



CHINO BASIN WATER CONSERVATION DISTRICT
4594 SAN BERNARDINO ST
MONTCLAIR, CA 91763

ADDENDUM NO. 1
RFP NO. 2024-05 – NATURAL PLAYGROUND DESIGN SERVICES
DECEMBER 19, 2024

NOTE: This Addendum forms a part of the Request for Proposals (RFP) Documents and/or supersedes or amends the corresponding information included in the original RFP documents. Respondent shall take this Addendum into consideration when preparing and submitting its Proposal. Please acknowledge receipt of the Addendum by submitting Appendix H.

All other terms and conditions remain unchanged.

ADDENDUM NO. 1 CONTENTS

I. QUESTIONS AND ANSWERS

QUESTIONS AND ANSWERS:

1. Question: Are the restrooms available to the public?

Answer: Restrooms outside and inside the District Headquarters building are open and available to the public Monday through Saturday, during the normal operating hours of 8am to 4:30pm.

2. Question: Is there a desire to include security cameras around the playground?

Answer: Yes, but this would not be necessary to include in the initial design as it would likely be a separate project.

3. Question: Is there a desire for additional water fountains?

Answer: Additional water fountains would be ideal, as there is accessibility to potable water near the potential site location on the west side of the park lawn area.

4. Question: Should we include lighting in the design?

Answer: Lighting elements do not need to be included in the design as it would likely be a separate project in addition to security cameras for the entire park area. However, lighting elements, fixtures, and/or solar options could be included.

5. **Question: What is the budget for the construction of the project?**

Answer: It would be ideal to create two designs, one with a potential construction budget of roughly \$750,000 and one for \$1.5 million. The design will be used to raise funds to construct the project. The design does not have to use the entire space identified; it can use only a portion of it.

6. **Question: Are there any surveys or CAD already completed?**

Answer: Yes, the District can provide surveys and/or CAD files, however, they are older files that predate current District staff. The District believes the files are fairly accurate, but they will need to be site verified prior to using them for design work.

7. **Question: How long is the fundraising campaign?**

Answer: The timeline the District envisions includes a completed design at the end of this fiscal year, June 2025, with hopes of construction by summer of 2026, in the next fiscal year.

8. **Question: Do you want construction documents for fundraising?**

Answer: The District would not need construction documents for fundraising, but staff would need higher level designs with estimates for the cost of construction.

9. **Question: What is the budget for the design?**

Answer: The budget for design and construction documents is included in the RFP. Per Appendix C, the estimated budget is \$50,000.

10. **Question: How does the site drain currently? Are there any low-impact development strategies implemented?**

Answer: The entire site was designed with extensive low-impact development strategies that have been implemented to prevent water runoff from the site and was designed to handle a 10-year, 24-hour storm event.

11. **Question: Should design be specifically targeted to a particular age range?**

Answer: No, not necessarily. The space should emphasize open play, allowing users to climb and play at their own pace and comfort level. If a designer were to suggest a tot area and an area for older kids, that is welcome.

12. **Question: Will the community engagement process include other languages?**

Answer: The community surrounding the District is primarily English and Spanish speaking. Any community engagement should include those two languages. The District has bi-lingual staff that can assist if needed.

13. **Question: Does the district have any on-site stormwater infiltration goals for the playground project? If so, a soil infiltration test will be required by a geotechnical engineer. Please provide confirmation if you would like this included in the scope of work.**

Answer: All stormwater remains onsite as the property was built. This area is surrounded by large permeable expanses. The District does not anticipate this design to accumulate water that would require any sort of drainage system.

14. Question: Will a title report be provided for the chosen site?

Answer: The chosen site will be on District owned property.

15. Question: The RFP asks for 2 concepts in the scope and yet there are three locations. How should the two concepts be figured? Will there be a preferred site that the two concepts will be based off of, or should there be additional concept designs? Would the 2 concept designs be for the same site option? Or would it be one concept for one site, and one for another?

Answer: The District website page for the RFP identifies three possible locations in the public park that could be used for the natural playground. The District would like the design firm's assistance in choosing the best location for the project. The final decision will be made by the Board of Directors. The District would then like two designs with two different price points for the chosen location.

16. Question: Will the Landscape Architect be ultimately choosing the site for design, or is that discussed before the design begins?

Answer: Specific locations in the public park will be discussed prior to the design commencing, and the District is looking to the design firm to assist in the process of choosing the best location. However, the Board of Directors retains the right to make the final decision on the location in the project in the park.

17. Question: Can the RFP be submitted electronically, and if so, how (emailed or other)?

Answer: Please refer to the RFP, page 5, under Statement of Qualifications, for instructions on submitting proposals. Proposals may be submitted electronically and/or mailed no later than the deadline.

18. Question: Are the appendices considered in the ranking?

Answer: Please refer RFP, page 13, Section 15 "Evaluation Process and Criteria", for ranking criteria and information. All submittals will be initially evaluated by the Administrative Services Manager for completeness and quality of the content. Only those providing complete information as required will be considered for evaluation. The ability to follow the instructions in this RFP demonstrates attention to detail. Proposal Appendices are included as part of this RFP and are required to be completed by each respondent in compliance with this RFP.

19. Question: Can a copy of the sign-in sheet from the site walk be provided?

Answer: The sign-in sheet is attached.

20. Question: Can a copy of the Q&A from the site walk be provided?

Answer: The questions from the site walk are included in this document, Addendum No. 1.

21. Question: Will a Geotech be required for the play structures? Is a geotechnical report available?

Answer: Whether the design requires a geotechnical report will most likely be determined by the design and proposed site elements. The District can provide a preliminary soil investigation report from 2008 which was created as part of the design process for the office buildings.

22. **Question: With the site being relatively flat, and the proposed scope of work not requiring massive grading revisions can the landscape architect provide grading/drainage plans for the play area or will a civil engineer's grading/drainage stamped plans be required?**

Answer: The answer to that needs to be determined by the City of Montclair, however if you would like to include an engineer's stamped plan, please add that to the cost estimate and itemize separately.

23. **Question: What consultants are expected to be under the umbrella of Natural Playground Design Services?**

- **Does the Chino Basin Water Conservation District envision the playground components/features as a pre-designed and/or custom design element that will be assembled on site? (Nature play elements by vendor/manufacturer)**
- **Or will the play elements be fabricated on-site using natural materials (carpenter/contractor) making it completely customized?**

Answer: Landscape architects for the design team are responsible for determining the consultants that the firm would need to develop and deliver the designs. Play elements should be fabricated on-site using natural materials.

24. **Question: It is mentioned in the RFP that there will be three community design meetings, but will there be meetings with a set number of meetings with Chino Basin Water Conservation District Staff, and other non-communal members we should take into consideration?**

- **The deliverables also state that it will be 1 community meeting while the Scope of work text write up states 3. Please clarify.**

Answer: There will need to be at least one community engagement event. More events are encouraged and are not limited to formal meetings; they can include charettes in the park and focus groups with families that regularly visit the park and garden. There is an expectation that design consultants will meet regularly with CBWCD staff throughout the design process as needed.

25. **Question: Should 14.6--Fee Schedule be included after the Appendix, and not counted as part of the 25-page limit?**

Answer: Please refer to RFP, page 12, Section 14, "Required Content and Format of Statement of Qualifications". The proposals, not including the Appendices, shall not exceed 25 pages in length. Submission of a folded 11x17 sheet will be allowable and be counted as one (1) page towards the 25-page limitation requirement.

26. **Question: Do you anticipate getting logs from the city or another source and should the project team recommend a source for logs if they are used in the project?**

The District will receive recommendations for a source for the logs, the District has options to source logs, but they are not guaranteed.

27. **Question: Will the City of Montclair be conducting plan check review as part of the construction documents process?**

Answer: Yes.

28. **Question: We anticipate that new waterwise planting will be minimal within the NEA. Should the consultant team provide irrigation design to modify the existing system, or would the District prefer to have their maintenance team extend irrigation to the new planting areas?**

Answer: The design team should develop irrigation systems for plantings including irrigation specifications, products, and layout to be reviewed with CBWCD staff prior to creating irrigation design.

Sign-in sheet for the Job Walk is attached.

*** * * END OF ADDENDUM NO. 1 * * ***

JOB WALK SIGN-IN SHEET

RFP/CIP NO.: 2024-05

TITLE: Natural Playground Design Services

DATE: 12/9/2024

TIME: 10am

LOCATION OF JOB WALK:

NAME	TITLE	COMPANY	PHONE NUMBER	EMAIL
FRANK WEEK	PRINCIPAL	FAH LTD DESIGNS ARCH	(909) 957 2153	greg.w@fah.com
Clara Boline	Marketing Coordinator	Architerra Design Group	(909) 484-2800	cboline@architerradesigngroup.com
EUZABETH BELBRACKS	MARKETING MGR.	SWA GROUP	(213) 995-0543	ebelbracks@swagroup.com
Annie Pan	Assistant graphic	SALT	626 429-8225	annie@salt-la.com
Trinity Gomez	Admin Assistant	SALT	(562) 381-3605	trinity@salt-la.com
Ashley Compton	Manager	SALT	909-333-0333	ASHLEY@SALT-LA.COM
Andrew Krumwiede	Project manager	Architerra	909 484 2800	akrumwiede@architerradesigngroup.com
C.C. LaGrange	Sr. Associate	Place Works	714 889 9990	clagrangec@placeworks.com
Ashwin Trujillo	Sr. Associate	EPTDESIGN	626-795-2008	atrujillo@eptdesign.com