

Addendum No. 1 to RFQ #18-30



CITY OF SOMERVILLE, MASSACHUSETTS
Department of Purchasing
JOSEPH A. CURTATONE
MAYOR

To: All Parties on Record with the City of Somerville as Holding RFQ #18-30
COMMUNITY PATH DESIGN SERVICES

From: Michael Richards, Assistant Purchasing Director

Date: 1/11/2018

Re: Answers to Questions

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Please acknowledge receipt of this Addendum by signing below and including this form in your proposal package. Failure to do so may subject the proposer to disqualification.

The attached addendum answers all questions received during the Q/A period. The deadline for submissions remains unchanged – sealed responses are to be delivered to the address below by 11:00 am, Thursday January 18th, 2018.

NAME OF COMPANY / INDIVIDUAL: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE/FAX/EMAIL: _____

SIGNATURE OF AUTHORIZED INDIVIDUAL: _____

ACKNOWLEDGEMENT OF ADDENDA:

Addendum #1 _____ **#2** _____ **#3** _____ **#4** _____

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Questions and Answers

- 1. The RFP states that “The design fee is not subject to amendment and the maximum allowable fee is set at \$90,000.” Please clarify if construction support services are included in the \$90,000.**

Answer: Yes, to the extent that construction support services and construction administration include similar duties. Per item 4.4, the vendor should allow for 2 hours/day, 3 days/week for construction administration services throughout the construction period. As a part of those administrative services, the vendor will be required to consult with the contractor and the city representative when construction questions arise.

Note: It is expected that there will be some weeks when fewer than 6 hours/week of CA are required. It is also expected that the vendor will advise on the duration of the period of construction.

- 2. The RFP states that the maximum design fee is \$90,000 and will not be subject to amendment. The construction cost is stated to be between \$900,000 and \$1,000,000. If the construction cost is increased significantly after the design contract is awarded, will the design fee also be increased?**

Answer: Because project funding is provided by Community Preservation Funds and the time required to request those funds is lengthy (as much as one year), and the approval of any new CPA funding is not assured, the vendor should assume that there will not be any additional funding provided. However, if the project does require significant changes, the City would be open to discussion. The quality of the work is our first priority.

- 3. Can you please clarify if the maximum allowable fee of \$90k includes design only, or also Bid and CA services as well?**

Answer: The fee includes all design, bidding, and CA services.

- 4. Last paragraph in 1.0 Summary of Section 2.0 states that the team shall include an arborist and invasive species consultant.**

Answer: Yes, that is correct.

- 5. What is the arborist’s scope? Is there a specific right of way width and specific diameter tree that the arborist will inventory?**

Answer: The City’s objective in having an arborist as part of the team is to ensure the health of the tree canopy along the path is improved. It is expected that the arborist will identify and evaluate the health of all the existing trees, make recommendations for removals, and assist with the selection of new tree species that will promulgate species diversity in accordance with the successional patterns of New England forests. There may be some latitude in the analysis, such that every single individual tree will not have to be noted, and there is not a minimum size for the trees to be inventoried, however it is expected that all trees within the right of way will

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be accounted for, including notation of their species and health, and that information shall inform any landscape design recommendations.

Note: The City will provide the vendor with a copy of a 2009 Davey TreeKeeper inventory of all the trees in the community path. However, the arborist will be responsible for reviewing and updating that plan as necessary for the purposes of this project. The 2009 Davey inventory includes all trees 1" DBH and larger.

6. What is the qualifications requirement for the invasive species consultant?

Answer: The invasive species consultant must be an experienced ecologist familiar with control and management systems of invasive species, including knowledge of each species and the most effective and cost efficient systems for their safe removal. Some sections of the path have increasingly large stands of invasives and it is the City's intention to eliminate these and return the understory plantings to something that more closely approximates the natural understory of a New England forest edge.

7. In the RFP under Qualifications and Experience you state, "This section should also describe work that has been conducted on historic sites with designs that include interpretive elements, and that demonstrate the integration of an historic landscape design with efficient modern features that achieve sustainability that the offeror has undertaken." Is the Community Path considered a historical site?

Answer: Yes, this 1870 railroad right-of-way is the backbone around which much of the city developed. Some artifacts of the old railroad may be available as installations, otherwise appropriate signage and/or artwork should be incorporated into the final design.

8. Section 5.3 refers to playground design or structures. Is a playground part of the scope?

Answer: No, a playground is not part of the scope of work.

9. The Construction Document scope calls for Irrigation plans and specifications. What areas are expected to be irrigated? We assume that the design team should also include an irrigation specialist, correct?

Answer: Irrigation is not a mandatory component of the design. However it is assumed that some irrigation may be required to help new plantings get established. Areas to be irrigated will be determined by the vendor, and if those plans and specifications are necessary for the project's success, they should be provided by an irrigation consultant.

10. Section 5.2 Design Development and Construction Documents indicate that the construction set shall include an Irrigation Plan. However, an irrigation consultant is not required under Section 1.0 Summary (last paragraph). Can you please clarify the scope requirements related to irrigation?

Answer: Same as above.

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11. Will the City provide the front end of the Contract book and the consultant the technical specifications, or is the consultant responsible for all?

Answer: Yes. The City will provide the front end and the consultant shall provide all plans and specifications.

12. Will the City provide a topographic survey in AutoCAD?

Answer: Yes, although the survey will not be available for many weeks. The survey firm has not been selected or contracted. However, the city does have existing survey files for the path, which should be sufficient for planning purposes. Those plans are not available in AutoCAD; **however copies are viewable via this link:**

https://drive.google.com/drive/folders/1ulhpli_getJHbVMAJVnd8vquJXkvwNd?usp=sharing

13. Are comprehensive existing utility plans part of the included “construction plans for the length of the path”? Would the construction plans be provided to the consultant in CAD format?

Answer: Please see the plans mentioned above. The existing plans include utilities, but they are not comprehensive or current. When the new survey is completed, utilities will be included.

14. We understand that the City will provide the survey. Has the survey already been completed?

Answer: The City will provide a new survey, but that work has not been contracted and will not be available for many weeks.

15. One of the themes the design will explore is existing community spaces. How many are there or how many should the proposal allow for?

Answer: The existing path design includes spaces that well intentioned residents, artists and gardening enthusiasts have adopted, and many of those spaces do contribute to the character of the path. However, as the new grading plans are developed, it is expected that some of those spaces will need to be removed or adapted. The determination of which community spaces should be preserved should be addressed as part of the community design process.

16. Will the City consider extending the due date of the proposals depending on when answers are given on the questions?

Answer: That is not our intention. Responses to questions will be provided by Friday 1/12/18 and proposals are due, as originally advertised, by 11:00 am, Thursday January 18th, 2018.

17. Under Project Site the RFP states that the City Engineering Department is currently undertaking two localized drainage projects that are largely outside the Community Park right of way. It also says that the planting plans for the first project shall be included within this project's scope. Does that mean that the planting associated with the Engineering Department's first drainage project is part of the Community Path project?

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Answer: Yes, that is correct. The vendor shall provide landscape planting recommendations for the entire path.

18. Are there any existing concerns with abutters that might need to be addressed by proposed design strategies within this contract?

Answer: We do not have any concerns about any abutters. However, as the direct neighbors of the path, and the thousands of daily users, abutter's rights and opinions should be respected.

19. Do the "anticipated excavations as part of the final design" include the two "localized drainage projects"? Please describe the extent of anticipated excavation.

Answer: The two separate Community Path projects to be conducted by the City's Engineering Department should be completed before any of the site improvements included in this scope or work begin. Any other excavations will be determined by the design consultant.

As discussed, the primary objective of the new design is to address flooding and drainage concerns with improved grading, and surface improvements like bio swales, or similar features. As such, new drainage structures that require subsurface excavation should not be incorporated unless surface remedies are not effective.

20. The need for additional lighting along the pathway is mentioned. Can the extent and/or specific locations be described?

Answer: The City has not identified the number or type of additional lighting to be included. Most of the path has existing pedestrian lights which will remain. Some are solar and others are hard wired. However, some safety concerns have been expressed by residents and therefore it is expected that additional pedestrian light fixtures will need to be located. Other lighting ideas would also be welcome.

21. Is there any additional funding available to complete the canopy study described as "partially complete" along the pathway?

Answer: No, it is assumed that the consultant will be able to survey the existing trees and make recommendations based on that data. Please see the response to question no 5 above.

22. We are curious if the city could provide some kind of a mapped or narrative overview of what types of changes that they have in mind and where?

Answer: Please refer to item No 1, The Project Summary. As discussed, the City's primary objective is to provide surface improvements that will provide flooding and drainage improvements, however there are many other considerations, and the City representative will be happy to work with the selected vendor to review those priorities. Given the anticipated

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construction budget of \$900,000 to \$1,000,000, it is expected that the other improvements will be tailored accordingly.

- 23. When we look at the recently completed segment of the path and compare its character to some of the other more natural looking areas or the public spaces in Davis Square, is there some kind of a consistent look and feel that is desired? Is the intent to match the design to the newest segment of the trail? Or is there other latitude or flexibility in design/character?**

Answer: Yes, there is latitude and flexibility in the design. The City does not intend that the path design and improvements be consistent with the Linear Park portion that was included as part of the most extension. Some repletion of those ideas would be welcome; however a more natural design is expected.

- 24. A fee proposal is indicated as being required in the “Offeror’s Checklist” in Section 3; however a fee proposal is not listed in what should be included in the RFQ response in Section 1.3. Can you please confirm if proposed fees are required in the response?**

Answer: Fee proposals must be included as part of the RFQ response package. Refer to Section 4.0 – Pricing.

- 25. Can you confirm that GBC CombBind binding is acceptable for our RFQ response?**

Answer: Yes, all binding methods are acceptable.

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