

## ADDENDUM NO. 3

### REQUEST FOR PROPOSAL (RFP)

Proposal Deadline: April 23, 2018 at 5:00 PST

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#### **ADDITIONAL SERVICES:**

- The following studies will be part of the Consultant's scope of work. Include in your cost proposal the cost for the following services:
  - Topographic Survey/Geotechnical Assessment/Soils Report
  - Infiltration Testing
  - Surveying

#### **QUESTIONS AND ANSWERS**

1. I just want to confirm that there is no preproposal meeting and/or site walk scheduled in advance of the proposal deadline.

**Answer: No pre-proposal meeting planned.**

2. Is it your intent to have the parking lot graded so that all of the excess runoff ends up in the proposed Bio-swale in the parking lot median?

**Answer: Not necessarily. We want to maximize opportunity to capture Storm water. We will work with the selected consultant on the best manner to do so.**

3. Is there a storm drain near the parking lot median for a stand pipe to pick up the excess runoff during a heavy rain event?

**Answer: Not sure if there is a storm drain near the parking lot median. Will investigate.**

4. Are the existing Jacaranda trees to be incorporated into the bio-swale design?

**Answer: if it's not obtrusive, we would like to keep the trees.**

5. Will there need to be any modifications to the existing lighting or electrical?

**Answer: Maybe.**

6. Is the planter area between the residential properties to the south and the parking lot part of the project?

**Answer: Yes. We want to survey the area to ascertain City owned property.**

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7. It appears some properties are using the parking lot for pedestrian and vehicular access?

***Answer: There are private gates. The selected Consultant would need to work with the residents to get input on the design elements.***

8. Have you considered how this will this be addressed?

***Answer: A survey is warranted. Working with the impacted residents via public meeting would be necessary.***

9. When the application was made for the RMC grant, what was the budget amount for design and the preparation of construction documents?

***Answer: \$120,000 was the budget for the design. We understand that the RFP process will establish current price for this work.***

10. Are there any other requirements of the RMC grant that may not have been included in the RFP?

***Answer: We need to meet the grant requirements foremost. We want to also include infiltration chambers which is in addition to the grant scope. If it's not clear, we also need to have the Conservation Corp to do part of the construction work.***

11. How many firms do you anticipate submitting proposals?

***Answer: As of April 16, 2018 we have received inquiries from 10 firms.***

12. Does the City have a topographic survey to use for the plans or do they need that done as part of the project scope of work?

***Answer: The City does not have a topographic survey. Please include the cost in your proposal.***

13. Did the City have infiltration testing done per LA County requirements to verify the infiltration capacity of the soils? If not, then I assume we would include it in our scope.

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***Answer: The City does not have an infiltration testing done. Please include in your cost proposal.***

14. Confirming that: as the lead landscape architectural consultant for this proposal we are required to register with the Department of Industrial Relations?

***Answer: For the design work, it would not be necessary. However, there may be functions such as inspection, materials testing, geotechnical work related to the design that may be subject to registration with the DIR if the work requires the payment of prevailing wages.***

15. Confirming that our Engineering subcontractor is also required to register separately with the Department of Industrial Relations?

***Answer: If the work requires the payment of prevailing wages the contractor and its subcontractor are required to register with the DIR.***

16. How many meetings do you anticipate with stakeholders?

***Answer: Maybe 2-3 meetings with stakeholders.***

17. Who are stakeholders?

***Answer: City staff has not identified this yet. It would more than likely be an open meeting with members of the public, parks and recreation commissioners, and residents adjacent to the project site, etc.***

18. Do you currently have a complete survey with detailed grading for the site in AutoCAD format?

***Answer: None available.***

19. Is it the desire of the community for the existing trees to remain?

***Answer: The City's existing policy is to save trees if possible.***

20. Is it the desire of the community for the existing trees to remain?

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***Answer: The City's existing policy is to save trees if possible.***

21. What is the source of the future recycled water?

***Answer: Through Central Basin Municipal Water District. Plans are completed for the future pipeline for recycled water that could service the park. No designs yet to connect to that pipeline.***

22. Is there a topographical plan for the project area or is this a required task expected in our scope of services?

***Answer: Include topographical study as part of your proposal.***

23. The project site designation in the RFP aerial photograph is a bit vague. Do you envision the potential improvement area beyond the limits of the existing parking area or should the grass area in front of the tennis courts and adjacent to the fitness area be also considered for water capture and percolation?

***Answer: City staff envisions including a few feet of the grass area adjacent to the tennis courts and outdoor fitness zone for the perimeter landscaping. (See Attachment A)***

24. Does the City have any geotechnical information (percolation rates) for Lynwood Park or the project area or is this a required task expected in our scope of services?

***Answer: No available geotechnical information and percolation rates available. Please include this in your proposal.***

25. Are there area storm drain plans available if potential overflow connections are required?

***Answer: I do not believe we have any area storm drains plans available. We can reach out to the County of Los Angeles for such plans.***

26. Will all the construction document checking be through the City or will there be LA County review required? At what design increment percentages do you want review submittals?

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***Answer: The City does its own plan check through a third party provider. The Los Angeles County may be involved for impacts on the storm drain.***

27. Does the City anticipate closing the entire parking area and vehicular circulation associated with the school during construction?

***Answer: The City would like to minimize impact of construction. The City would like to see if possible to keep a certain area open during construction.***

28. The Grant Application indicates a 5 month design and environmental assessment period. Despite the delay in the project schedule, does the City still anticipate that 5 month duration?

***Answer: We have extra time built in for construction to help us on the delay on the design.***

29. Will the City provide interpretive information on the subjects listed here for us to incorporate? Or is the research to develop these subjects part of the scope of work?

-Watershed & appropriate behaviors within the watershed, and watershed stewardship

-Natural history and cultural history

-The benefits for native habitat diversity, species biodiversity, and target species richness

***Answer: City staff will provide this information. During the design phase (conceptual), the City and Consultant shall work together on an educational component of the Project (ie. why certain landscaping techniques are used, how infiltration helps with storm water management, benefits of storm water management, etc.***

30. How many public meetings does the City anticipate?

***Answer: 2-3 meetings.***

31. Has a soils report with percolation test has been performed or should we include that in the proposal?

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***Answer: No soils report conducted. Include this in your proposal.***

32. Per the RFP, the project area includes the two rows of parking and median between them (adjacent to Spruce Street). Does the project area include any of the areas highlighted in yellow on the attached pdf?

***Answer: Yes. However, it would be subject to survey and subject to input from the impacted residents.***

33. Will a topographic survey be provided to the selected consultant?

***Answer: Yes. Please include topographical survey as part of the cost proposal.***

34. Is the fee for the design per this RFP been capped to what was allocated for design in the grant award?

***Answer: Ideally it would be good to have the cost of the design within the project budget. The RFP process and cost proposals should give the City an idea on the market price for the design.***

35. Is it anticipated that the existing trees in the parking lot will be preserved in the design? If so, is there a City Arborist that will assess the health of the trees and make recommendations for preserving them?

***Answer: The City has a policy to keep as many trees as possible. If the trees can be preserved that would be ideal. We can make arrangement to have the City assess the health of the trees.***

36. Has there been any thought yet on how much pervious paving/stormwater landscape will be allocated throughout the site?

***Answer: Not yet. We hope to work with the selected Consultant on the paving and landscaping throughout the site.***

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37. We would like to request clarification on the fee. Would you maintain the budget structure as suggested in the grant funding request from 2015, or do you have any guidance on how the design team should estimate our fee?

***Answer: We do not have a preferred format. A not to exceed amount is desired along with the hourly costs. For clarity, you may want to divide the cost based on the scope of services.***

38. Does the City have a topographic survey to use for the plans or do they need that done as part of the project scope of work?

***Answer: The City does not have a topographic survey. Please include the cost in your proposal.***

39. Did the City have infiltration testing done per LA County requirements to verify the infiltration capacity of the soils? If not, then I assume we would include it in our scope.

***Answer: The City does not have an infiltration testing done. Please include in your cost proposal.***

ATTACHMENT A (See Question 23)

