phase I.
2. Q: According to section C.01; Evaluation Factors (Page 13):
 - a. Clarify what is required to be part of the cost proposal. Please note that the RFQ does not contain a geotechnical report in order to evaluate the surface structural treatments. Are you strictly looking for design cost proposals?
A: The cost proposal must be all inclusive as written in the RFP; including attachments. You may, at your expense, have a geotechnical report done prior to submitting a cost proposal.
3. Q: As part of the RFQ, is there a requirement to provide a GMP price or estimate of cost?
A: No GMP (Guaranteed Maximum Price) is required at this time.
4. Q: A cost proposal is mentioned on page 15, C.01 Evaluation Factor, but I couldn't find a mention of a cost proposal anywhere else in the RFP. Would you clarify if one is required and explain what information we are required to provide?
A: An estimated cost proposal for all phases of the project is required as part of this submittal. Provide a separate cost proposal for Phase I. Provide a break down of the elements included in the cost proposal.
5. Q: If a cost proposal is required, what is the budget and are we to advise you on how best to spend the money to meet the Phase I elements?
A: A cost proposal, as described in #4 above, is required. No advice on "how best to spend the money to meet Phase I elements" is needed.
7. Q: Page 15 – C.01 There is mention of a cost proposal – Is this required as part of the RFP or is this the next step after the RFP is submitted? We did not see mention of it within Section B.
A: A cost proposal, as described in #4 above, is required.
8. Q: It is stated on page 15 of the RFP that the County is requesting a cost proposal. Should our cost proposal include costs for only Phase 1 of the project or for any future phases?
A: A cost proposal, as described in #4 above, is required.
9. Q: Are you looking for a proposed budget for phase one or all phases of the project?

A: A cost proposal, as described in #4 above, is required.

10. Q: I would like to know if the initial proposal package is going to require a detailed cost estimate be included. The documents do not clearly indicate this, although it does make mention of a schedule of values in the scheduling section.

A: A cost proposal, as described in #4 above, is required.

BID BONDS

1. Q: A bid bond is required in the RFP, how are we to provide this without having a budget number or bid documents to prepare a budget from? As an alternative, would you accept a bid bond letter from the bonding agent that is for a percentage of an estimated budget (yet to be determined)? Please advise.

A: Please provide a bid bond based on the project budget provided herein. Also, provide a Performance & Payment Bond with the submittal.

PRESUBMITTAL MEETING

1. Q: There was no presubmittal meeting mentioned in the RFP. Has one been planned?

A: At this time, no presubmittal meeting is scheduled.

DESIGN/BUILD TEAM

1. Q: Should we present our full team for the project at this time (i.e.: for architectural services, etc.) or just the team for the Phase I elements?

A: Present your "full team" for Phase I.

DESIGN CRITERIA

1. Q: Please clarify E.02 B & C of the Design Criteria – B states Phase I Components, and C states "(Phase I and future phases)" what in paragraph C is phase I.

A: The teams chosen to give presentations in the second round of the selection process shall provide a conceptual master site plan for the entire site; including Phase I and future phases. Phase I components are clearly listed on sheet 18, E.02 B. E.02 C describes the overall design objectives for all phases of the project, including Phase I.

3-D DRAWINGS

1. Q: Please identify the specific or minimum elements that are required in the 3-D renderings.

A: The teams chosen to give presentations in the second round of the selection process shall provide a sufficient number of 3-D drawings to clearly illustrate the conceptual design intent for an audience that does and does not understand 2-D drawings.

2. In reference to section B.03 5 / paragraph 1 of page 13 of the RFP #09-0489BG

“Include 3-D renderings created in Sketch Up computer program or equal for clarity when reviewing the proposed design.”

a. Q: What is the primary goal achieved via 3-D that would not be satisfied in a 2-D drawing?

A: Clarity of design intent.

b. Q: Please state specific ‘views’ of rendered image you are looking for, or is it n overall of the entire site?

A: See answer to #1 above.

c. Q: Are 3-D renderings required?

A: Yes.

d. Q: What is meant by “*or equal for clarity*”? Does this mean an alternate to 3-D by presenting clear 2-D drawings?

A: “...or equal for clarity” means that the teams chosen to provide presentations in the second round of the selection process shall provide 3-D drawings in the same or equal quality as “Sketch Up”, a widely used 3-D computer program. 3-D drawings must accompany the 2-drawings.

e. Q: Would an AutoCAD file be available and produced for the benefit of creating a 3-D rendering? If so, may we obtain it with the responses to these inquiries?

A: No AutoCAD file will be provided for the 3-D drawings.

f. Q: Please confirm that the Specific Design Objectives as per page 19 Section E.02 / C are to be the basis for the program after the team has been selected by the Selection Committee.

A: Correct. The teams chosen to give presentations in the second round of the selection process shall provide a conceptual master site plan for the entire site;

including Phase I and future phases using Section E.02 C as the basis for the program.

3. Q: On Page 13 of the RFP in Section B.03/5 it is unclear if the County is requesting additional renderings in 3-D models as part of the proposal. Are additional renderings and 3-D models to be provided at a later date or as part of this proposal?

A: No 3-D drawings are required as part of the initial proposal. The teams chosen to give presentations in the second round of the selection process shall provide a sufficient number of 3-D drawings to clearly illustrate the conceptual design intent for the entire project site, including Phase I.

DRAWINGS (OTHER THAN 3-D)

1. Q: Do I read it correctly that we would need to submit a master plan, environmental plan, arguments for said along with computer generated Sketch-Up drawings supporting the design?

A: The teams chosen to give presentations in the second round of the selection process shall provide a conceptual master site plan, conceptual environmental education interpretive plan and 3-D drawings to clearly illustrate the conceptual design intent for the entire project site, including Phase I.

2. Q: Would hand drawn plans and sketches work for you since we do not have access to AutoCAD bases (as I understand it)?

A: Hand drawn plans and sketches are acceptable for teams chosen to give presentations in the second round of the selection process. AutoCAD drawings are required for all final plans. Final 3-D sketches may be hand drawn as long as they are reproducible and can be entered into a computer in a pdf and/or jpg format with high resolution.

3. Q: As part of the Design-Build services requested in Section E.02.B, a Master Site Plan is required with all of the Phase 1 Park Components. Should the Master Plan include all of the future elements as well?

A: The teams chosen to give presentations in the second round of the selection process shall provide a conceptual master site plan that includes all phases of park development.

4. Q: If the Master Site Plan is to include future phase park elements, how closely must the Attachment 'D' Conceptual Site Plan be followed? In the design criteria the text refers to placement of park components in specific locations, ie, Section E.02.D.1 mentions locating the ball field complex in the northeast corner of the park, Section E.02.E.1 mentions that the open field area is bordered on the north and south by the to-be-restored wooded wetland fingers and on the west by a pond. If adjustments are made to any of the components, it will affect these locations. The criteria mentions that the ball fields are to be 300' but it appears that they are smaller than that on the conceptual plan. Making

them the required size will require moving and shifting of other components. Is this within the scope of the RFP?

- A: The teams chosen to give presentations in the second round of the selection process shall provide a conceptual master site plan that combines the best design concepts of both Attachment D and Attachment D-1 and/or other design concepts created by the team that adequately address the overall design intent for the park. If, through the design process, the design team discovers a compelling reason to relocate, resize and/or reduce the number of said components, such may be proposed as long as the overall design intent as described in the RFP is maintained.

PERMITTING

1. Q: What level of permitting has been accomplished?

A: No permitting has been accomplished to date.

2. Q: Did the SWFWMD accept the revised wetland JD line?

A: SWFWMD has not accepted, rejected nor officially reviewed the wetland line.

RESTORATION WORK

1. Q: Will phase one (this contract) include the earthwork for the restoration efforts to follow?

A: No.

SELECTION COMMITTEE & RFP EVALUATION

1. Q: Who will be on the selection committee?

A: The selection committee will be known the day proposals are officially opened.

2. According to section C.01; Evaluation Factors (Page 13):

- a. Q: Clarify the basis or points of each evaluation factor.

A: No points are used in the evaluation of submittals.

OTHER

1. Q: Are the members of the Conceptual Design team permitted to bid on this RFP?

A: Yes.

2. In reference to paragraph 1 of page 12 of the RFP #09-0489BG

“Only upon determination that satisfactory responses have been provided to the preceding Minimum Qualifications and Experience, consideration shall be given to the following information:”

- a. Q: Are sections B.02 & B.03 to be submitted at a separate time and in a future RFP only after section B.01 has been reviewed by the County?
A: No. Submit all requested information at the same time.
 - b. Q: Alternatively, are sections B.02 & B.03 to be included in the submitted response to the RFP #09-0489BG along with section B.01?
A: Yes. Submit all requested information at the same time.
 - c. Q: If so, is the intention of the RFP #09-0489BG to produce a recommendation to the combined Conceptual Site Plan and Alternate.
A: Yes.
 - d. Q: Is the intent of this RFP to have drawings in ready format for permit?
A: The chosen design team will be required to provide all necessary drawings and construction documents to obtain permits.
4. Q: Page 12 – B.04 - Manning Level Statement – is the term subcontractors correct or is it subconsultants? Since we will have to bid the project out to subcontractors their qualifications are not usually submitted. However we will have subconsultants on the team underneath the architect.
A: Subcontractors and subconsultants shall be deemed to be one and the same in this RFP. Please provide qualifications for all subcontractors and/or subconsultants who are part of the proposed design team.
5. Q: Who is responsible for paying for the county’s impact fees, permit application fees, and utility hookup fees?
A: Impact fees, permit application fees and utility hook-up fees will be paid by the selected team and be included as a direct reimbursable expense with no contractual mark-up.
6. Q: How long does the County anticipate between construction of Phase 1 and construction of the Future Phases? Will the County start constructing the Future Phases upon completion of Phase 1 or will there be a length of time between the two? If there will be a length of time, how long do you think it will be?
A: There is not set timeline, at this time, for the construction of future phases of the park.

PROPOSAL SIGNATURE FORM
RFP #09-0489BG
Design Build Construction Services for Bennett Park

Firm Name

Mailing Address:

() _____
Telephone Number

City, State, Zip Code

The undersigned attests to his (her, their) authority to submit this proposal and to bind the firm herein named to perform as per agreement. If the firm is selected by the County the undersigned certifies that he/she will negotiate in good faith to establish an agreement to provide Design Build Construction Services for Bennett Park, according to the requirements of this RFP #09-0489BG.

Signature

Witness Signature

Name and Title of Above Signer

Name and Title of Above Signer

Date: _____

Date: _____

Address of any branch office
Proposed to service Manatee County other than above

Name and Title of Firm's Representative & phone number for Manatee County

Phone Number _____

Acknowledgement of Addendum # _____ Dated: _____ 2009

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A.13 CODE OF ETHICS

With respect to this proposal, if any Bidder or Proposer violates or is a party to a violation of the Code of Ethics of Manatee County per Manatee County Purchasing Code Ordinance 08-43, Article 3, Ethics in Public Contracting, and/or the state of Florida per Florida Statutes, Chapter 112, Part III, Code of Ethics for Public Officers and Employees, such Bidder or Proposer may be disqualified from performing the work described in this proposal or from furnishing the goods or services for which the proposal is submitted and shall be further disqualified from submitting any future bids or proposals for work or for goods or services for Manatee County.

The County anticipates that all statements made and materials submitted in a proposal will be truthful. If a bidder or proposer is determined to be untruthful in its proposal or any related presentation, such bidder or proposer may be disqualified from further consideration regarding this Invitation For Bid or Request for Proposal.

A.14 COLLUSION

By offering a submission to this Request for Proposal the Proposer certifies the Proposer has not divulged to, discussed or compared his proposal with other Proposers and has not colluded with any other Proposer or parties to this proposal whatsoever. Also, Proposer certifies, and in the case of a joint proposal, each party thereto certifies, as to their own organization that in connection with this proposal:

- a. any prices and/or data submitted have been arrived at independently, without consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices and/or cost data, with any other Proposer or with any competitor;
- b. any prices and/or cost data quoted for this proposal have not been knowingly disclosed by the Proposer prior to the scheduled opening directly or indirectly to any competitor;
- c. no attempt has been made or will be made by the Proposer to induce any other person or firm to submit or not to submit a proposal for the purpose of restricting competition;
- d. the only person or persons interested in this proposal as principal or principals is/are named therein and that no person other than therein mentioned has any interest in this proposal or in the contract to be entered into; and
- e. no person or agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees.