



BARROW COUNTY
Georgia

Request for Qualification-Based Proposals RFQP2018-25 Victor Lord Park Expansion – Architectural/Engineering Services ADDENDUM No. 1

Date: March 21, 2018

The Following changes, additions, deletions, clarifications, or corrections shall become part of the Request for Proposal documents. All other terms, specifications, and conditions remain the same.

QUESTIONS AND ANSWERS

Q1: We see in Attachment A of the rfp for Victor Lord Park, a site plan. It says "conceptual design plan", but we can see that the design is much more detailed than a concept plan. It looks like it has been fully engineered. Can you tell us which firm may have designed the layout, grading, etc., and if they have already prepared engineering plans for the park, and if so, does the County still intend to involve them in the project in some way?

Q1 Response: We are not at liberty to disclose the name of the firm whom provided previous services to develop the enclosed Conceptual Site Plan shown in Attachment A. As outlined within the RFQP, Attachment A Site Plan and Listed Program Elements are part of a Conceptual Design. Meaning, the selected A/E will utilize this as a basis of starting their design effort but not be completely held to it if they see means of improvement. The Only A/E that will be involved with this project is that one selected and awarded the contract.

Q2: Related to that (Question 1 above), did the previous design consultant help establish the construction budget? If so, can you issue a more detailed breakdown of the cost estimate that was prepared to determine the budget?

Q2 Response: Yes, the previous A/E did assist in the establishment of construction budget like the one shown in this RFQP. No, we are not at liberty to issue a detailed budget since elements within that budget have been changed over time to get to where we are today.

Q3: Attachment A illustrates the "Conceptual Design Plan". Who prepared the Conceptual Design Plan?

Q3 Response: Refer to Q1 Response

Q4: This RFQP is being solicited by Barrow County for the Expansion of Victor Lord Park; the current Park and the Expansion are sited on land that is part of Yargo State Park; does Barrow County have permit purview for the Victor Lord Park?

Q4 Response: Barrow County has oversight of property due to conditions in lease. Barrow County's lease allows construction as they seem fit to do so. EPD will review ESC plans since this is a County project. All other permits will follow normal Barrow County processes.



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Q5: Page 6, Item A.3. – Our financial institution would not have access to the data required to calculate the required information. Would a signed statement from our company's CFO be sufficient?

Q5 Response: Request as written in RFQP stands. You may submit a Letter from your CPA on their letter head if that helps.

Q6: Page 7, Item A.6 – Do our client references need to fill out the Attachment C Reference Survey Form AND also provide a written statement?

Q6 Response: Yes. For at least Two (2) Reference Projects, we need both the Survey and a Written Statement (Letter)

Q7: Within the 50-page limit, are any of the following **excluded**: Cover Sheet, Cover Letter, Table of Contents, Tabs, Contractor/Subcontractor Affidavits?

Q7 Response: As stated within the RFQP; Individual Tabs, Contractor/Subcontractor Affidavits, nor Executed Agreement count within the 50-page limit.

Q8: Under Exhibit "C," Pre-Design Phase Services, Pre-Contractual Services – What specifically is required under A.5 (Topographic Surveying) and A.6 (Geotechnical Borings)? Is the Consultant required to perform these services prior to a contract?

Q8 Response:

Q8.1 Topographic Surveying

- To be provided as part of the Pre-Design Phase.
- Includes the entire property as outlined by **Green Boundary line** shown on **Attachment A – Conceptual Design Plan**.
- Refer to **Attachment A – Boundary and Ground Run Topographic Survey Specifications** for detailed scope of work.

Q8.2 Geotechnical Borings The following illustrates the minimal services necessary.

- Preliminary Geotechnical Evaluation Scope of Services (*services to be provided during Pre-Design Phase*)

- The Purpose of your geotechnical evaluation services will be to initially explore subsurface conditions at the site to provide general descriptions of the subsurface soil conditions at the locations explored, discuss general geotechnical recommendations as they relate to your proposed development of the site, and as the limited data allows, comment on potential preliminary grading and foundation design recommendations including a preliminary design bearing pressure range and preliminary seismic site class.
- Generally, includes; Field Exploration, Infiltration Rate Testing, and Engineering Analysis and Reporting



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- **For Pricing purposes; carry fees for 38 borings and proposed depths as indicated on the Attachment A – Conceptual Design Plan**

- Final Geotechnical Evaluation Scope of Services

- Services to be provided during Design Phase as found to be necessary by Architectural/Engineering Team.
- Generally, includes additional; Field Exploration, Infiltration Rate Testing, and Engineering Analysis and Reporting.

Q9: For Victor Lord Park, and at the high school sites, the rfp says we are to provide topographic surveys. So that everyone is pricing the same thing, can you tell us how many acres of topographic survey we should provide? It's difficult to tell whether or not we need to provide any offsite surveying to connect sewers or other utilities, or the exact limits of the survey from the concept plans.

Q9 Response: Refer to Q8.1 response and **Attachment A – Boundary and Ground Run Topographic Survey Specifications**

Q10: Similarly, the rfp asks for geotechnical borings. It appears from the existing plan in the rfp, that some degree of borings have already been performed. Can you tell us if that is the case, and if we'll have access to them? It would save quite a bit of money if we don't have to repeat borings that may already exist. If a previous boring report does not exist, can you tell us how many borings you would like as part of the new effort? We can price a limited number in order to meet the minimum requirement, but the more we perform, the better the data is we have to work with, and thus the more accurate the budgeting effort for grading.

Q10 Response: No Geotechnical data currently exists for the proposed expansion of this park. Refer to Q8.2 response for answers to the other parts of this question.

Q11: “Exhibit C - Pre-Design Phase Service – A. Pre-Contractual Services” indicates that the designated A/E should complete task A.1 through A.6 prior to the execution of an agreement or contract. It appears that the RFP is directing the designated consultant to complete a set of costly professional task that carry liability without contract or guarantee of payment. Please clarify.

Q11 Response: “A. Pre-Contractual” is being stricken and changed to be “A. Pre-Design” to match the Header.

ADDITIONAL INFORMATION:

Refer to Attached Documents that Supplement the Request for Proposal form as follows:

- **ATTACHMENT A – BOUNDARY AND GROUND RUN TOPOGRAPHIC SURVEY SPECIFICATIONS**

ATTACHMENT A

Addendum No. 1

RFQP2018-25 Victor Lord Park Expansion – Architectural/Engineering Services BOUNDARY AND GROUND RUN TOPOGRAPHIC SURVEY SPECIFICATIONS

1. BOUNDARY SURVEY

- a. Property lines including, angles, distances, bearings (including reference or basis). Provide bearing and distance to nearest County or Municipal Monument. Coordinates shall be tied to state plane coordinate system GA West Zone.
- b. Identify all monuments at property corners. Where no monument exists set permanent iron pin or other suitable permanent monument at property corners. Mark with wooden stake and flag. State on boundary survey whether corner monuments were found or set and describe each.
- c. Legal Description Confirm or furnish a legal description which conforms to the Record Title Boundaries. Prior to making this survey, the Surveyor shall, insofar as possible acquire data including, but not limited to, deeds, maps, certificates or abstracts of title, section line and other boundary line locations in the vicinity.
- d. Reconcile or explain any discrepancies between the survey and the recorded legal description.
- e. Surveyor's Certification and Seal (On all deliverables) and signature
- f. Recordable plat with references and date of survey
- g. Show recorded or otherwise known easements and rights of way (include owner) and Conveyance of Access Rights
- h. Note prescriptive rights of way and the nature of each.
- i. Show and describe any encroachments (including aerial) either way across property lines
- j. All adjacent property owners.
- k. Zoning of Site and all adjacent properties
- l. Tax Map and Parcel Identification
- m. Required Front, Side & Rear Building Setback Lines
- n. Required Zoning Buffer Widths and Type

2. STREETS, SIDEWALKS, DRIVEWAYS, & PAVED AREAS (INCLUDING R.O.W.)

- a. Names – **Identify as public or private and identify jurisdiction owning and maintaining street**
- b. Widths of Pavement – **Provide dimension on survey**
- c. Right of Way dimensions – **Provide dimension on survey**
- d. Center Lines, Crosswalks, Stop Bars, Lane Lines and all other Pavement Markings
- e. Edges of Pavement
- f. Type of Construction – **Identify as asphalt, concrete, gravel, etc.**
- g. Curb and gutter. Include Elevation Top & Bottom of Curb **@ 20' intervals**
- h. Wheel Stops and vehicular guardrails
- i. Elevation Center Line of Street - **@ 20' intervals**
- j. Show location and width of sidewalks (Include type of construction and distance from back of curb)
- k. Elevation of Both Sides of Sidewalks - **@ 20' intervals**
- l. Signs – **Provide Location, Type, and Description**
- m. Identify speed limit for all public streets adjacent to site
- n. Curb Cuts / Driveways – Identify location, type, and width. (Elevations at Street & High Point at Sidewalk on Center Line of Cut-In (if applicable))
- o. ADA ramps and features

3. EXISTING TREES

- a. Identify ALL trees 12" or larger (Include species and size - Diameter at Breast Height *)
- b. Specimen Trees (24" DBH or larger) Mark as "Specimen"
- c. Identify limits of canopy along wooded areas.
- d. Identify and coordinate tree tags and with Arborist Report and field locate limits of tree test plots if performed prior to or concurrent with survey field work.

4. TOPOGRAPHY / GRADES

- a. Dashed, *un-splined*, polyline contours at Two Foot (2') Intervals Highlighted (bolder) Ten (10) Foot Intervals (on separate layers – see page 4)
- b. Bench Mark (on permanent object) tied to USGS datum - ***Provide Mean Sea Level Elevation and provide reference of datum elevation NAVD88, NGVD29, etc.***
- c. Based upon field run readings (Radial or Grid) maximum distance between shots 50' (varies, based upon uniformity of existing grades)
- d. Provide spot elevations at all high points, low points, inverts of ditches/swales, top/bottom of ADA Ramps
- e. Provide spot elevations at all entrance/exits of existing buildings
- f. Topographic information should extend 100' beyond all property lines, 100' along frontage roads (beyond side property lines), 30' beyond opposite R.O.W. of said frontage roads (across property frontage, and 30' beyond both R.O.W.'s outside of property frontage) and 30' beyond all adjacent streets. (Note that the requirements for including all other utilities, trees, and other site features and improvements within this checklist shall extend throughout all areas where topographic information is required.)

5. ELECTRIC SERVICE

- a. Type of Service (size, if available, underground, overhead)
- b. Depths of service lines (if underground and detectable or available without excavation)
- c. Location of Poles and Guys
- d. Service Characteristics
- e. Location of ground transformers

6. COMMUNICATION SERVICES

- a. Identify type of service and location (cable, telephone, fiber optics, underground, overhead)
- b. Depths of service lines (if underground and detectable or available without excavation)
- c. Location of poles and guys
- d. Location of ground facilities (manholes, cross boxes, etc.)

7. WATER/GAS SERVICES

- a. Locations, Size & Type of Lines
- b. Depths of service lines (if detectable or available without excavation)
- c. Fire Lines and Hydrants on and within 200 feet of the site
- d. Meters and backflow preventers (include size and type)
- e. Valves, Post Indicator Valves (PIV), and Fire Department Connections (FDC)

8. SANITARY/STORM SEWERS

- a. Location and Identification for Manholes, Grease Traps, Acid Dilution Basins, Catch basins, Drop Inlets, Curb Inlets, headwalls, and all other sanitary and storm structures.
- b. Top and Invert Elevations (Pipes In and Out) – Curb Inlets (DWCB, SWCB, CI (1019a) shall be shown with throat elevations (at face of curb at inlet location – both ends of structure top)
- c. Location and type (sanitary or storm) of all cleanouts – Include material, pipe size, and invert
- d. Show Downspouts and Roof Drains on Buildings.
- e. Show laterals from roof drains and downspouts to storm manholes (if available or detectable)
- f. Trench drains (include depth, size and type of grate, and outlet pipe size and invert)
- g. Pipe Location, Size, Type, Slope and Direction of Flow (Depict pipe size with appropriate line width)
- h. Septic Drain Fields Including Septic Tanks and Distribution Boxes (Based Upon Existing As-Built Drawings or Other Sources Noted on Survey)

NOTE: ALL UTILITY LOCATIONS (INCLUDING ITEMS #5, #6, #7, & #8) SHALL BE LOCATED USING APPROPRIATE METHODS CONSISTENT WITH (OR EXCEEDING) THOSE REQUIRED TO MEET THE QUALITY LEVEL B AS DEFINED BY

AMERICAN SOCIETY OF CIVIL ENGINEERS (ASCE) STANDARD GUIDELINE FOR THE COLLECTION AND DEPICTION OF SUB-SURFACE UTILITY DATA (LATEST VERSION)

NOTE: WHERE MUNICIPAL GIS INFORMATION IS AVAILABLE, SURVEYOR SHALL OBTAIN AND COORDINATE TO SHOW SIZE, MATERIAL AND TYPE OF UTILITY SERVICE IN RIGHT-OF-WAY

NOTE: FOR ALL UTILITIES INCLUDE THE OWNER AND/OR OPERATOR WITH CONTACT INFORMATION.

9. STORMWATER MANAGEMENT FACILITIES (IF PRESENT)

- a. Identify all detention / retention ponds – Include top of dike elevation and minimum width. Identify topography along top of dike with elevations shot at 10' intervals and at all high points and low points.
- b. Identify all underground detention systems – Include pipe or chamber size, material, and invert elevations.
- c. Identify all proprietary water quality units – Include manufacturer and model (if detectable)
- d. If existing bio-retention cells or enhanced swales exist, identify limits and overflow elevations.
- e. Provide detail drawing of all outlet control configurations including size and elevation of all orifices and weirs.

10. WETLANDS AND/OR STATE WATERS BUFFERS

- a. Jurisdictional Wetlands Limit Lines. (if applicable) It shall be in the surveyor's scope of work to identify any and all jurisdictional wetlands on the property in accordance with Federal Army Corps of Engineers guidelines. Wetlands shall be flagged in the field and identified on the survey.
- b. State Waters and associated buffers within 200' of the property (if present). It shall be in the surveyor's scope of work to identify any and all streams in accordance with the "*Field Guide For Determining The Presence of State Waters That Require a Buffer*" as published by the Georgia DNR Environmental Protection Division. Identify top of bank with continuous line along a both sides of all streams. Identify streams as perennial, intermittent, or ephemeral. Identify headwaters of stream and point of transition for one stream type to another on the survey and with flagging in the field. If no State Waters are present within 200' of property, provide statement on survey to that effect.

11. MISCELLANEOUS

- a. Topographic Survey shall include all site features and improvements
- b. Buildings, Temporary Buildings with F.F.E. (identify changes in F.F.E. within same building)
- c. Retaining Walls (Top and Bottom Elevations). Identify guard rails (including type and height).
- d. Playground Equipment, Site Furnishings, Bike Racks, and other Site Features (if any)
- e. Fences (Height, Type, Gate Locations, Dimensions, and Swing Direction)
- f. Location of Buildings on Adjacent Properties within 100' of Property Being Surveyed
- g. The 100-year I.R.F. Line (reference FIRM Panel) (if applicable)
- h. Locate Soil Boring Holes and test pits as performed in Field by Geotechnical Testing Firm if completed prior to or concurrent with survey field work.
- i. Provide Survey in AutoCAD 2016 (.DWG) Format, One Reproducible Copy or Plot – **NOTE: A scanned image (.TIF) of signed, sealed survey is acceptable for electronic delivery, however, six (6) hard copies of signed, sealed survey shall be provided to the Owner/Developer/Client.**
- j. North Arrow, Date of Survey, and Scale
- k. Survey Shall Bear Seal of Land Surveyor Registered in the State of Georgia. All deliverables shall be signed and sealed.

Utilize the National Cad Standard (NCS) for layer naming; therefore, the surveyor shall provide the above survey information on appropriate layers, as identified by the latest version of the NCS.

Example of Layer Naming and Content:

Layer Name	Content
V-ANNO-STRM	Existing Storm Structure and Storm Pipe Labels
V-BLDG	Existing building limits
V-BLDG-OVHD	Existing eaves, canopies, and other building overhangs
V-ESMT-RWAY	Dedicated Right-of-way for Public Roadways
V-POWR-EQMT	Existing electrical equipment (I.e. meters, transformers, switches, etc.)
V-POWR-OVHD	Existing overhead power, telephone, and cable lines
V-POWR-POLE	Existing electrical poles, including guy poles, ground anchors, and guy wires
V-POWR-UNDR	Existing underground electrical lines (as marked by utility locator, as-built drawings, or other sources)
V-STRM-PIPE	Existing storm pipe
V-STRM-STRC	Existing storm structures
V-TOPO-MAJR	Existing topographic information (Major Contours, Index Contours)
V-TOPO-MINR	Existing topographic information (Minor Contours, Intermediate Contours)
V-TOPO-SPOT	Existing topographic information (Spot Elevations) – <i>NOTE: Ground shots, points, and other TIN and DTM information shall be placed on a separate layer (V-ANNO-PNTS)</i>
V-WATR-EQMT	Existing domestic and fire service equipment (i.e. hydrants, valves, meters, FDC, PIV, Standpipes, etc.)
V-WATR-PIPE	Existing domestic and fire service water lines
V-WATR-WELL	Existing wells, well house, and well pump systems

The above list is a sampling of the layer names and content and is an example of the current layer naming conventions as outlined in the latest edition of the National Cad Standard (NCS). The surveyor shall obtain a copy of the latest edition of the NCS to determine the proper layers necessary for the survey information obtained from the field.