



ADDENDUM #1

To: All Companies Interested in Submitting a Proposal
From: Heather Mell, Purchasing Agent
Proposal: Design Services for Miniature Golf Course (Proposal #PUR0519-251);
Dated: June 28, 2019
Subject: Addendum #1 (2 pages)
Date: July 9, 2019

The following questions and/or clarifications were asked relative to the above-listed Request for Proposal. This memo is sent for clarification to all companies to whom the proposal was sent.

Question: Section 4.3 – If we were selected to design the course, can we submit a bid to build it?

Answer: Yes, as long as the concept, design, and products are non-proprietary, provide non-preferential pricing and are available for all bidders to submit a bid.

Question: Section 4.3 – If we choose not to submit a bid on the design phases we would still like to put a bid in for the build portion.

Answer: Yes, they may still bid on project. They are two separate bids.

Question: Section 4.3 – Pre-Bid Meeting – is this required to attend?

Answer: Not Required.

Question: Additional meetings – 4.3.1/4.3.3/4.3.4 are these meeting required? Would video conference work? Our concern is if all meetings require a representative to physically be there it could become very costly for both parties.

Answer: Video Conference will be acceptable for some meetings but at least one should be face to face.

Question: Section 4.2 – Will there be a specific site parameter? Attachment D has limited information.

Answer: Not at this time. Attachment D shows the general area available for design. This area may be adjusted if necessary.

Question: Section 4.2 – Will there be a topographical survey available? Will the consultant selected be responsible for gathering all site information?

Answer: Consultant is responsible for gathering all site information. City will provide utility information that they have.

Question: Section 4.2 – Course budget-do you have a budget range for the overall course? For example, are we designing a course that needs to stay within the \$100,000 budget range?

Answer: Approximately \$200,000 for the course itself not including design costs.

Question: We are looking to partner with a firm for the RFP. The firm is interested in bidding on the construction of the project. If they are part of the design team would they be precluded from bidding on the construction?

Answer: No, as long as the concept, design, and products are non-proprietary, provide non-preferential pricing and are available for all bidders to submit a bid.

Question: What size (overall acreage / SF) is available for the project layout?

Answer: Approximately 0.60 tenths of an acre plus or minus.

Question: Would the course design be limited strictly to the course, or include a separate clubhouse, parking, etc?

Answer: Just the course.

Question: What is the overall budget for this project we would be designing to?

Answer: see above question for course budget.

Question: Will this be a prefabricated Micro-Golf style, or custom hole Adventure Golf?

Answer: Custom designed miniature golf course.

Question: Is the overall scope of design to include the golf holes and walkways, or does this include lighting, mechanical, landscaping, irrigation, etc.?

Answer: Design is to include course, utilities, mechanical, lighting, walkways and landscaping. 9 of the 18 holes need to be ADA accessible. All ADA holes must be grouped together.

Question: Section 4.3.3 “shall provide 2—3 conceptual designs for staff review and comments before moving on to the preliminary design and cost estimating” Can we assume the potential concepts and/or desires of the owner will be discussed during the 4.3.1 kickoff meeting?

Answer: Concepts and desires will be discussed during the kick-off meeting but conceptual designs will still need to be completed to narrow the focus of the project.

Question: Item 4.4 “the construction bid process must be complete in time for construction work to be done in early spring of 2020”. Does “done” mean construction completed by early spring of 2020, or does “done” mean construction accomplished during early spring 2020?

Answer: Done means that all design work and bid documents need to be completed allowing for sufficient time for the contract to be let and construction to begin in the spring of 2020. Most likely looking to bid the project around December of 2019.

All addenda that you receive shall become a part of the contract documents and shall be acknowledged and dated on the bottom of the Signature Page (page 24). The deadline for proposal submittal is Monday, July 22, 2019 at 3:00pm CDT.