

## **Request for Qualifications: Questions and Reponses**

**Released: Monday, June 22, 2020**

**Revised: Wednesday, June 24, 2020**

- 1. Item 7 Qualifications Content, Item 4.d asks for a “List of categories to be performed by firm’s own team.” Is this the services the Prime firm will be providing in-house?**

Please provide a list of services the Prime firm will be providing in-house and services to be provided by project partners or subcontractors.

- 2. Item 7 Qualifications Content, Item 5a asks for “3 design firm references and 3 contractor references.” Our understanding is that the scope of work for this RFQ is for design services. Is a Contractor to be part of our team? What is meant by “contractor references?”**

Please provide references for both your firm as well as your subcontractors. You are not required to have a construction contractor as part of your team; however, it is required that there is someone on your team that can provide construction and maintenance costs estimating for each phase of design.

- 3. Are firm brochures provided under Item 6 Supplemental Material included in the 20-page limit?**
- 4. Would an appendix beyond the 20 page max be allowed?**

Please adhere to the 20 page limit. Should the selection committee require additional information from teams they may request it as part of the process.

- 5. I notice there isn’t a pre-bid meeting scheduled. Is there any opportunity for our team to chat with DFWI prior to issuing our response?**

We have scheduled a virtual meeting with DFWI and city staff on Monday, June 29<sup>th</sup> at 2 pm.

Join meeting:

<https://fortworthtexas.webex.com/fortworthtexas/j.php?MTID=me0aeba8c0353686025356ffdf32c403a>

Meeting number (access code): 126 118 5021

Meeting password: Fxn2Rm

Join by phone

817- 392- 1111 or 1-650-479-3208 Call-in toll number (US/Canada)

Global call-in numbers

Tap to join from a mobile device (attendees only)

+1-650-479-3208,,1261185021## Call-in toll number (US/Canada)

Join from a video system or application

Dial 1261185021@fortworthtexas.webex.com  
You can also dial 173.243.2.68 and enter your meeting number.

Join using Microsoft Lync or Microsoft Skype for Business  
Dial 1261185021.fortworthtexas@lync.webex.com

**6. May non-city standard pole light fixtures be used for the scopes described in this RFQ?**

Non-city standard pole fixtures can be used within the park itself, but any streetscape lighting will need to meet city standards. There is a Downtown Urban Design Standard requirement in Downtown Fort Worth for city streets. The DFWM and the city staff can work with the selected team to clarify this during the design process.

**7. Franklin Street extends beyond the boundaries of the scopes circled on page 2 of the RFQ. Does the scope include all of Franklin Street, from Taylor Street to its terminus near Trinity Urban Apartments?**

**8. Does the Franklin Street scope extend from the roadway retaining wall to the north to the bluff ridge to the south (not just the trail)?**

No, the scope of work for Franklin Street only includes the area from Taylor Street to the top of the bluff adjacent to Heritage Park and Heritage Park Plaza. Franklin Street is not the road that runs along the Trinity River. The roadway that runs along the river is a maintenance and access road.

**9. Are the eight observational platforms attached to the N Main Street bridge included in the scope of this RFQ?**

The scope does not include the North Main Street bridge or the observational platforms.

**10. Will there be lighting scope to the east and west to extend a feeling of awareness and safety at night?**

The scope only includes the areas discussed in the Request for Qualifications. We do not anticipate extending the scope at this time.

**11. Is there an estimated project construction budget established**

**12. Is there a construction budget? If so, what?**

Preliminary construction estimates were generated to advance the design conversation based on concepts only and require further design and decision-making. The selected team will need to include a consultant that can provide construction and maintenance budget estimates at each phase of design. We will be extremely cost sensitive during the design process.

**13. Please clarify the delineating line between Heritage Park Plaza (previously taken to 95% CD) and the balance of Heritage Park area included in the RFQ?**

The plans for Heritage Park Plaza are in the Site File and the limits to the Heritage Park Plaza scope are defined in those plans. For the purposes of your work, the balance of Heritage Park is defined by the boundaries of W. Belknap and N. Main Streets to the south and east, Franklin Street to the south and the river to the North.

**14. Are there additional stakeholders (other than DFWII and CFW) that will be leading design team selection and overall process?**

Yes. There is a Steering Committee that guides the DFWII/CFW project team and the consultant team. Selected members advise throughout the process. In addition, the project will require public participation and input.

**15. Who was the design + consultant team responsible for the redesign and 95% construction documentation development for Heritage Park?**

This information is in the Site File. Bennett Benner Partners and Studio Outside produced the 95% construction documents.

**16. Are design materials and documentation for Heritage Park available to review?**

We have included all information in the Site File.

**17. Will the design + consultant team for Heritage Park be retained for coordination of project interfaces/adjacencies?**

The selected design team will lead the effort going forward for all the elements other than any work required for Heritage Park Plaza.

**18. Is there a preference for the Heritage Park consultant team (i.e. Civil, Structural, MEP, Traffic, etc.) to continue with the Paddock Park + Courthouse Pedestrian + Traffic Safety Improvements (i.e. existing site knowledge + familiarity with adjacencies and tie-ins) for this project?**

We prefer that the selected team handle all aspects of the RFQ.

**19. Will the design team be expected to participate in or provide additional deliverables to assist with fund raising for additional phases (DD-CA) of the project?**

The design team will be expected to provide renderings and images helpful in advancing the project and participate in meetings with stakeholders and the public to be determined as part of the contract negotiations with the selected team.

**20. Is the design intent for Paddock Park + the surrounding pedestrian and traffic safety improvements to feel integrated (considering both aesthetic and accessibility) with the new design of Heritage Park?**

Yes, the design should balance and be respectful to the architectural styles of Heritage Plaza and the Tarrant County Courthouse. The design of Paddock Park should primarily relate to the Courthouse but should also serve as a nexus to Heritage Park and Plaza. The pedestrian improvements should be contextual to the Courthouse and downtown as a whole.

**21. Will construction be phased for 1-Heritage Park (already complete to 95% CD's) and 2-Paddock Park + Courthouse Pedestrian + Traffic Safety Improvements (primary scope per RFQ)? If so, is the intent for these projects to open at the same time as an overall improvement to the public realm (targeting dedication on the 175th anniversary, June 2024 – per RFQ)?**

The Steering Committee guiding the project design and fundraising will determine the design and fundraising going forward and whether any phasing will be needed depending on the outcome of the process. The ultimate goal would be to deliver the entire project per the schedule in the RFQ. However, phasing is a distinct possibility.

**22. Is licensure (for all consultants) in state of Texas a requirement?**

All final documents for construction shall be signed and sealed by a licensed Texas professional.

**23. Is there a MBE/WBE/SBE/LBE requirement for the team?**

**24. Is there a DBE/SBE/MWBE goal associated with this project?**

All firms responding to this invitation shall note that it is the policy of the City of Fort Worth to establish a Small Business Enterprise (SBE) goal on contracts of \$50,000 or more. Teams invited to submit proposals will be required to address the utilization of SBEs.

Small Business Enterprise Provisions:

All proposers shall note that it is the policy of the City of Fort Worth to ensure the full and equitable participation of Small Business Enterprises (SBE) in the procurement of services with a fee or cost of \$50,000 or more by establishing a SBE goal. The SBE goal on this project is 15%.

The information shall be submitted with the proposal and shall include: (1) the name, address and telephone number of each SBE; (2) the description of the work to be performed by each SBE; and (3) percentage of the participation.

The SBE firm(s) must be located or doing business in the City's geographic market area at the time of proposal opening. The diverse participation shall be associated within the six (6) county geographic marketplace that have been accepted by the City of Fort Worth. The City's geographic market includes the following six (6) counties: Tarrant, Dallas, Denton, Johnson, Parker and Wise. Offerors are strongly encouraged to obtain SBE listing from the Business Equity Division and may contact us at 817-392-2674 or email [mwbeoffice@fortworthtexas.gov](mailto:mwbeoffice@fortworthtexas.gov) to confirm that each SBE that it intends to use is located in the geographic marketplace and accepted by the City that will be counted towards the goal that will be established at the appropriate time. The City of Fort Worth accepts certification from the North Central Texas Regional Certification Agency (NCTRCA), Texas Department of Transportation (TxDOT), Dallas/Fort Worth Minority Supplier Development Council (D/FW MSDC) and the Women's Business Council (WBCS).

If a proposer fails to meet the stated SBE goal, in part or in whole, then a detailed explanation must be submitted to explain the Good and Honest Efforts made to secure SBE participation.

Failure to submit the SBE participation information or the detailed explanation of the proposer's Good and Honest Efforts to meet or exceed the stated SBE goal may render the proposal non-responsive.

**25. How many teams will be shortlisted?**

The five top ranked firms will be short listed.

**26. Will there be interviews to finalize selection of the design + consultant team? If so, when will teams be notified and will teams be able to participate remotely (i.e. Zoom, GoTo, etc.)?**

DFWII/CFW can select a team from the RFQ or ask for more information and issue a Request for Proposals if deemed necessary.

It is anticipated that short list of teams will be interviewed. We have the capability to accommodate interviews remotely.

**27. Section 7 of the RFQ states that "A successful team will consist of the following professionals with related experience: ... Contractor with Construction Bidding Expertise ...". In Section 3 "cost estimating for construction and maintenance, project schedule, value engineering, constructability review during design". Does this mean the intent is for a Construction Management approach where a CM is watching costs throughout the process? Or Can the team include a Construction consultant/cost estimator be used to monitor costs and constructability through design?**

**28. I've read through the RFP and have a few questions regarding scope of work and disciplines needed/required for the project. We understand the scope of work to be for the initial design phases, and once the project is successful at raising additional funds, the contract will likely be amended to include other design phases through construction documents and construction administration. The RFQ asks for a Contractor with Construction Bidding Expertise, along with contractor references. Are you looking for a Landscape Architect to be prime and lead the contractor at this time? Is the contractor anticipated to do pre-construction services or are they on the team intended to be for pricing? Just curious if a cost estimator would be sufficient at this time.**

**29. There are several Design/Build and Contractor references in the RFQ. Can you please clarify?**

A team can include a consultant that can provide cost estimating services throughout design or a construction consultant/cost estimator to monitor costs and constructability through design. As a reminder, this contract is for design services only. Construction will be sourced separately.

**30. Paragraph 7.2 of the RFQ mentions "Thorough knowledge of city design standards ... requirements, procedures": Does this mean the particulars of Fort Worth? Or urban design in general?**

The team should have experience and be familiar with standard city design requirements and procedures, and it would be likely be deemed helpful to have knowledge of Fort Worth requirements.

**31. If a firm is awarded the contract for design, would that preclude them from proposing on or being awarded construction?**

No.

**32. Would you please provide the list of steering committee members?**

The Steering Committee has not yet been finalized.

**33. Would you share any insight of the intended use of the vacant land located west of the Heritage Park in front of TCC campus?**

The scope of work only includes the areas highlighted in the RFQ. The scope does not include the areas to the west of the Park, under the Paddock Viaduct/North Main Street bridge or the area adjacent to TCC's camps to the east of the North Main Street bridge at this time. We understand that could be a future phase, however, the goal of this RFQ is to focus on the connections immediately in the environs of Heritage Park Plaza and to reopen Heritage Park Plaza.

**34. Is there an anticipated fee associated with conceptual and schematic design?**

DFWII/CFW will negotiate fees with the selected team.

**35. What type of public engagement is anticipated for the conceptual and schematic design process?**

The selected team will be required to make presentations to the public and to various stakeholders upon the request of DFWII. This will be negotiated with the selected team. In-person public meetings will be held and are preferred before and after the conceptual and schematic phases.

**36. Who will be responsible for managing the project on the Client side / what is the makeup of the Client stakeholder team?**

Downtown Fort Worth Initiatives, Inc. will be co-managing the project with the City of Fort Worth. The team's main point of contact will be Melissa Konur, the Planning Director of DFWI, and Sevanne Steiner, Senior Planner at the City of Forth. Coordination will occur closely with Andy Taft, the President of DFWI, city staff and the Steering Committee. DFWI has a staff that will assist with various aspects.

**37. Are there local Bond requirements associated with the project, and what are they if so?**

Performance, Payment and Maintenance Bonds will be required during construction.

Funding sources for design also include the 2014 Bond Program.

**38. Is there a desire to conduct economic impact analysis and/or market and financial feasibility analysis in conjunction with the design?**

DFWII has already conducted an initial financial feasibility study to assess fundraising potential. Going forward, additional assessments may be needed. The final scope of work will be negotiated with the selected team. An economic impact analysis is not contemplated.

**39. Is the project expected to undergo environmental analysis of any kind, and would that be done under separate scope if so?**

An environmental analysis will be needed for the roadway improvements, and likely will be needed for the staircase and canopy walk. North Main Street is owned by TXDOT. Additional environmental review may be necessary for other elements depending on funding sources.

**40. Will participation in this early design stage preclude opportunity to participate in subsequent phases (both design and construction).**

No. However, it is anticipated that the selected team will complete the design for this project through final construction plans and construction observation.

**41. Will the successful team have access to the Vergason team that has been working on the Heritage Plaza restoration to review and understand concepts, goals and approach?**

The 95% plans for Heritage Park Plaza will be completed by the previous team. There is a limit to that scope of work. There will need to be coordination on where those projects meet.

**42. Will we also be afforded access to any other documentation (i.e. TRVA and Streams and Valleys) that might impact upon this project and it's relationship to the river?**

The Site File includes most relevant information for this project. However, should additional information be needed to inform the project's design, we will work with the selected team to secure documentation or other needed information.

**43. Can you tell us who will be on the selection committee?**

The selection committee will be comprised of members of the Steering Committee. The selection committee has not been formed yet.

**44. Given the current COVID crises, will ALL virtual submittal be considered as coordination with printers and delivery are not easy nor always advised?**

Electronic submittals are not allowed. The RFQ includes the City's requirements for submittal.

**45. Here is a question based on the information from the top of page 10 for the Heritage Park RFQ:**

**"A successful team will consist of the following professionals with related experience: Licensed Landscape Architect, Licensed Architect, Licensed Civil Engineer, Licensed Geotechnical Engineer, Contractor with Construction Bidding Expertise and other design professionals."**

**Does this mean we need to submit the RFQ as part of an already solidified team or is DFWII and the Committee assembling the team based on each entity's submittal?**

The RFQ is looking for a full team with a single point of contact. This does not preclude the addition of other consultants should a service be needed or required.

**46. If separately, do we need to list potential team partners/members from each of the above mentioned disciplines?**

Yes.

**47. Can you please clarify on what is intended for update of 95% documents?**

The 95% plans for Heritage Park Plaza will be completed by the previous team. There will need to be coordination on where those projects meet and specifications will need to be updated with respect to materials and availability.

**48. Does the City of Fort Worth and/or Parks & Recreation Department have signage standards that will be implemented, or will the signage design be unique to this project?**

There may be some standard signs needed, but it is anticipated that most signs will be unique to the project.

**49. How set in stone are the current proposed solutions for the Heritage Park Plaza forecourt, Franklin Street improvements, River Stair and the Canopy Walk? Is there an opportunity to revisit these design interventions?**

The concept of getting down the river via stairs and a canopy walk have public support. Details have not yet evolved past conceptual design for any of the elements listed. The edge of the park is defined by the bluff; thus, access to the river is limited and imperative at this location. All proposals should address how to access the river at this location and must meet all ADA requirements.

**50. In the RFQ it states that future phases of work past SD will occur once DFWII raises additional funding. Is DFWII currently raising funds or is it anticipated that the revised design will be used in a capital fundraising campaign?**

Yes.

**51. Is there an overall anticipated construction budget for the entire study area?**



Preliminary construction estimates were generated to advance the design conversation based on concepts only and require further design and decision-making. The selected team will need to include a consultant that can provide construction and maintenance budget estimates at each phase of design. We will be extremely cost sensitive during the design process.