

Kiwanis Park Improvements & Waller Mill Park Shelter Replacement

Mandatory Pre-Proposal Meeting Questions and Answers

- **Does the exercise equipment need to be handicap accessible? Is safety surfacing required for the exercise equipment?**

All exercise equipment should be handicap accessible on an ADA compliant pad. It should be installed according to all manufacturer recommendations. The manufacturer states that the “preferred method of installation is surface mount, with posts bolted to concrete.”

- **Are there specific erosion control measures that must be followed?**

There are no additional erosion control measures. All state and local codes must be followed. Please note that the Kiwanis Park portion is subject to City of Williamsburg codes and the Waller Mill Park portion is subject to York County codes.

- **Is the award of the project based strictly on price?**

The award of the project is not price driven.

RFP Section 10:

- A. “The Selection Committee will rank contractors in order of preference using the evaluation criteria below.
1. Project approach. (30%)
 2. Past project experience and client reference. (20%)
 - a. Brief description of at least three (3) similar projects to include design and installation of playground structures, shelter, basketball courts and exercise equipment.
 - b. Provide references from other local governments or clients.
 3. Project fee structure and cost estimate. Please provide alternate pricing for Waller Mill Park shelter project. (20%)
 4. The firm’s background and qualifications. (10%)
 - a. Skill, experience and training of project team that will be performing the work.
 - b. Description of firm.
 5. Project schedule and proposed timeline for completion. (10%)

Durability, warranty, and quality of equipment, including established reputation and experience of the manufacturer of equipment. (10%)

- **Is the walking bridge the only accessible route to the shelter at Waller Mill Park?**

There is a gravel road that connects from the main paved entrance road for Waller Mill Park and continues on to the Shelter side of the bridge.

- **Where are the trees located that need to be taken out?**



The above marked trees are the four (4) proposed trees for removal.

- **Do you require a site plan at Waller Mill Park?**

There is no site plan required for Waller Mill Park as part of the RFP process. You will need to consult York County as to whether they will require a site plan as part of the permitting process.

- **Will you be looking at the two projects separately?**

This is one project with an additive item and will be evaluated accordingly.

- **Should prices be listed separately?**

The additive item should be listed separately. For the main project you can break the price down in whatever way you think best allows us to evaluate your fee structure.

- **What is the tree replacement plan at Waller Mill Park?**

Trees will need to be replaced as required by York County when the permit is received and according to all state and local laws. The specific trees and placement of trees will be negotiated between the City of Williamsburg and the chosen contractor.

- **Are there any landscape architecture sheets of Kiwanis Park? Also, sheets including the square footage?**

All site plans and drawings of Kiwanis Park from previous stages of construction will be posted along with the RFP.

- **Are there any sheets on what you would like the park to look like?**

There are no plan sheets on what we would like the project to look like. We are requesting proposals for what you recommend given our requirements and restrictions.

- **Is sub-drainage specified in the plans at Kiwanis Park?**

Sub drainage is required. Under drains should be installed as per manufacturer recommendations. The sub-drainage should be connected to the existing storm-water drain located between Softball Field 1 and the proposed playground site. The location of the storm-water drain is detailed on the posted site plans.

- **What is the time frame for the beginning and completion of the projects?**

The project is to be completed by the end of the City of Williamsburg Fiscal Year 18 (June 30, 2018).

- **Is there a domestic water meter available at Kiwanis Park?**

There is a water meter available between Softball Field 1 and proposed Softball Field 4. This meter is located near the irrigation control valve box and runs off a 2" pipe. The exact location can be found on the posted site plans. The plumbing for both water fountains should be tied in on the customer side of this meter.

- **Can you post any GIS drawings of Kiwanis Park online?**

Site drawings for the project will be posted but no current GIS drawings are available.