

ADDENDUM NO. ONE
REQUEST FOR PROPOSALS
CHERRYWOOD PARK DRAINAGE IMPROVEMENTS
PROJECT NO. 21-46B
CITY OF THORNTON, CO

TO: Prospective Proposing Firms and all others concerned

DATE: May 19, 2022

PURPOSE: To provide additional information and clarification to the solicitation documents for the above-referenced Project.

1. The following information shall become part of the original Request for Proposal (RFP) for this Project.

A. The first paragraph of Section III. Notice – Request for Proposals is deleted in its entirety and replaced with the following:

*“The City of Thornton, CO (“Thornton”) respectfully requests separate sealed Proposals for Design Engineering Services for **Cherrywood Park Drainage Improvements, Project No. 21-46B** (hereinafter referred to as “Project”). Proposals will be received until **5:00 p.m.**, local time, **June 20, 2022** in the Contract Administration Office, 9500 Civic Center Drive, 2nd Floor City Hall, Thornton, CO 80229-4326.”*

Please note the intent of the change is to extend the proposal due date to June 20, 2022. Any and all references to the due date found within the request for proposal documents should be understood to be modified as such.

B. For reference purposes only, the City is providing the Phase III Drainage Report for Cherrywood Park Filing No. 2 dated November 18, 2000. Please note this document is for reference only and is not to be considered a “Contract Document”.

2. The following questions and answers are provided for additional clarification to the RFP.

Question 1: “The RFP states the cumulative time frame for the project design is 126 Calendar Days. Is this a hard requirement or is there some flexibility?”

Answer 1: The 126 Calendar Days in the RFP was for planning purposes only. It is not a “hard requirement”. Proposing Firms should provide a reasonable and realistic schedule as part of the proposal. There is no hard requirement for the project timeline, but proposing firms should understand the timeline is part of the evaluation criteria.

Question 2: “Should the design consider any modifications to the existing shade structure or nearby stairs?”

Answer 2: The City does not believe any modifications of the shade structure are required. However, there may be some alignment modifications at the base of the stairs to accommodate drainage correction solutions.

Question 3: “Is there currently irrigation available at the empty tree holes?”

Answer 3: The City believes there is irrigation available, but has not confirmed that to be true.

Question 4: “Is the field area part of a designed detention area? Does it need to be included as part of a flood mitigation plan?”

Answer 4: Yes. Cherrywood Park is part of a flood detention area. Proposing Firms should review the drainage report provided with this addendum to better understanding the area drainage and detention issues.

Question 5: “What are the priorities associated with the drainage for this project?”

Answer 5: Alleviating the consistent drainage across the sidewalks are the primary concern. Draining the standing pond water on the south side of the park (south end of the sidewalk) and the field drainage are the second and third priorities respectively.

Question 6: “Will the project require design consulting services through the warranty phase?”

Answer 6: Yes. The Consultant is expected to provide services throughout the construction of the project to include the warranty phase.

Question 7: “Should the proposing firms do Geotechnical investigations to determine if the drainage is groundwater?”

Answer 8: The City believes the drainage is due to groundwater seepage. Proposing firms should assume this to be the case. Geotechnical investigations should be considered as part of the scope post award.

3. The Pre-Proposal Conference Minutes to include attendees are attached for additional information.

4. All other terms and conditions shall remain unchanged except as provided by this Addendum. Proposing firms must acknowledge receipt of this Addendum in their Proposal.

END OF ADDENDUM NO. ONE

DocuSigned by:
Jim Jensen 5/19/2022
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Jim Jensen Date
Contracts Manager

Project Name: Cherrywood Park Drainage Improvements
Project No.: 21-46B

Pre-Proposal Conference Meeting Agenda

Date: 5/12/2022

Time: 1:00 p.m.

Location: Zoom Web Meeting

1. Introductions and Roles/Responsibilities
 - Thornton Staff:
 - PM: Andrew Tadross
 - CA: Paul Morris
 - Others: _____
 - Others: _____
 - Conference Sign In
2. Project Description: The Project includes the design services necessary to:
 - Investigate and identify causes of the water seepage on to the concrete walkways and poor drainage and
 - Produce graphic and construction bid documents for landscape upgrades and drainage improvements on the 7.3-acre park located at 13807 Madison Street.
3. Bid Process (CA)
 - Schedule
 - Bids are Due 6/20/2022 @ 5:00p.m.
 - Will be received either electronically at bidnetdirect.com or physically (mail/delivery/courier/hand delivered) at the Contracts Admin Office; 9500 Civic Center Dr., Thornton, CO 80229-4326.
 - Late Bids not accepted for any reason. It is the Consultant's responsibility to ensure the bids are received on time.
 - Question Due Date: 5/31/22 @ 5:00pm. Questions should be sent in writing via email to Paul.Morris@ThorntonCO.gov
 - Proposal Submission
 - In the cover letter, please include the name/title/email of the **BOTH INDIVIDUALS WHO WILL SIGN AND ATTEST** if awarded.
 - Please include a timeline of major tasks.
 - The Estimate of Labor Resources needs to be broken down by task and man-hours. This will be the basis of the agreements schedule of value (SOV) and how you will be allowed to bill it.
 - Evaluation Criteria
 - Evaluation will be a "Best Value" consideration by a three-party selection committee.
 - Responsiveness to needs of Thornton – Does the proposal address the issues? Proposed solutions (or approaches) to the existing issues, means and methods, etc.

- Past Performance – Thornton’s experience based on past projects with the proposing firm.
 - Experience – Demonstrate that the firm has met the qualifications.
 - Engagement Team – include standard resumes.... It is desirable that the team members were related to or associated with the identified projects or have some similar experiences.
 - Fee – Always a concern.
- All documents/signatures will be electronic.
4. Scope Review
- Investigate & Determine cause of drainage issues
 - Develop resolution as well as construction drawing set to eliminate the drainage issues
 - Develop updated Landscape plan & drawings
5. Questions and Answers:
- Please see the questions and clarifying responses provided in section 2 of Addendum No. 1.
6. Conference Attendees:
- Paul Morris – COT
 - Andrew Tadross – COT
 - Pat Horn – Martin-Martin Engineering
 - Matt Jones – Baseline Engineering
 - Jacob Hanson – Kumar & Associates
 - Jonathan Diller – Smith Environmental & Engineering

file: Cherrywood Park Drainage Improvements, Project No. 21-46B