

# Conservation Resource Center – Plaza and Landscaping Design Services

## Questions and Answers – Set 1

February 2, 2024

**There are some aspects to the project that seem as though it may benefit or require expertise from other consultants, specifically thinking about Civil, Structural, and/or MEP engineers. Is there an expectation that the proposing team include additional consultants, such as those listed, as a part of their team?**

If outside consultants are needed to develop a buildable design as outlined in the scope of work, our expectation is that the proposing team will engage the needed consultants directly. The proposed design cost should include or estimate those consultant costs in the proposal.

**Is the project design-bid-build or shall the proposing team have an independent cost consultant on board?**

The proposal is design-bid-build, but the implementation costs will factor into the final design. Proposers should demonstrate in their proposal how they plan to provide cost guidance to the district to inform design element decisions. If an independent cost consultant is needed to provide that guidance, the proposal should address that need.

**On-site we discussed that there is not a need for additional, formal stormwater expansion. Beyond this conversation are there any known or expected environmental concerns related to the project?**

- **Any known areas of environmental protection – such as recorded wetlands or similar**

Site drawings show areas of concern, but they are outside the footprint of the project area. Please refer to the site drawings for what is known.

- **Plant materials expected to be protected - specifically existing mature trees, previously installed code required plantings, existing exhibit/test areas adjacent to the scope area**

It is upon the proposer to ensure the design, if implemented, creates an outcome that is compliant with all laws and ordinances. Proposers should identify any design aspects where formal approval is required by the appropriate jurisdictions for the design to be considered buildable by CSWCD.

- **Known poor/contaminated soils**

The project footprint is likely to contain mostly degraded soil from construction, especially where soil was not added specifically to support landscape plantings.

Site drawings related to this project are available upon request. Please contact Jason Faucera at [jfaucera@conservationdistrict.org](mailto:jfaucera@conservationdistrict.org) or (503) 210-6013 and provide your contact and company information to be sent a link to download the drawings.

- **Known infrastructure within the scope area beyond what was discussed on the site walk, though this may be noted in as-builts**

Please refer to as-builts for existing infrastructure.

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**Scoring item F (page 4) states a fee schedule and overall cost are subject to evaluation, however in the Proposal Contents (pages 3-4) there is no mention of team fee schedule. Is a fee schedule representing the entire team fee required, and if so, where in the Proposal Contents shall this appear. Does this impact the dictated page limits?**

We've created Addendum 1 to the RFP to address the lack of instructions for providing cost proposals. It can be downloaded along with all relevant documents and future addenda from the district website:

<https://conservationdistrict.org/2024/request-for-proposals-landscape-design-services.html>

Acknowledgement of receipt of Addendum 1 and any future addenda is required in the proposal. Proposals without acknowledgement of all addenda may subject the bidder to disqualification.

**Is a cost estimate necessary to include in the proposal? It is not listed in the Proposal Contents A-G section, but is listed as item e in the evaluation criteria.**

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**You noted that the proposing team is to submit a cost proposal for a proposed design and alternative, which gives me the understanding that you're looking to have an anticipated construction cost included in the proposal. Often the RFP includes a client provided value for the available funding for construction which we would ultimately seek to align with during the design process for initial alternatives and a preferred design concept.**

Alternatives are not required in Addendum 1, but if one is included, it needs to indicate the percentage of compensation that will be due at specific phases of the design. We are not asking for anticipated construction costs to be included in the proposal. We also do not have a budget set currently for construction. I'll reiterate what we shared about the budget in the Site Showing Notes from January 30<sup>th</sup>:

CSWCD is a local government entity, specifically a Special District, that derives its funding for services from a property tax levy in Clackamas County. We will rely on the winning design firm to help us create a design that reflects our District values, needs, and goals while allowing us to be responsible stewards of public funds.

We have the flexibility to break the implementation into smaller phases to help address cost issues and have needed to rely on value engineering to reduce costs for past projects. The winning firm will demonstrate an understanding of our need to design outcomes that are economically viable as a governmental organization.

As it is difficult for proposers to estimate a design cost without a construction budget, it is similarly difficult for the District to develop a construction budget without a design concept nor expertise in construction cost estimating.

Proposers will need to provide an approach and associated cost proposal that helps the design team and the District arrive at a fair value for the services provided while achieving the District's vision for the project.