

# Answers to Questions 2

## Professional Design Services for Aquatic and Recreation Facilities

May 3, 2023

### Questions:

1. RFP defines scope to include multiple concepts for each of the 4 locations followed by two "Community Preferred Options" for each of the 4 locations. The Community Engagement Report includes two programming concepts for each location. Is the intent of this RFP to build upon the conclusions of the Community Engagement Report, or to develop new and different concepts for each location?
  - a. The Community Engagement Process was completed to gather feedback from park users and identify what the residents would like to see in new or replaced facilities. The concepts developed as part of the process were simply a way to illustrate how the ideas learned from the process could fit on the site. Designers should take into consideration the information and priorities identified from the Community Engagement process, but not be concerned about the spatial layout shown in the concepts. The intent of phase 1 is to conduct a new and thorough master planning process for each proposed site.
2. RFP Scope defines expectations for Preliminary Financial Study. Are Financial Studies desired for each of the eight "Community Preferred Options"?
  - a. The Financial Study will only be required for the final concept for each location. (See Addendum 1)
3. Were financial studies completed as part of the services provided by Pros Consulting? If so, is this information available for review?
  - a. No, we did not complete any financial studies with the Community Engagement process.
4. Is the City's intent to operate each facility, or does the City anticipate hiring an Aquatics Management firm for operation of the Aquatic Centers?
  - a. It is the City's intent to operate each facility.
5. Is the City's intent to hire one Consultant Team for all four sites?
  - a. The City will evaluate the proposals for each site separately.
6. Should the contract fee amount for each site be presented as Lump Sums or Estimated Time & Expense Not to Exceed Amounts?
  - a. As stated in Section 3.09 - "The fee shall include an itemized estimation of hours by discipline and a total, not to exceed, lump sum design fee for Phase 1."
7. Are further public input/community engagement meetings anticipated in the proposed scope of services? If yes, how many?
  - a. Yes, we do anticipate continued public engagement. The type and quantity of public meeting(s) and neighborhood touchpoints is up to the proposer and should be reflected in the project approach.
8. Is the scope of services limited to Aquatic components (demolition, pool areas, related buildings, related site improvements)? Please provide further project scope definition if additional park improvements are to be addressed.
  - a. The master planning process will be a comprehensive look at the entire park and will include the ultimate build-out of the communities' vision for each site. The driving factor for each location is a new or replacement aquatic facilities, but the design team should explore any and all required support facilities and potential park elements to compliment the user experience.

9. Please describe what are you looking for in the environmental impact study/assessment. Hazardous materials testing for the existing buildings? Wildlife and vegetation impacts to the existing parks? The desired outcome can greatly effect the fee we are proposing.
- We are asking for the design team to have a baseline understanding of what potential environmental issues could have an impact on future development for each site, and make a recommendation for future services in phase 2.
10. Are you looking for a full traffic impact study or simple analysis?
- A formal traffic study will not be required for Phase I, but the design team needs to investigate the existing traffic patterns, pedestrian and vehicular, and evaluate how the proposed improvements will impact traffic.
11. Do you want all 7 copies to be marked original or just one?
- Just one copy needs to be marked original. (See addendum 1)
12. On page 15, preliminary design is noted in the proposal section, is this the same as the scope of services through Phase 1?
- Yes, See addendum 1 for clarification.
13. Is it the City's intention to hire one consultant for multiple projects or a different consultant for each project? Winning one project versus two could impact the overall schedule and fee.
- The City will evaluate the proposals for each site separately and contract terms will be finalized upon award.
14. Is the page limit 24 printed pages so a double sided page would count as one page?
- Yes, a double-sided page counts as one page. See 3.01.
15. May covers, dividers, and table of contents be excluded from the page limit? What about addendums?
- No. Covers, dividers, and table of contents are included in the page count. Addendums should be signed and included in the response, but are exempt from the page limit.
16. Due to the nature of a PO Box, only USPS can deliver. With the unpredictability of USPS would the City accept a personal delivery? If so, to which address?
- Yes, personal delivery and mail delivery by all major carriers is accepted at the City of Sioux Falls City Hall, Ground Floor, 224 West Ninth Street, Sioux Falls, SD 57104. This physical address and the one listed in Section 1.04 are acceptable for mail delivery. They are the same location.
17. Keeping in mind the City's desire for brevity, may resumes be exempt from page limit? We often like to showcase full page resumes to highlight our depth of experience, but this could take a significant portion of the 24 page limit.
- No. See section 3.01.
18. We had a little bit of confusion about the desired content for sections 3.04 and 3.05. It seems that section 3.05 is also asking about Team Members and not project qualifications, experience and references as stated in the heading. Would it be okay to combine 3.05 into 3.04? If these are intended to be different sections, what project qualifications, experience, and references are you seeking in 3.05 that is different from what is requested for 3.06 and 3.07?
- Yes. It is proposers' decision how to best illustrate the knowledge and experience of your team members.
19. Page 2 requests a single PDF, but the hard copy requests the fee in a separate envelope. Would you like the fee as a separate PDF on the USB?
- Yes, see addendum 1.

20. Please describe what you mean by “understanding of the project throughout the entire project” on page 16 item 3.03-4 in “Explain why your understanding of the project is important to the City throughout the entire project.”
- a. We are looking for design teams that have knowledge and relative experience in all areas of design and construction administration for each specific location. We are looking for teams that can handle projects from the initial Master Planning phase through final construction.