



Cartwright Park, Fitzsimons Park, and Grey Park Improvements

RFP #24-61

ADDENDUM No. 1

November 13, 2024

Any and all changes to the Contract Document are valid only if they are included by written addendum to all potential respondents, which will be mailed, emailed and/or faxed prior to the proposal due date to all who are known to have received a complete RFP document. Each respondent must acknowledge receipt of any addenda. Each respondent, by acknowledging receipt of any addenda, is responsible for the contents of the addenda and any changes to the proposal therein. Failure to acknowledge receipt of any addenda may cause the proposal to be rejected. If any language or figures contained in this addendum are in conflict with the original document, this addendum shall prevail.

This addendum consists of the following:

1. Addendum Number One (1) is attached and consists of a total of eight (8) pages including this cover sheet. Any changes to the contract noted within Addendum Number One (1) will be reflected in subsequent issues.

Please feel free to call (847-866-2910) or email (lithomas@cityofevanston.org) with any questions or comments.

Sincerely,

Linda Thomas
Purchasing Specialist

Cartwright Park, Fitzsimons Park, and Grey Park Improvements

RFP #24-61

ADDENDUM No. 1

November 13, 2024

This addendum forms a part of RFP #24-61 and modifies these documents. This addendum consists of the following:

Scope of Services:

Respondents shall include the following scope of services at Cartwright Park under Section 2.0, Task 1:

1. Evaluate the architectural and structural condition of the existing gazebo utilizing non-destructive methods. Provide a report summarizing the findings including recommendations regarding renovation or replacement of this park feature.
2. Perform geotechnical testing and analysis as required to determine soil bearing capacity and foundation system design for a new prefabricated gazebo (this work shall be performed only if a new gazebo is required).

Questions Received:

Question 1

Question: Has any environmental testing been done at the parks in the past?

Response: Not to the City's knowledge.

Question 2

Question: The RFP does not ask for survey. Can you confirm the existing Plat of Topography is sufficient for each park? Or is the City open to us including survey in our proposals?

Response: Respondents should assume that the existing Plats of Topography will be sufficient for their design work. If additional survey data is required after consultant work has started it will be added through a change order or furnished by the City.

Question 3

Question: On page 11, the RFP requests that a salary cost multiplier be included for all labor hours. Does it need to adhere to a specific justification (e.g., IDOT plus profit), or are you open to others?

Response: There are no specific cost multiplier justification requirements.

Question 4

Question: Will the Fitzsimons and Cartwright Park projects be bid in one bid package, or two?

Response: This will depend on whether the City awards both projects to one consultant team. If both projects are awarded to one team then consultants can assume that the two projects will be bid in one package.

Question 5

Question: Will the City provide a facility for public engagement process?

Response: Yes.

Question 6

Question: Will the City contact neighboring property owners/stakeholders for meeting notifications?

Response: Yes.

Question 7

Question: Does the City have a preferred vendor(s) for playground equipment?

Response: Yes. The City generally works with Landscape Structures but is open to considering other vendors.

Question 8

Question: Does the City have a preferred vendor(s) for lighting fixtures?

Response: The City has a preferred vendor for pole mounted park lighting (Lumec/Philips). There are no preferred vendors for other types of park lighting.

Question 9

Question: Will light poles and fixtures need to match existing (if applicable)?

Response: No. Generally speaking the lighting systems (if any) in these parks are well beyond their useful life and do not match the City's current preferred vendor.

Question 10

Question: Does the City have a preferred vendor(s) for tennis and basketball court surfacing?

Response: No.

Question 11

Question: Does City have a preferred vendor(s) for site furnishings such as benches, trash/recycling receptacles, bike racks, fencing, and drinking fountains?

Response: The City has preferred vendors for bike racks (Madrax), trash/recycling receptacles (Glasdon), and drinking fountains (Most Dependable Fountains). There are multiple preferred vendors for benches, and fencing.

Question 12

Question: RFP notes to replace “all” pavements. Does this mean all sidewalks within the entire park are to be replaced – even in areas where other work may not be necessary?

Response: Generally, yes but there may be some exceptions. Respondents are encouraged to visit the parks to establish a basic understanding of current conditions on site.

Question 13

Question: Realizing that automated gate designs are complex and subject to ASTM and UL standards, is mechanical push button entry for gates to be automated or just a push bar type system?

Response: We assume this question is in reference to the entry system for the new dog park at Grey Park. As noted in the anticipated program for this location, mechanical push button gate entry is to be included in the scope. Power/data for this location is not included in the scope of work.

Question 14

Question: What is the anticipated square footage for the new dog park?

Response: This is currently unknown and will be determined during the public engagement/concept design process.

Question 15

Question: Will the dog park need fence separation for large and small dog breeds?

Response: This is currently unknown and will be determined during the public engagement/concept design process. Most likely yes.

Question 16

Question: Task 1, item c. – Is a preliminary cost estimate for each initial concept required (3 min.) or only for the refined concept plan of each park?

Response: Cost estimates are required for each initial concept design and each refined concept design.

Question 17

Question: Task 2, item h.4. – Are meetings with City staff in person or virtual?

Response: These meetings may be virtual or in person.

Question 18

Question: Will the City accept a pre-manufactured gazebo to allow for reduced design costs for a custom structure?

Response: Yes, in fact this is expected and should be assumed in consultant responses. However, it is also expected that foundation design for any pre-manufactured gazebo shall be provided by the awarded consultant team including all geotechnical investigation and structural engineering. Consultants shall not be permitted to identify the foundation design work as a “delegated” design item. If a pre-manufactured gazebo system is

determined as the preferred solution (in lieu of renovating the existing structure), the awarded respondent shall work with the gazebo manufacturer to tailor the design to the project and provide a complete set of foundation system drawings/details signed and sealed by a structural engineer licensed in the State of Illinois including any/all structural calculations required to secure a building permit.

Question 19

Question: Are record drawings available that describe how the Cartwright Park gazebo is constructed?

Response: No.

Question 20

Question: Can the (3) Plats of Topography be made available that we can determine whether supplemental surveys are required?

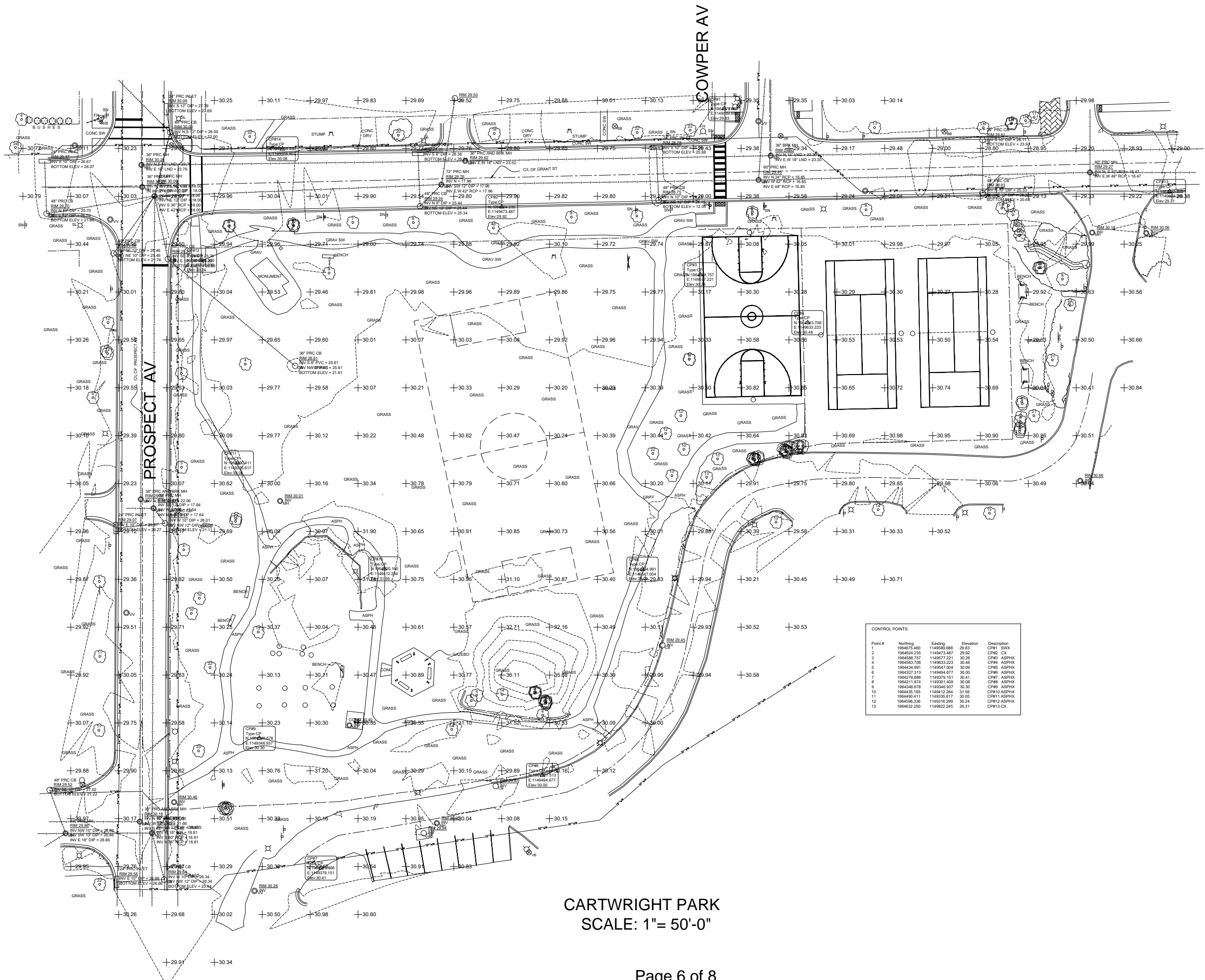
Response: PDF copies of the Plats of Topography are attached.

Question 21

Question: Will the Cartwright Park and Fitzimmons Park public meetings be conducted together (3 total meetings) or separately (6 total meetings)?

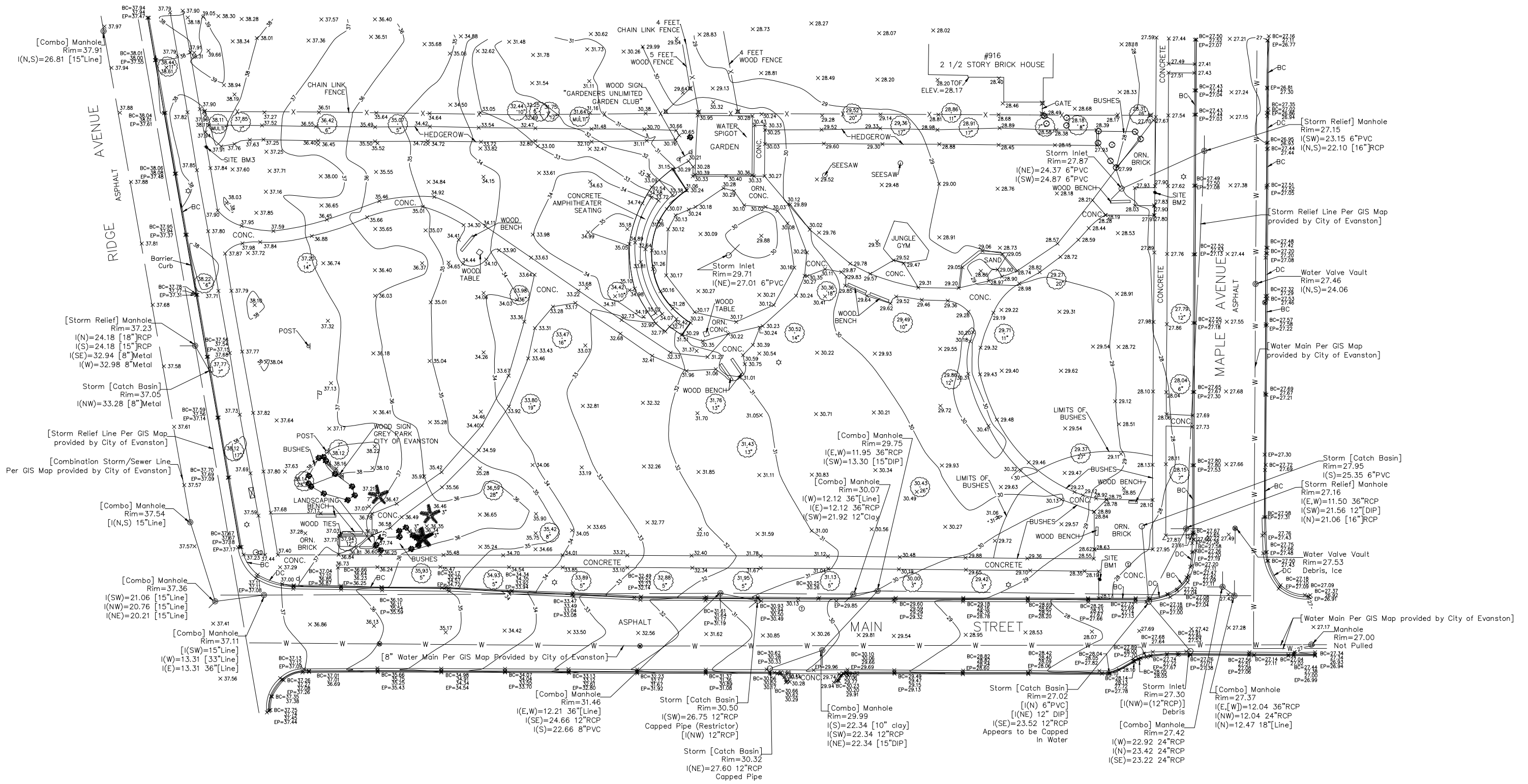
Response: These meetings will be conducted separately (six meetings total).

Note: Acknowledgment of this Addendum is required in the Proposal.



CARTWRIGHT PARK
SCALE: 1"= 50'-0"

Point #	Northing	Easting	Elevation	Description
1	1964675.460	1146598.888	29.83	CP#1 SWIX
2	1964624.235	1149473.487	29.92	CP#2 CX
3	1964598.757	1149577.221	30.28	CP#3 ASPHX
4	1964563.708	1149633.223	30.48	CP#4 ASPHX
5	1964434.991	1149547.004	30.09	CP#5 ASPHX
6	1964327.313	1149494.677	30.00	CP#6 ASPHX
7	1964278.886	1149378.151	30.41	CP#7 ASPHX
8	1964211.974	1149391.409	30.08	CP#8 ASPHX
9	1964346.678	1149348.937	30.30	CP#9 ASPHX
10	1964435.165	1149412.284	31.58	CP#10 ASPHX
11	1964490.411	1149335.617	30.05	CP#11 ASPHX
12	1964598.336	1149315.299	30.24	CP#12 ASPHX
13	1964632.250	1149822.245	29.91	CP#13 CX



GREY PARK
SCALE: 1"=40'-0"