



**Department of Community Development
CITY OF GOSHEN**

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ADDENDUM NO. 1

TO: Consultants

FROM: Becky Hershberger, Brownfield Coordinator

RE: Request for Proposals – Ice Rink/Multi-Use Pavilion Project, Goshen, IN

DATE: April 25, 2018

No. OF PAGES: 3

The following amendments and clarifications to the plan documents for the above mentioned project are hereby included with the original plan documents (Plans and Specifications). The agreement shall be based on the above mentioned plans and specifications as amended and clarified by the following addendum. The consultant shall indicate in their proposal that this and any other specific addenda are received and reflected in the bid and a signed copy of this document shall be included as the final page to the proposal.

In response to questions received to date, the City has prepared the following responses:

- 1. It appears that part of the site is within the floodway, has coordination occurred with the DNR for the Construction in A Floodway permit?*

Prior to environmental cleanup, the City applied to FEMA to remove portions of the two (2) properties from the designated floodplain. The approved, modified floodplain maps are available on the City's ftp site for review. As final site layout has not yet been determined, no coordination has occurred for a Construction in a Floodway permit through IDNR. It is anticipated that this will occur, if necessary, following the development of the final site plan.

- 2. Has a wetland delineation been completed within the past 3-5 years, and has any coordination occurred with the Army Corps Of Engineers for the 401 Water Quality Certification permit?*

A wetland delineation was completed in 2010 prior to the environmental remediation. A copy of the report is now available on the City's ftp site. The wetlands identified in the 2010 report do not appear to impact the proposed pavilion development. However, the final site layout has not yet been determined. No coordination has occurred regarding the 401 Water Quality Certification permit to date.

- 3. We understand that an environmental study along with remediation has occurred for the site in 2012. Is additional environmental study anticipated as part of the consultant's services?*

Brownfield remediation was completed for this property in 2012 and the Indiana Department of Environmental Management (IDEM) has granted closure with environmental restrictive covenants for the site. The cleanup method utilized was to cap the top two (2) feet of soil across the site with

clean material to prevent exposure to deeper soils which met the recreational remediation standards. There is the potential that deeper excavations to construct this project will require soil disposal as opposed to reuse on the site and that will be determined through soil borings once the final site plan is established. For that work, the City will contract directly with an environmental firm to gather additional soil data regarding contamination issues. The scope of work for the samples will be developed with assistance from the Consultant and all data generated will be provided to the Consultant to assist in further developing the project plans.

4. *Have public utilities such as sewer, water, gas and electric been extended to this site, if not will the utility extension be a part of this project or separate?*

The 2012 project as-builts, available on the City's ftp site, show existing utility locations on the site for gas, water and sewer. There are electric poles on the west side of the canal and NIPSCO is aware of this project and the future need for service to this area. It will be the selected consultant's responsibility to plan for the utility connections to the new facility from their existing locations.

5. *The Sink Combs Dethlefs Opinion of Probable Costs lists the 160-space parking lot and expanded plaza as an alternate. Will these components be part of the overall project design for this project?*

The parking lot will be part of the overall project design by the selected consultant.

6. *What is the anticipated review time frame for City staff to review progress submittals?*

Consultant should plan for City's review time for progress submittals to be no more than 15 business days. Every effort will be made to limit review time for this project to shorten that time.

7. *Do plan review fees need to be included as a reimbursable allowance since the City will pay these directly?*

Plan review fees will be waived as this is a City project.

8. *Is there some flexibility to re-order some elements in the proposal so that related information is together (i.e. (C) Project Approach, (E) Capacity to Perform Work, (I) Proposed Design Schedule all seem to be related to how the project is intended to be executed?*

To assist the proposal review committee, please ensure that all proposal sections are ordered as detailed in the Request for Proposals.

9. *Besides basic rink support spaces (restrooms, skate rental, ice making equipment, Zamboni garage), what other indoor facilities will be part of this project?*

- o *Any air conditioned spaces?*
- o *Indoor locker facilities?*
- o *Indoor or outdoor warming areas?*

The intent is for the support building to be air conditioned to facilitate year-round use. There have been discussions about including locker rooms and warming areas but decisions regarding the specific components will be determined during the Schematic Design phase of the project when gathering public input and developing overall project costs.

10. *The feasibility study mentions a kitchen. What would be the extent of this kitchen?*

The City's current plan would be to provide a catering kitchen with the amenities necessary to host a catering event efficiently. Specific details have not been decided about the appliances and fixtures needed for the space.

11. *In the Design Fee Contingency portion of the RFP it states that the Consultant's cost for overhead, profit and other expenses contemplated for assessment are to be included in the Lump Sum Fee. In*

the Fee Proposal portion of the RFP it states that the Fee Proposal shall indicate the makeup of the fee including hourly rates, direct costs, overhead, profit and indirect expenses..... Are we to provide full breakdown of these elements or include them in the Lump Sum Fee?

In the Fee Proposal section, please provide a full breakdown for the elements included in the Lump Sum Fee. In addition to the breakdown, the Consultant Team’s hourly rates based upon discipline, classification(s) and staffing shall be provided per the RFP.

12. It appears that the RFP includes Design and Bidding services, but does not include Construction Administration. Since this project includes specialty items should the project include Construction Administration for the selected consultant to review the necessary RFI, submittals, change orders, and review the construction operation progress?

The City does not intend to include Construction Administration in this agreement. The need for those services will be determined at a later date and a separate agreement will be executed for that work if deemed necessary.

13. Is LEED under consideration?

Although the City supports green construction and will encourage sustainable building techniques and methods for this project, we do not intend to apply for a LEED designation.

14. Are Telephone/IT/Sound/Security design other than raceways to be a part of the Consultants services or will the selected Consultant need to coordinate with these owner provided services?

It is expected that the selected consultant will provide the design for the services listed above. Further detail regarding needs for each will be determined as the project further develops with input from the Goshen Parks Department.

15. Deliverables include Fire Protection drawings. Normally we provide a performance specification and the Contractor provides the actual design.

Performance specifications are an acceptable deliverable. The selected consultant shall indicate on the cover page of the project plans that the buildings are to be fully sprinkled to NFPA 13 standards.

16. Are there currently any utilities or utility easements to or through the site?

See #4 above. In addition, the City has no record of any easements on the subject property.

17. The RFP specifically asks for responses in a vertical 8.5x11 format. Our responses are typically a horizontal 8.5x11 format. Would it be okay for us to use a horizontal format for efficiency?

Horizontally formatted proposals will be accepted. No pages larger than 8.5x11 shall be permitted.

End of Addendum.

A signed copy of this addendum shall be submitted with the proposal.

Acknowledged By: _____

Date: _____