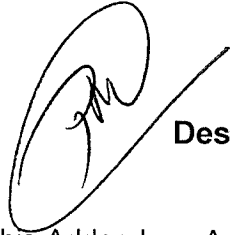


January 21, 2020



**ADDENDUM #2**  
**RFP 20-51**  
**Design Services for Hovey Park**

The number of this Addendum, Addendum No. 2, must be entered in the space provided on the Bid Form.

**CLARIFY:**

1. The Project Scope document requests a minimum of two public meetings in the introductory "Project Scope of Work" section, but the list of Anticipated Meetings and the list of Deliverables both each only reflect a single public meeting. Can you clarify the intent?

Answer – The 2 minimum meetings include:

- 1 meeting with the City's Disability Commission—their meetings are all public meetings
- 1 larger community meeting/charrette

The need for any additional meetings will be discussed as design progresses—the city expects "one fully-rendered colored view of the project in plan view suitable for public viewing in high-resolution electronic (PDF) format at 100% design"—which we would be able to use at a public meeting that city staff may lead.

2. My understanding from the briefing session is that the City does not currently have a topographic survey or other detailed base map of the relevant portion of the park. Would you like proposers to include a site survey as part of the scope of work (by a licensed surveyor), or does the City intend to obtain one separately in parallel to this RFP for design?

Answer – Respondents should include a price for a site survey for the project locus area.

3. The RFP makes specific mention of presentation to visually impaired community members. Is there a known interested group / party we should be anticipating (specific to this project), or is this request a reflection of the City's desire to have the process and outreach be as broad and inclusive as possible?

Answer - The city would like all respondents to be prepared to accommodate people with disabilities which may make it difficult for them to fully participate in the public process without accommodation. There are not any specific people asking for these accommodations, but the city wanted to be clear we have the expectation that accommodations can be made as necessary.

The city owns and will make available for any public meetings, simultaneous translation equipment to support the public process as well.

4. Our firm is an LLC, structured as a partnership, and as such, Form E as written is not applicable (no Board of Directors, Clerk/Secretary, Corporate Seal, etc.). Should we include a comparable form attesting to signature authority for the Manager/Member(s) in place of Form E?

Answer - Yes

5. My understanding from the briefing is that the City is NOT anticipating the scope of services to include: a) a water play / splash pad feature; lighting; security cameras; wetlands-related work (including environmental permitting); work on the fields. Can you confirm that understanding?

Answer - Correct

6. Is there a desire to add a drinking fountain or bottle filler to the space? Is there a water line into the park already, and if not, should we anticipate adding one?

Answer – No the city is not looking to add a fountain or bottle filler. There is not a water line into the park already.

Prebid attendance signin attached