

## RFP #2016-03 Landscape Architectural Services

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### Responses to questions received prior to the August 19<sup>th</sup> Deadline

1. Does the Town of Windermere wish to have Construction Administrative Services rendered to oversee the installation of the work? *This can be included as an add alt to the pricing sheet for the initial services quoted to achieve the scope in the RFP*
2. Will Civil Engineer be retained by the Town for grading, drainage & parking lot coordination? *Yes*
3. Is lighting design and fixture selections/specifications needed? If so, for what elements in each park? *Lighting may be incorporated into some of the park designs. Specifics can be specified either through final design or discussed at stakeholder meetings.*
4. Is wayfinding/signage needed? If so, for what elements in each park? *No*
5. What is the construction budget for the work identified? *TBD. The Town has access to both General Funds and Tree Mitigation Funds for both design and implementation. The implementation may be phased in different fiscal years depending on cost and if they are eligible for grant assistance.*
6. Page 7 (4.06) “The Respondent is required to be familiar with all and shall be responsible for complying with all Federal, State, and Local laws, ordinances, rule, and regulations that in any manner affect the work including grant award terms for all grants to which a respondent may apply on behalf of the Town.” I noticed that the town was recently awarded a \$50,000 FRDAP grant for the Windermere Recreation Center are there any other grants to anticipate for the other 5 park locations? *The Town will be submitting 2 grant applications for FY 16/17. Both are minor improvements to each park and the amount we are seeking is \$50k for each park. The FRDAP applications will be for Central and Fernwood Parks.*
7. Page 14 (last bullet point) “The design will include removal of and management plan for invasive species at the parks identified.” Will all 6 park locations require this removal and management plan for the invasive species? *Yes*
8. Is there an estimated budgeted design fee for these parks? *TBD. The Town has access to Tree Mitigation Funds for this project but no specific amount has been allocated.*

9. Are the required forms counted in the 25 pages? No
10. Is the letter of interest/Executive Summary (up to 3 pages) counted in the 25 pages? No
11. Can the firm that provides the RFP be the same to install or be selected as the contractor? Yes
12. Will there be any Architectural or Civil related improvements requiring coordination of primary design consultants for any of the 6 park areas? If there are areas that require stormwater, grading, or architectural assistance the Town will coordinate those efforts with the winning contractor.
13. Will an AutoCad version of the site survey be provided for all scope areas, including a current tree survey? The Town is limited in its information for these parks but will provide what we have if requested. Some parks have surveys while other do not.
14. Is there an established budget for each park that you can share? TBD. The Town has access to Tree Mitigation Funds for this project but no specific amount has been allocated.
15. Will night use of parks be permitted, and lighting improvements required? Only parks with Tennis Courts can be accessed at night. All others are Dawn to Dusk.
16. Can you please confirm the program scope for each park is what has been listed in section 5 under each park heading in the RFP? Yes. The intent is to enhance the look, functionality, and attract more residents to these areas.
17. Park Specific Questions:
  - a. Windermere Recreation Center:
    - i. Are there any modifications intended in the wetlands area? New Fishing Pier, Volleyball Court (on island), and possible kayak launch.
    - ii. Will any bridge or span structure design be required for island connection? No. One is existing but look can be enhanced.
    - iii. Are the tennis courts intended to be replaced? No
  - b. Fernwood Park:
    - i. Is a new boat ramp and dock design part of this scope? No
  - c. Lake Down Park:

- i. Is a new boat dock design part of this scope? No
- d. Park among the Lakes:
  - i. Are the tennis courts intended to be replaced? No
- e. Park Among the Lakes:
  - i. Are the tennis courts intended to be replaced? No