



City of Ridgefield

Addendum No. 1

Solicitation: P21003: YMCA Site Plan

This addendum is hereby incorporated into the solicitation documents of the project referenced above. The following items are clarifications, corrections, additions, deletions and/or revisions to and shall take precedence over the original documents. Additions are indicated by underlining, deletions are indicated by ~~striketrough~~.

All other terms, conditions and specifications shall remain the same.

Questions and Answers:

- 1) **Question:** What is confusing and throwing us off is from page 7 of the RFQ. Under professional qualifications (also below) it states that the project manager should have “proven experience delivering transportation projects.” Does this project, or site have a large transportation or traffic consideration component? Can the project manager be an architect, or does the project manager need to be a transportation expert? Please clarify this experience qualification statement.

Answer: Revise Evaluation Criteria No. 2, sentence no. 2 to read: *The submittal should also discuss how the project manager would consistently ensure high quality of work and their proven performance and experience in managing and delivering site planning and design projects in an expedited process.*

- 2) **Question:** What is the relationship between City of Ridgefield and the YMCA? From the RFQ, it states that the City owns the three parcels identified for the study. Does the City intend to maintain property ownership if the YMCA construction project proceeds. Will the ultimate building project owner be the YMCA, or City of Ridgefield?

Answer: This project is a public/private partnership between the City, YMCA and a site developer. An MOU has been completed between the partners. The City will be providing the land for the project and is taking the lead on site design with this scope of work, as well as with transportation improvements as a part of the Pioneer Widening scope of work that is also currently out for proposals.

- 3) **Question:** Later on, the RFQ states that email delivery is allowed. Are you able to please provide clarification whether e-mail only submittals will be accepted?

Answer: Revise page 2, 5th paragraph, last sentence to read, submittals received by fax will not be accepted. Emailed submittals are accepted.

- 4) **Question:** Will you make the 2016 study available to proposers for background information?

Answer: The study will be provided to the selected design consultant

5) **Question:** Is the cover sheet counted toward the 15-page limit?

Answer: No, the cover sheet does not count toward the page limit.

6) **Question:** Will the selected team be working with an existing program, or developing one?

Answer: The selected team will be working with the City, YMCA and site developer to create a site plan. No programmatic development will be included with the scope of work.

7) **Question:** Is there a swimming pool anticipated for the new facility?

Answer: Yes

8) **Question:** With regard to the land-use permitting referenced, can you please clarify if you are looking for conditional use or land use review?

Answer: Conditional use approval is not anticipated to be required. Site plan land use application will be a part of this scope of work.

9) **Question:** Please confirm if you are looking for detailed qualifications for the proposed Project Manager only, and not other members of the team.

Answer: All members of the team including any proposed subconsultants

10) **Question:** Are you looking for references for subconsultants as well as the proposing firm? If so, how many per subconsultant?

Answer: References may relate only to the prime consultant

11) **Question:** The RFQ states that there is a Dec. 31st deadline for the work. Can you clarify that the 12/31/21 deadline is for Phase 1 only?

Answer: That is correct.

12) **Question:** On Page 3 of the RFQ, there seems to be conflicting statements in the background vs. scope of work sections regarding the site plan land use application. Is site plan land use application part of the scope?

The successful consultant will assess the site and identify potential site layouts for the YMCA. Based on input from stakeholders a preferred layout will be selected. The preferred layout may be submitted through the city's site plan process for land-use. The City of Ridgefield is seeking qualifications from highly qualified firms to provide professional design services for survey, critical areas evaluation, Site Planning, Land Use Permitting and cost estimate for a YMCA facility at Pioneer Street and 51st Avenue on property currently owned by the City of Ridgefield.

Answer: Site plan land use application will be included with this scope of work.

13) Question: Who at the Y have you been working with on this project? Also, do they have an architect involved in the project yet? If so, can you send me their contact information?

Answer: The City has been working with Regional Administration of the YMCA. Contact info will be proved to the selected consultant. Johansson Wing Architects has had limited involvement in the project in coordination with the developer that is a partner on the project.

14) Question: Has the city been working previously with a consultant on this site for funding purposes or preliminary site plans?

Answer: No

15) Question: The scope described the “layout” – can you confirm this includes the building footprint, program of services, parking needs, etc?

Answer: Building footprint, program of services and related information will be provided by the project partners and is outside of this scope of work. Parking needs and layout will be a part of this scope of work.

16) Question: Does the City or the YMCA already have the building program information that will inform the test fit?

Answer: The YMCA has completed a preliminary analysis of the building program. A 53,000 square foot building is currently anticipated.

17) Question: Is there any public process anticipated for the scope (who are the stakeholders that will be involved in reviewing the options)?

Answer: The stakeholders will be the City, Developer and YMCA. Public information to share on the City’s webpage may be included with the scope, but a formal public involvement program is not anticipated at this time.

18) Question: Do you anticipate conducting a new market study?

Answer: No

19) Question: Do the requested cost estimates refer to the entire project (including the building)?

Answer: The estimate developed with this scope would be for the site work only, excluding the building

20) Question: Are you able to share any available information or preliminary analysis relative to the site?

Answer: Preliminary critical areas analysis have been completed and will be share with the selected consultant.

21) Question: The proposal is limited to 15 pages – can we provide staff resumes in an appendix outside this limit?

Answer: Yes, staff resumes can be added as an appendix and not count towards the page limit.

22) Question: Will the YMCA be providing the floor plan/space requirements for the facility or is it the City's responsibility to engage with an architect for that preliminary work? If the latter, will the preliminary space planning effort, and any building cost estimating, be included in the scope of work for this advertised project?

Answer: The YMCA will be providing floor plan and space requirements for the selected consultant to incorporate into the site planning effort.

23) Question: You indicate "The City parcels [identified as the preferred location] have all undergone some level of preliminary analysis...". Can you share what analysis work has been done, and who did it?

Answer: Preliminary critical areas analysis has been completed on the property to the west by Clark Regional Wastewater District, and on the property to the east by the former property owner. This data will be shared with the selected consultant.

24) Question: Is an Environmental Site Assessment (ph 1 or ph 2) likely going to be required for the parcels?

Answer: Not with this scope of work.

Approved By:



Date: 1/19/2021