FAYETTE County
Create Your Story!

Purchasing Department
140 Stonewall Avenue West, Ste 204
Fayetteville, GA 30214
Phone: 770-305-5420
www.fayettecountyga.gov

December 14, 2021

Subject: RFP #2019-P: Parks & Recreation Multiuse Facility – Architectural & Engineering Services Addendum #1

Gentlemen/Ladies:

Below, please find responses to questions, clarification, or additional information for the above referenced Request for Proposals. You will need to consider this information when preparing your proposal.

1. **Has the county been working with any other firms to develop conceptual drawings or potential floor plans or site work?**
   No.

2. **How will this project be funded? SPLOST?**
   The plan is for this project to be included on the list of projects for the 2022 SPLOST.

3. **Is there a budget you can share for this project?**
   The plan is for the budget to be included on the list of projects for the 2022 SPLOST.

4. **Has a needs assessment been performed? If so, who performed the assessment?**
   No.

5. **Would you be able to give us a range of the construction budget you'd like us to design to?**
   Design the project based on the scope of services and design criteria outlined in the RFP.

6. **How many acres shall the survey include?**
   Allow for 2 -3 acres – exact area will be confirmed

7. **Is private utility locating services (beyond the free 811) required in the surveying scope of work?**
   No – will be by third party.

8. **Will the office of the design firm be expected to host any "Public Meetings"?**
   Yes. Plan on two public meetings and one Board of Commissioner presentation.

9. **Will the playground equipment selection be included as part of the design?**
   No – by a third party.

10. **Will the selection of picnic area furnishings be included as part of the design?**
    No.

11. **Will the selection of outdoor patio area furnishings be included as part of the design?**
    No.

12. **Will the landscaping be limited to "foundation plantings" or are there other existing areas connected to the new building that need to be included?**
    Landscaping limited to the immediate area around the new building.

13. **Is irrigation and or irrigation design required?**
    No.

14. **Is any exterior signage such as wayfinding signage design required?**
    No way finding signage – just normal building signage such as building name and interior signage.

15. **Will the public survey be required to be printed and mailed at the cost design firm?**
    The scope of this is yet to be determined – for the purposes of the RFP assume that it will be completed on-line.

16. **Will the public survey be a digital format?**
    Yes – this will probably be the most likely format.

17. **Are hard copies of any documents required?**
    Hard copies of plans will be required at each design stage.

18. **Shall all printing costs for hard copies of images, renderings, presentation boards, and client copies of project manuals and construction documents be covered under the not to exceed "reimbursables"?**
    Yes.

19. **30% of a firm's score is determined by proposed price. Will the cost of reimbursables, survey, and geotechnical soil evaluation be included in determining the firm's score?**
    Yes. Please refer to the Fees & Hourly Rate Schedule in the RFP.

20. **The RFP mentions to provide 8 boring holes. Can you please confirm the depth?**
    No this will be determined by soil conditions that are encountered.

21. **Assuming the new building footprint will be overlapping on the existing building, we'll need to include a bore hole near the proximity of the existing building. Not knowing the locations of the utilities surrounding the building, a private utility locator company will need to be employed. Do you want us to include this service as part of the scope of work or will the county hire this separately?**
    See answer to Question 7.

22. **Is the existing building be demolished?**
    Yes, as is the small white building behind this one.

23. **Do we need to include the demolition in our proposal?**
    Yes.

24. **Is the existing building on a sewer system?**
    It is currently on a septic system, but we hope to connect into the City of Fayetteville sewer system.

25. **What is your expectation regarding the public survey?**
    Asking for Public feedback on type of facilities and the presentation of various concept designs for feedback.

26. **Are we required to address any requirements for interim offices?**
    No.

27. **Are we expected to provide the geotechnical and topography?**
    Yes.

28. **Does a topography survey of the entire site exist? If so, can we have access to it?**
    Yes – it will be made available to the successful A&E firm.

29. **Do you expect the geotechnical to include testing?**
    Material testing and inspections to be carried out by a third party.

30. **Is A/V and security included in our design?**
    Yes, but very limited – any major AV and Security installations will be a third party design.

31. **Do you want construction administration and management included in the proposal?**
    Contract Administration shall be included. Not Construction Management.

32. **Will the population served include senior citizens, children, and adults (basically everyone)?**
    Yes – a mix of demographics will use the facility.

33. **Can you describe the selection process?**
    The selection process is described in the RFP.

34. **Do you need LEED certification?**
    No

35. **Do we need to follow the minimum code for ASHRAE?**
    The building should meet all current building codes.

36. **Are any fields included in the RFP or is just the building?**
    Just the building.

37. **What is the delivery method?**
    Assume Design/Bid/Build but other methods may be considered.

38. **Are there any known hazards in the building?**
    Not that we are aware of.

39. **Do we need to provide a GC recommendation in the proposal?**
    No.

40. **When is the SPLOST vote?**
    November 2022.

41. **What is the timeframe for the award?**
    Appointment subject to approval by the Board of Commissioners – hopefully by end of March 2022.

42. **Do we include civil engineering in the proposal?**
    Yes – civil engineering should be included.

43. **Is the civil review process through the County?**
    Yes – it is a County building not City of Fayetteville.

44. **Is Patriots Park included in the site?**
    No.

45. **Is A&E services a line item in the CIP fund?**
    For a full response, please seen Number 47 below.

46. **Do you want us to detail the pricing for each phase of the project or do you only want to see a lump sum for each phase?**
    Each phase should show the detail for Architectural and Engineering fees and any other sub-consultants.

47. **At the pre-proposal meeting, it was mentioned that the budget for the design services could be found in the CIP. When we go online, we see last year's CIP, but can't find the one for this year. Also, from the details of past years' CIPs, we see general totals for various departments, hinting that there might not be detailed information that would outline a specific project budget for this project in this year's CIP. Would you be able to share the CIP for this year that covers this design project, and if it contains this project, show the detail outlining this design project budget?**
    As stated at the pre-construction conference of December 7, 2021, it is planned to include funds for construction of the multi-purpose building in the upcoming Special Local Option Sales Tax (SPLOST) if passed. Funding for architectural and engineering services were provided from the county's General Fund as a Capital Improvement Project (CIP) in the Fiscal Year 2021 budget.

    Since CIP projects often take more than one year to complete, budgeted funds do not expire at the end of a fiscal year. The CIP remains active, and the funds carry over to the next fiscal year without the need to re-budget, until the project is completed. For this reason, you will not see them in subsequent years' budgets.

    CIP projects are essentially one-time efforts (as opposed to on-going operations). Therefore, CIP budgets are not broken down into line-item details or otherwise sub-divided. If you look at the county's CIP budget, you will see only a single line-item for the project.

    It is the county's practice, as a general rule, to not give out the budgeted amounts when we request bids or proposals in the absence of special circumstances. However, certain information is available on the county's website for anyone who wishes to access it.

48. **Can you please confirm the number of anticipated meetings we need to take into account within our proposal? It was mentioned at the pre-proposal meeting, 2-3 meetings should be accounted for during the initial programming and design, though it wasn't clear if these were separate from the two meetings mentioned in the RFP. The first meeting for the Recreation Committee and the second for the presentation to the County Board of Commissioners.**
Please refer to #8.

49. **Can you please confirm if an Environmental Phase One should be included as part of the scope of work?**
No – a Phase 1 study is not required.

50. **Can you please confirm if we need to provide a line item for permit coordination as part of the fee schedule?**
No – include as part of Contract Administration.

51. **Will irrigation plans be required?**
No.

52. **Are there any specific program elements planned for the Outdoor patio / picnic area / playground?**
To be determined as part of the programming exercise and public consultation.

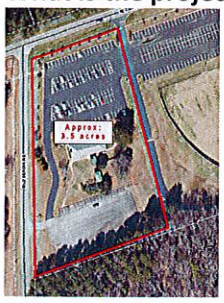
53. **How many square feet will be available for the Outdoor patio / picnic area / playground?**
Unknown as this point.

54. **Will an outdoor lighting plan be needed? We can provide lighting design and photometric studies if needed**
To be determined once a concept design is agreed.

55. **Is the *rear* parking area expected to remain or will it need to be resurfaced and restriped?**
Depends on the footprint of the new building.

56. **Will there be any programming for an Indoor or Outdoor pool?**
Unknown at this point.

57. **What is the project site boundary?**



58. **What is the acreage of this site?**
The estimated area is approximate 3.5 acres, but responders are responsible to obtaining their own measurements.

59. **Is FF&E included in the scope of work?**
No FF&E will be a separate contract

60. Is low voltage design part of the scope of work?
See Question 30

Received by (Name): _____ Company_____

Note: If this addendum is not returned to the Fayette County Purchasing Department or if it is returned not signed, responding individuals, companies or other organizations will still be responsible for the requirements of this addendum and the specifications or changes herein.

The opening date for this RFP has not changed. **The opening time and date are 3:00 p.m., Tuesday, December 21, 2021.** Proposals must be received by the Purchasing Department at the address above, Suite 204, at or before the opening date and time.

The deadline for inquiries has passed, so the Purchasing Department will not be able to accept any additional questions after this time.

If you have questions, please contact Natasha Duggan, Contract Administrator at (770) 305-5150, fax (770) 719-5534 or email at nduggan@fayettecountyga.gov.

Sincerely,

Ted L. Burgess
Director of Purchasing