



**CALL TO FIRMS SPECIALIZING IN THE PLANNING,
DESIGN & ENGINEERING OF PARK AND RECREATION
FACILITIES.**

**PARK DESIGN AND ENGINEERING PROFESSIONAL
SERVICES FOR RECREATION PARK RENOVATION PROJECT.**

RFQ 23-02

This is a Request for Qualifications, not a Request for Proposal.

Question & Answer

Q. Can the hard copy of the RFQ submission be received by the City Clerk after the February 1, 2023 deadline?

A. The hard copy of the RFQ should be received by the February 1, 2023 deadline.

Q. Is there a page limit for the RFQ response?

A. There is no page limit for the RFQ submittals.

Q. Should the cover letter be addressed to you and/or the Office of the City Clerk?

A. The cover letter should be addressed to Aly Mancini, Recreation, Parks and Library Director.

Q. In terms of the discussion today and the wide-ranging needs of Rec Par Renovation Phase One; do you anticipate a proposal with a full consultant team?

For example, a cost estimation, lighting / MEP engineering, irrigation engineering and architecture team member would be necessary to fulfill items 1A to 1F of the visual packet that was distributed today.

A. We are not expecting proposals at this time nor the identification of all potential sub consultants or technical specialties.

Q. Is there a schedule for this project when it comes to completing detailed Design Development and Construction Documents for this Project, when awarded? Additionally, would Construction Administration / Construction Observation be part of this procurement phase?

A. At this time there is no specific schedule for the preparation of engineering and construction documentation for the Phase 1 project. However, it is expected that a schedule will be developed jointly by city and selected team. While construction supervision is not part of this initial phase of work, it is reasonable to assume that the selected team will provide this type of service at the time of Phase 1 implementation.

Q. Please provide any guidance on community engagement / stakeholder engagement, per our site walk today. Understanding that potential outreach will be done with specific stakeholder groups such as teens or various sports leagues, how frequent will these meetings be?

A. The degree and type of stakeholder engagement has not been determined at this time. However, this will be a subject of discussion during the process of negotiating the scope of work and budget with the selected design and engineering team.

Q. Is there a recent topographic site survey of the existing conditions available for potential winning team, or whether a survey team should be included in this proposal

A. The City will collect any plans, studies, reports, surveys, etc. that may be relevant to the Recreation Park project and these materials will be made available to the selected design and engineering team. The need for a survey team or any other technical specialty will be determined at a later date through discussions between city and the selected design and engineering team.

Q. Will onsite water management be a part of this project?

A. Yes, the City currently uses recycled water and irrigation should be included in any plan submissions. Please note that we are not looking for proposal submissions at this time. This is a Request for Qualifications only.

Q. Are there any drainage issues within the park facilities?

A. Yes, the ballfields become flooded when the City experiences rain. The fields retain water due to the topography of Recreation Park.

Q. Does the City have a preference to keep the ball fields where they are?

A. Yes, the City does have a preference to maintain the location of the ballfields.

Q. Is the City open to synthetic turf as an alternative for the ballfields?

A. Please include options for both synthetic turf and natural grass. The Needs Assessment showed that the residents of the City prefer natural grass field spaces. Please include pros and cons for both natural grass and synthetic turf.

Q. How long are the fields closed for rest?

A. All natural grass fields maintain 2 months of rest. When a firm is selected, they will work with City staff, City Council, and members of the Recreation and Parks Commission to make material decisions.

Q. Were Regional Pickleball Tournaments played at the City facilities? Does the City plan on hosting these sorts of events on the future?

A. Yes, and the City would be open to hosting more tournaments in the future.

Q. Is there a mandate for the walking paths to be ADA compliant? At what point would ADA compliance be required?

A. No, there is no mandate to make the walking spaces of the park ADA compliant.

Q. What are the main activities that take place in the park?

A. City programming, sports leagues, and resident recreation are the main activities that take place at Recreation Park.

Q. Are the Racquetball Courts included in the Phase One portion of the project?

A. Yes, the Racquetball Court space is included in the Phase One Recreation Park Improvements project. The space is open to a change in activity as well as restoration.

Q. What are the hours of the Teen Center?

A. The Teen Center is open Monday – Friday 3:00pm-8:00pm and on Saturday 12:00pm-8:00pm.

Q. Is the skatepark accessible from the street (Grand Ave.)? Are there any security concerns?

A. Yes, the skatepark has an entrance on Grand Ave. No, there are no pressing security concerns for the skatepark. The fencing surrounding the space helps with security and safety.

Q. Does the City plan to retain the layout of the Teen Center?

A. Yes, the goal is to maintain an open floorplan for the Teen Center. The inclusion of collapsible walls in the Teen Center is encouraged.

Q. What projects are included in the Phase One Improvements of Recreation Park?

A. Phase One Improvements include renovation of the Teen Plaza including, Teen Center, Basketball Court and Skatepark, renovation of the sports courts, field renovations and updated lighting, replacement of irrigation in Recreation Park, demolition of lawn bowling court, addition of sports courts, picnic plaza, and teen space.

Q. There is an estimated \$5 million - \$8 million for the completion of this project. Is there any room for adjustments within the budget?

A. Council has reviewed the \$5 million – \$8 million budget for this project but the City understands that budgets may change. Please provide accurate estimated quotes for your project.

Q. How is the Teen Center and Recreation Park renovation being funded?

A. This project is funded through the General Fund for the City