

Master Plan for Carousel Park RFP questions (in black print)
with the City responses (in red print)

2/4/16

2/4/16 ADDENDUM #1 with 4 documents total (#1A, #1B, #1C and #1D). This is document ADDENDUM #1A.

BID OPENING: Please note that the Bid opening date is now changed from the original Wednesday, February 17, 2016 at 2PM to the new date of Wednesday, February 24, 2016 at 2PM

QUESTIONS DEADLINE: The deadline for the submission of questions is TUESDAY, February 16, 2016 at 4PM.

SEARLE DESIGN GROUP

1. Will there be a pre-bid meeting for consultants to walk through the site with the commission?

No. Input that will define further details of the features within the Landscape Master Plan will come from the Public Meetings.

2. Is there a desired size for the pavilion or an event size that you want to be able to accommodate?

The pavilion is to be in scale and of such proportion that will complement the Carousel Building and grounds while accommodating fund raising events such as weddings, entertainment such as live music, birthday celebrations, and facilities for catering services. The preferred Pavilion dimensions are 32' x 64' but will be further determined through input from the Public Meetings and potentially from the RIHPHC plan review process.

3. In terms of a sprinkler feature, we are assuming this is a water play element and that this will be an off the shelf type product, where the manufacturer can provide all necessary mechanical drawings. Is this assumption correct?

Yes.

4. Could the gift and restaurant building to be incorporated with the storage building? Why is it important for the storage building to be separate? Alternately, could the pavilion building incorporate all your space considerations? Could we get a clearer notion of the space program requirements for these different needs? (Scope item 14)

These features can be incorporated in one building as long as they fit the design and scale of the overall site and meet their intended function without causing adverse effects for other site features and their use. Consideration should be given to their functional roles independently and as they relate to each

other. An example is storage need for the seats and tables used in the pavilion when it has an event that requires the space to be open, or overnight storage for the trackless train feature. These details will be further defined from input during the Public Meetings.

5. What are the existing building used for? Are there uses that will need to be accommodated in the new buildings or are they just storage?

The existing site's buildings consist of Blount Clam Shack, restrooms, and the Carousel Ride's building. The Clam Shack serves lunches during the warm season, the Carousel is open for rides and occasional events staged within its current configuration. Other than the restrooms, these building must remain in their present location with their present uses intact. The restrooms may be changed, re-configured or moved depending on the feasibility of the proposed change.

6. Can we get a copy of the class 1 survey that was completed for the city? On scope item 10 you ask for a series of existing condition elements that should have been covered on the survey. It would be important to know if this survey is complete or if additional surveying is needed in order to meet this requirement.

Yes. The City will provide the survey that is currently has to the all firms responding to this RFP.

7. Assuming that item C.3 is identifying the federal and state permitting required but not actually submitting for additional permits beyond the RIHPHC. We assume this does not include submitting drawings for building permit or any other city approval beyond the approval of the final drawings by the Carousel Commission.

These assumptions are correct.

8. Is the limit of the project the limit of the historical preservation easement as well as some connection across the street to Rose Larisa Park? If this is not the project limit can you provide a drawing that shows these limits?

While consideration should be given to the proximity and relationship this site has to Rose Larisa Park, the project limit is as follows: Its northern border is Crescent View Ave, eastern border is Carousel Drive, southern border is the initial tree line, and western border is Bullocks Point Ave.

9. Can we receive a copy of the easement with RIHPHC?

Yes.

10. If the proposal is due on March 1st and the Commission has 30 days to decide, that means the chosen bidder can't start work until April1st when they receive notification. There is discrepancy in when you want the project completed. In section III it states 60 days after signing the contract, which would be a June 1st completion. In section V it asks for the project to be completed by April 29th. Can you please clarify?

The dates referred to above are incorrect and refer to an outdated RFP. Please refer to RFP posted through the City web site or the state procurement website or directly through a request to the Purchasing Agent, Gerald Leach. Proposals are due no later than 2:00 PM on Wednesday, February 17, 2016. Bids will be opened and recorded at this time in City Hall Conference room A located at 145 Taunton Ave, East Providence, R.I. The Carousel Commission intends to make a decision for the

requested services within fifteen (15) days of the proposal deadline. The work shall begin immediately upon the execution of a Contract with the Carousel Commission and City and shall be substantially complete with all deliverables submitted to the Carousel Commission and City within eight (8) weeks of contract date. Reasonable delays beyond the control of the selected Landscape Architect, such as the RIHCPHC review and approval process exceeding 2 weeks, will be acceptable. **THE DATE IN THE RFP THAT SERVICES MUST BE COMPLETED BY OF APRIL 14, 2016 IS HEREBY AMENDED TO BE THE DATE EIGHT (8) WEEKS FROM THE EXECUTION OF A CONTRACT BETWEEN THE CITY AND THE SELECTED FIRM.**

11. We would also like to clarify the level of drawings requested. We are assuming that these drawings, both site and architectural, are design development level drawings sufficient for submittal to the RIHCPHC and for a detailed cost estimate. They would not be drawings that would be issued for bid or construction. Is this correct? Also if the drawings are not for construction purposes or building permit type submittals they do not need to be stamped.

This assumption is correct. These drawings, both site and architectural, are design development level drawings sufficient for submittal to the RIHCPHC and for detailed cost estimates only. They are not for bid or construction level and would need no stamps beyond those required, if any, for the submittal to RIHCPHC.

12. In the Selection and Criteria section of the RFP it does not list fee as a consideration. We assume you are asking us for a fee proposal for this work to be included in our overall proposal. Is this correct and if so, how are the fees factoring into the selection criteria.

This is a fee proposal. The existing Selection Process and Criteria section will be fully considered first, before the fee proposal which will be a secondary consideration.

13. Are there any drawings available of the Carousel itself and in what medium? Are there historic views of the site available for perusal?

There are some drawings and historic views of the Carousel available within the Planning Department located in room 201, 145 Taunton Avenue, East Providence, R.I. available Monday through Friday from 8:00 a.m. to 3:30 p.m.

14. Are there any zoning restrictions imposed on the site that would impact the proposed development?

No. Neither "use related or dimensional" zoning restrictions apply.

15. Identifying obsolete overhead wiring is usually performed by a qualified electrical contractor engaged by the property Owner. Should our team be responsible for hiring a contractor to perform this highly specialized task?

The City will be responsible for this item. Please disregard Scope # 9

George H. Gifford, III
President

1. Scope: The term "Master Plan" is used prominently in the RFP. However, when I read the full Scope of Services, it includes many elements that are more appropriate for final construction

Plans and Specifications. I'd like clarification on what the City and Carousel Commission expects for a "final product."

Please refer to 11 above. The intent is for the Master Plan process to solidify and prioritize, through public participation and the professional input from the landscape architect, the various visions and ideas for a number of features representing different activities and uses for the carousel's site. The landscape architect's role will be to facilitate this process and develop a final landscape master plan that presents those features in a well thought out, comprehensive way. The Carousel Commission intends to use this plan as a point of reference to then implement these features as funds become available. The feature of a Pavilion currently has funding and is most likely the first feature of the master plan to be implemented in the near future.

2. The Timeline: The RFP posted on the City's website identifies a completion date of April 14, 2016 (page 5 Section III). Although I believe deadlines are **very important tools**, I request clarification on the need for this timeframe?

Please refer to 10 above. The Carousel Commission and the city have presented an aggressive timetable within the RFP to facilitate the implementation of the Pavilion feature which currently has funding. It is the intent of the Carousel Commission and the City to follow up this landscape master plan with the development of construction specifications and bid documents to pursue the implementation of this feature.

Kaila Bachman

I'm writing in response to the RFP released by the Carousel Commission for the preparation of a Landscape Master Plan for the Charles I.D. Loeff Carousal property. I have some questions that will help inform our proposal:

A. Survey:

1. Can the Commission send a PDF of the completed survey to assist us in our proposal?

Yes

B. Timeline:

1. What is the lead time required by the City for advertising and scheduling a public meeting?

While the city has no required time frame, typically two weeks is used for the time the notices published in the time of the public meeting. The city's website can be used to supplement these efforts.

2. I have emailed the State about this, but would you be able to tell me what the typical turnaround time for RIHPHC review and approval is?

No. This information would be better obtained through the state RIHPHC. Please refer to 10 above regarding reasonable delays.

3. I recognize that the bidders are responsible for submitting a time schedule for each task, but has the Commission produced any preliminary outline schedule for this project?

No. However, the Commission is eager to implement the Pavilion feature but requires this to be done in a well thought out manner. The landscape master plan and its process is seen as ensuring that this happens.

C. Scope:

1. Can the Commission please clarify whether they expect to receive buildable Construction Documents as deliverables for this project? Item C#1 indicates that final plans are to be provided with layout, grading, site features etc. Is the Commission expecting detailing of all site features, including the Pavilion (which already has funding available)?

Please refer to 11 above and the city's response to George H. Gifford, III #1 question above.

2. What is the Commission's time frame for constructing Phase 1 (Pavilion)?

As soon as feasible after the completion and approval of the landscape master plan.

3. By "Sprinkler feature" as listed in the Scope of Services Item #2, can you confirm this refers to a splash pad feature with at-grade and/or above ground water play elements?

Yes.

4. For Scope of Services Item #4, can you clarify whether the Museum, Gift Shop, restrooms, and small scale restaurant are existing, proposed extensions/relocations of existing buildings, or proposed new structures?

None of these features are currently existing other than the restrooms which are located near the Blount Clam Shack. Please see 5 above.

5. What is the maximum size of the groups the Commission would like to target in order to determine the size of the Pavilion?

Please see 2 above. The details of this feature will be further determined through the public meetings.

6. Have there been any engineering or traffic studies commissioned related to Item #12, the implementation of traffic calming measures? Does the Commission anticipate the use of traffic calming measures that would require engineering, such as pedestrian crossing signals?

There have not been engineering or traffic studies commissioned related to item number 12. These details will be further determined through the landscape architects suggestions and advice along with input from the public meetings.

7. For the permanent storage building referred to in #15, what size (an estimate is fine) building does the Commission anticipate?

Please refer to 4 above.

8. Does the Commission anticipate an additional contract for construction administration, or will the City provide construction administration during project construction?

This is yet to be determined.

D. Budget:

1. What is the Commission's anticipated design fee for the Master Plan project?

This has not been determined.

2. What is the amount of funding available for the Pavilion construction?

Potentially up to \$60,000 but will be determined once the final public input and design for the Pavilion has been approved and accepted by the Commission and City.

3. Is there an anticipated overall construction budget for complete implementation of the Master Plan?

There is no construction budget connected with this master plan. The RFP asks that construction estimates only be provided for the selected features that will be incorporated into the master plan. Any construction will be implemented separate and apart from this landscape master plan process.

4. Are there any potential funding source applications currently in process?

There are no funding applications currently in process to support this project. The funding for this landscape master plan is currently available.