



REQUEST FOR QUALIFICATIONS – Splash Pad Design/Build Services

PROPOSAL NUMBER: RFQ NO. 918 ISSUE DATE: December 1, 2022

The City of Berkeley, Missouri seeks professional services qualifications for the design and construction of a Splash Pad and improvements at the Berkeley Municipal Pool. All proposals must be sealed and received no later than **12:00 pm on Friday, January 20, 2023**.

No late proposals will be accepted.

Send proposals to:

City of Berkeley
Attn: City Manager
Reference Proposal: RFQ No. 918
8425 Airport Rd
Berkeley, MO 63134

Introduction

The City of Berkeley is seeking qualified firms to provide Design-Build Services for the design and construction of a Splash Pad facility (“Project”), updating the Municipal Pool, and providing for new parking and safe road crossing facilities. The project location is Berkeley Municipal Pool, 6400 Evergreen, Berkeley, MO 63134. Design-Builder shall be responsible for furnishing design, engineering, and construction services for the satisfactory completion of the Project. This will be a Guaranteed Maximum Price Contract for design-build services, not to exceed **\$450,000**.

The cost of the work shall include all fees, material, fixed equipment, labor and services necessary, including design and engineering, to produce the construction required by the Contract.

The General Contractor will be responsible for establishing a professional “design-build” team and responding to this RFQ. The team should consist of professionals (licensed where required) in the areas of splash pad design, splash pad construction, architectural design, structural design, site design, and geo-technical, along with various subcontractors.

Proposals provided in response to this RFQ that comply with the submittal requirements will be evaluated in accordance with the criteria and procedures described herein. Based on the results of the evaluation, the City will award the project to the most advantageous Proposer based on the cost and the evaluation factors set forth in the RFQ.

Background

The Berkeley Municipal Pool has served our residents well for decades, but coming out of the COVID shutdown, Council desires to improve our City facilities to better serve the current needs of our residents. To that end, we are planning for the expansion of this facility with the addition of a Splash Pad.

Concerns exist about the adequacy of parking and safety of residents being able to cross the street to access the Pool and new Splash Pad. Therefore, we intend to improve upon those attributes of the facility with this project. Additionally, discussions have already begun with Ameren about burying the nearby power lines in order to improve the aesthetics of this facility and nearby Frostwood Park.

Although the Pool has undergone improvements and repair in the past few years, we recognize that the passage of time and lack of use during the pandemic has likely resulted in repairs being needed for the Pool and Pool house. That is included in the scope of this project.

Selection Process

Each proposal will be reviewed to determine whether it has been submitted in accordance with the proposal requirements. Proposals deemed non-responsive will be rejected from further review. Proposals deemed responsive will be evaluated based on the evaluation criteria set forth in this RFQ. The City will determine which proposals are reasonably susceptible of being selected for award based on the evaluation criteria.

The City may conduct a Best and Final Offer (“BAFO”) process and each Offeror determined to be susceptible of being selected will be given the same opportunity to participate in the discussions, negotiations, and revisions of the proposals for the purposes of obtaining the BAFO. The City may also conduct oral presentations/interviews.

City staff will evaluate all proposals. It is possible that interviews will be performed with a select number of contractors prior to formulations of a bid award recommendation to the City Council. Evaluation of the proposals shall be based upon, but not limited to, the factors listed below, not necessarily in the order of their importance:

- Experience, qualifications, and general abilities of the “design-build” team
- Quality of the overall project approach
- Cost proposal
- Proposed project schedule
- Specified warranties and other after-service provisions
- Bonding capacity, insurance coverage, and other legal matters
- Quality of references, prior business experience with the contractor, or reputation of contractor with other local municipalities/clients
- Responsiveness to items as set forth in this RFQ

The City will make an award to the responsible and responsive Offeror whose proposal is determined to be the most advantageous to the City taking into consideration the evaluation factors set forth in this RFQ.

Pre-Proposal Meeting

The City will hold a Pre-Proposal Meeting on Thursday, December 15 at 11:00 am at the Berkeley Municipal Pool at the project site location (6400 Evergreen).

The City will hold a follow up Pre-Proposal Meeting via Zoom on Friday, December 16 at 11:00 am to answer any additional questions. The link will be posted on the City website by Monday December 12 at www.Cityofberkeley.us and sent via email to all interested parties

Contact Person and Inquiries

Any questions or suggestions regarding this RFQ must be submitted in writing by Friday, January 6 at 5:00 pm to the City Manager, Nathan Mai-Lombardo by email at: nathan@ci.berkeley.mo.us. Any response made by the City will be provided in writing to all Proposers by addendum. No verbal responses shall be authoritative. Responses to the questions will be posted on the City's website: www.cityofberkeley.us will be posted within one week of the questions deadline.

Special Instructions

Parties interested in acquiring this contract with the City of Berkeley shall submit one (1) original and four (4) copies of the proposal package to meet the requirements below:

1. All bids must be labeled “**City of Berkeley – Splash Pad Design/Build Services**”
2. Proposer must be properly licensed and secure necessary permits wherever applicable.
3. The City strongly encourages the inclusion of a sketch plan accompanying your bid.
4. Preservation of Rights: The owner reserves the right to reject any and/or all proposals/bids and waive all minor technicalities, informalities and irregularities. The owner reserves the right to accept the proposal/bid, which in the judgment of the Owner, is in their best interest.
5. The City of Berkeley is the sole determiner of a qualified professional services firm and may request other information sufficient to determine bidder's ability to meet these minimum standards listed above. Request for information contained in this section may also occur at any time during the effective period of this Contract, or any extension/renewal thereof.
6. Provide a minimum of 3 references of similar projects to include Company name, contact person, address, phone number, e-mail and project cost. Forms to be submitted are on Exhibit D attached at the end of this document.
7. Termination of Contract: The City of Berkeley may, at any time they deem necessary, terminate this agreement with thirty (30) calendar days written notice.
8. Freight Terms: Unless otherwise noted, all freight and shipping must be prepaid. All freight charges must be included in prices submitted on proposal.
9. Discounts: Any discounts allowed prompt payment, etc., must be noted and reflected in bid figures and not entered as separate pricing on the proposal form.

Instructions to Offerors

Design/Build Team must have a minimum of 5 years' experience in commercial pool building and design/construction of outdoor aquatic facilities including filter rooms, spray pads and pool decking. Submit qualifications and references, including job experience, certifications, licenses, and professional references.

All work proposed by qualified Design/Build Team must be complete to the City, meet all State of Missouri and Federal laws, codes and regulations and meet or exceed industry standards. Submit examples of similar work including drawings, equipment specifications and photos of facilities completed.

The proposal must include a written strategy that clearly defines how the team will go about completing the project – both design and construction. This strategy must include detailed information for:

- Project management, assignments, and responsibilities
- Project design process, including review stages by City Staff and Consultant
- Cost estimating procedures and value engineering opportunities
- Construction process, including sub coordination and procedures
- Procedures for shop drawings, submittals, and design changes
- Construction inspections and quality control procedures
- Project wrap-up procedures and Specified Warranties (1 Year minimum)

Submit a copy of Business License and proof of the company's insurance for Design/Build Team members. Each proposal must also include information regarding the following legal matters:

- Any litigation filed within the past three (3) years
- The current bonding capacity of the General Contractor
- The financial strength of the General Contractor

There is no obligation on the part of the City to award the contract to the lowest Offeror and the City reserves the right to award the contract to the responsible Offerors submitting responsive proposals with resulting agreements most advantageous and in the best interest of the City. The City shall be the sole judge of the proposals and the resulting agreements that are in its best interest and its decision shall be final.

This Project is expected to commence on or around January 24, 2023 and to be substantially completed within six months from the date the Notice to Proceed is given to the successful Design/Build Team, with a **desired** opening during the Summer of 2023.

PROJECT SCHEDULE: The proposed project schedule would be as follows (subject to changes):

- | | |
|-----------------------------|--|
| • RFQ deadline | Friday, January 20, 2023 |
| • City Council award | No earlier than Monday, January 23, 2023 |
| • Design Services completed | Friday, March 31, 2023 |
| • Construction commencement | Monday, April 3, 2023 |

Project Description

Contracted Design/Build Team will survey the site and design, engineer and provide architectural drawings and documents to:

- a. Design and construct a new Splash Pad water feature with above ground features and ground level features
- b. Design and construct a filtration system
- c. Provide shade structures, fencing, and seating for the Splash Pad and Pool
- d. Update the existing Pool House as necessary
- e. Conduct any needed pool updates and repairs
- f. Grade site as needed to accommodate construction and drainage
- g. Update the parking across the street from the pool to include more spaces, sidewalks fronting the pool, and elevated and lighted crosswalks with signals
- h. Possible burying of utility lines at Frostwood Park working in conjunction with Ameren
- i. Coordinate with the City and include review at critical points, such as conceptual, 50% complete, 90% complete, and Final.
- j. Explain this coordination process clearly in your proposal
- k. Incorporate a process of construction cost estimating and procedures for value engineering.
- l. Explain the estimating and value engineering process clearly in your proposal

m. Receive approval of selected equipment and finishes as part of the design process

The City reserves the right to amend, alter, or delete the above list of services in order to deliver a project within acceptable budget parameters. The successful contractor will be required to work closely with City staff and Consultant to control costs and potentially value engineer certain components of this project.

Terms and Conditions

Contracts – The successful contractor shall enter into a binding contract with the City. The contractor shall prepare:

- Agreement Between Owner and Design-Builder, AIA Document A141-2004
- Terms and Conditions, AIA Document A141-2004
- Determination of the Cost of the Work, AIA Document A141-2004 (where applicable)
- Insurance and Bonds, AIA Document A141-2004

Any reference to mandatory arbitration or mediation shall be deleted. Final contract documents must be approved to the satisfaction of the City. All contract documents shall be executed and returned to the City with fifteen (15) calendar days after receipt of Notice of Award (NOA).

Securities – The successful contractor shall furnish, within fifteen (15) calendar days after receipt of NOA, a Performance Bond and a Payment Bond, each in the amount of one hundred percent (100%) of the Contract Price. The bonds shall be issued by a surety company licensed and authorized to conduct business in the State of Georgia. Bonds shall clearly refer to this invitation by title and shall show the City as holder.

Insurance Requirements – The selected *firm* agrees to provide Liability Insurance containing contractual Indemnification Coverage in the amount of two million dollars (\$2,000,000.00), The firm shall include the following on the Certificate of Insurance as Additional Insured:

The City of Berkeley
8425 Airport Rd
Berkeley, MO 63134

Reserved Rights – The City reserves the right to accept or reject any and/or all proposals, to waive irregularities and technicalities, and to request resubmission. Any sole response received by the first submission date may or may not be rejected by the City. The City reserves the right to award the order to the most responsible contractor submitting a proposal, with a resulting negotiated agreement which is most advantageous and in the best interests of the City. The City shall be the sole judge of the proposal, and the resulting negotiated agreement that is in its best interest and its decision shall be final. Additionally, The City reserves the right to make such investigation or to request clarifications, as it deems necessary, to determine the ability of any contractor to complete the delivery of the order.

Cost of Proposal – This RFP is not to be construed as a contract or as a commitment of any kind; nor does it commit the City to pay for any cost incurred in the submission of a response or for any cost incurred prior to the execution of a formal contract.

Submission Requirements - Submission of qualifications shall include, but not be limited to:

- a. A brief profile of the firm's history, principals, staff and facilities;
- b. A statement that neither the firm nor any of its principals or licensed staff has ever been disbarred, suspended or otherwise prohibited from professional practice;
- c. A statement on the firm's ability to provide the professional services listed above. Evidence shall be submitted in the form of project profiles and recently completed relevant project concepts and layouts

of similar scope. Descriptions of previous projects must identify the firm's principal and staff who were primarily assigned to such projects along with owner representative and contact numbers;

- d. The firm shall identify the professional(s) to be primarily assigned to this project (including resume and history of projects) and note the approximate percentage of time each listed principal or key staff member will be committed for direct participation;
- e. Firms are required to identify any relevant sub-consultants they propose to engage for this project and describe previous experience of working together;
- f. Firms shall include a section in their submission that articulates their understanding of the nature of the project and site;
- g. The firm is required submit at least three (3) references on the forms provided;
- h. Firms are required to submit their Cost Proposal as in the format contained within this RFP document in a separate sealed envelope;
- i. Any special conditions that the firm intends to propose should be disclosed in their response to this RFQ.

Hold Harmless Statement – The following statement must be included in the accepted contract – *The firm (your name)* agrees to hold harmless, indemnify and defend the City of Berkeley, the Parks & Recreation Department their officers, commissioners, employees, successors and assigns from and against any and all losses, costs, judgments, suits, liabilities, claims, demands and expenses (including reasonable attorney fees) incurred by any one or more of said indemnities and arising out of or connected with any personal injury, property damage or death resulting from the performance or malperformance.

Reference Submittal Form

REFERENCES

Reference No. 1 of 3

Company Name: _____

Street Address: _____

City/State/ZIP code: _____

Primary Contact: _____

E-mail Address: _____

Phone Number: (_____) _____

Cell Phone Number: (_____) _____

Project Cost: _____

Reference No. 2 of 3

Company Name: _____

Street Address: _____

City/State/ZIP code: _____

Primary Contact: _____

E-mail Address: _____

Phone Number: (_____) _____

Cell Phone Number: (_____) _____

Project Cost: _____

Reference No. 3 of 3

Company Name: _____

Street Address: _____

City/State/ZIP code: _____

Primary Contact: _____

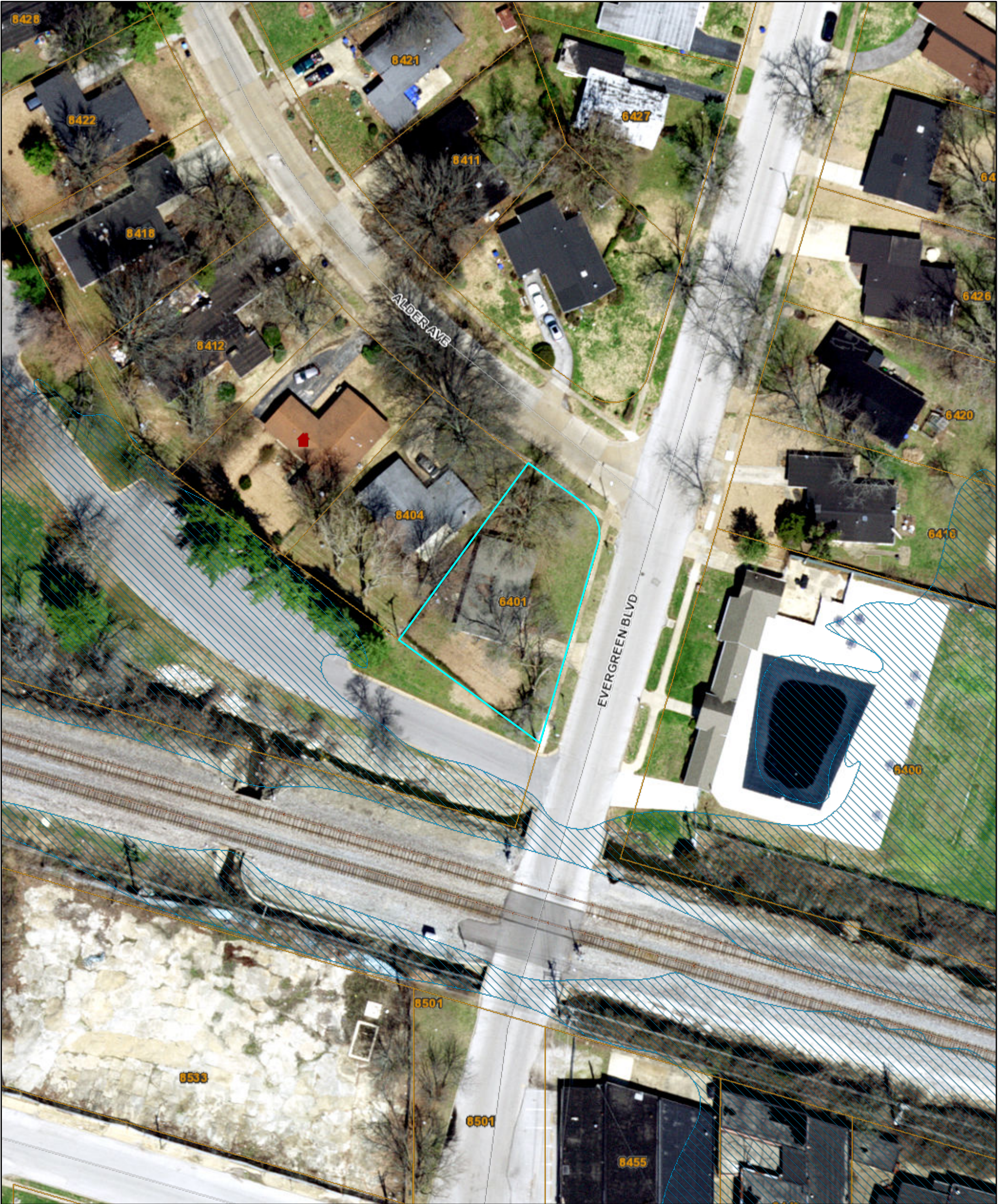
E-mail Address: _____

Phone Number: (_____) _____

Cell Phone Number: (_____) _____

Project Cost: _____

St. Louis County Map



11/7/2022, 4:14:08 PM

Image

Red: Band_1

Green: Band_2

Blue: Band_3

Sales (Last 2 Years)

Other Flood Areas (0.2% Annual Chance)

Special Flood Hazard Areas (1% Annual Chance)

1:600

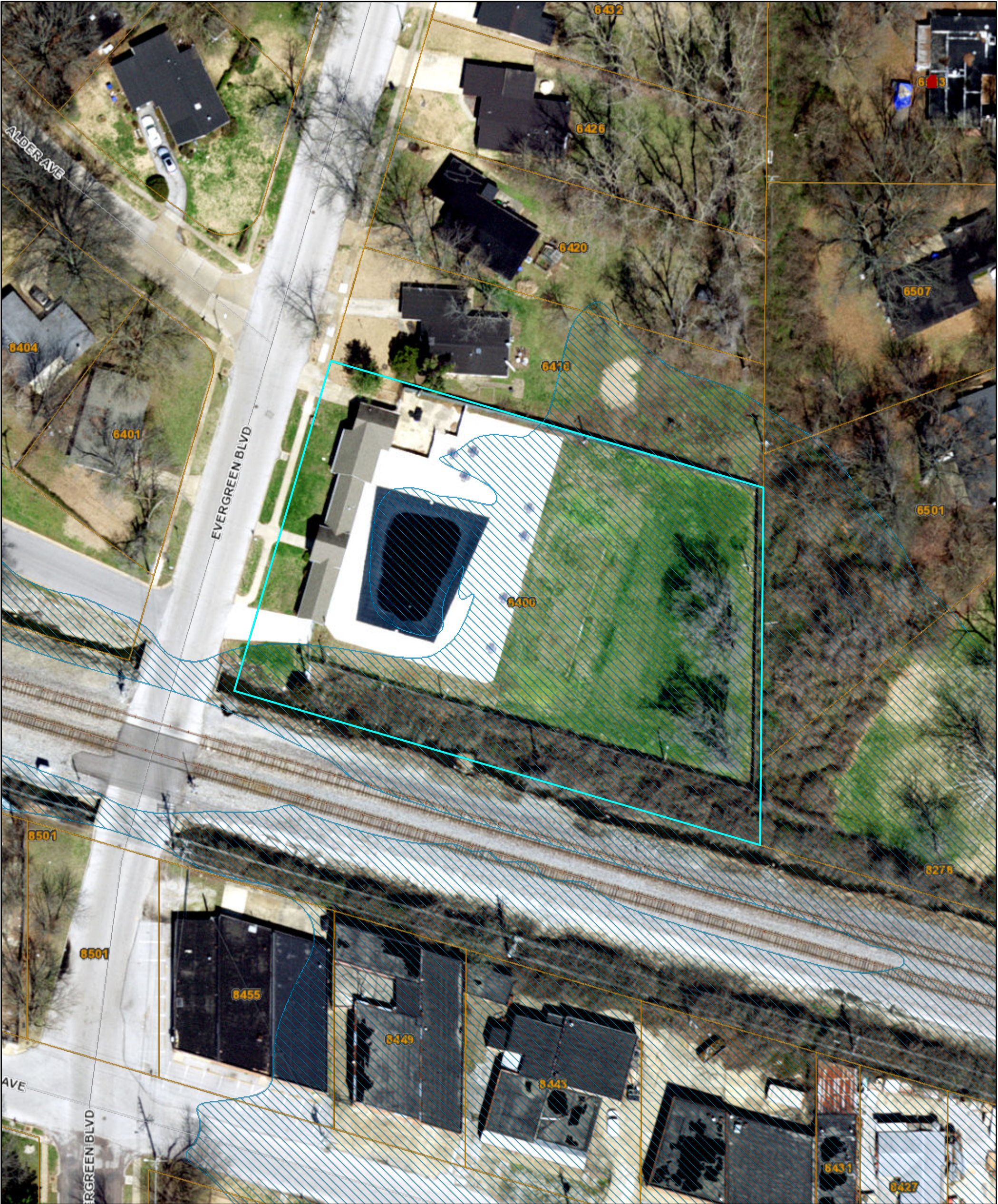
0 0.01 0.01 0.02 mi

0 0.01 0.02 0.04 km

St. Louis County GIS Service Center

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St. Louis County Map



11/7/2022, 4:10:17 PM

Image

Red: Band_1

Green: Band_2

Blue: Band_3

Red house icon

Sales (Last 2 Years)

Yellow diagonal hatching

Other Flood Areas (0.2% Annual Chance)

Blue diagonal hatching

Special Flood Hazard Areas (1% Annual Chance)

1:600

0

0.01

0.01

0.02 mi

0

0.01

0.02

0.04 km

St. Louis County GIS Service Center

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St. Louis County Map



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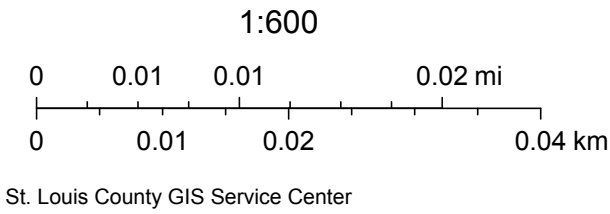
- Image
- Red: Band_1

Green: Band_2

Blue: Band_3
- Sales (Last 2 Years)

Other Flood Areas (0.2% Annual Chance)

Special Flood Hazard Areas (1% Annual Chance)



St. Louis County Map



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Image

Red: Band_1

Green: Band_2

Blue: Band_3

Sales (Last 2 Years)

Other Flood Areas (0.2% Annual Chance)

Special Flood Hazard Areas (1% Annual Chance)

1:600

0 0.01 0.01 0.02 mi

0 0.01 0.02 0.04 km

St. Louis County GIS Service Center

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