

ADDENDUM No. 1
TO THE RFP DOCUMENTS – RFP PR-23-02
PARKS AND RECREATION MASTER PLAN

CITY OF CORDOVA, AK

Addendum Issue Date: August 16, 2023

RFP Submittal Date: September 1, 2023, at 3PM.

Previous Addenda Added: None

Issued by: Duncan Chisholm
Director, Parks & Recreation
City of Cordova

Notice to RFP Submitters:

RFP Submitters must acknowledge receipt of this addendum by one of the following methods:

- 1) By acknowledging receipt of this addendum in the RFP cover letter when proposal is submitted.
- 2) By email which includes a reference to the project and addendum number.

The RFP submittals require acknowledgment individually of all addenda to the RFP. Any Proposals received without acknowledgment of receipt of addenda may be rejected prior to evaluation.

The original Request for Proposals (RFP) remains in full force and effect. This Addendum 1 provides answers to questions received by potential proposers up to August 15, 2023. The deadline for written questions is August 25, 2023, at 5pm.

Please do not hesitate to contact me with any questions regarding this addendum.

Duncan Chisholm
Director, Parks and Recreation
City of Cordova.

Questions and Answers

Q1. ·Can you share more info about the contents and scope of the Facility Condition Assessments report? Did this cover buildings/structures only, or did it cover park sites and outdoor recreation areas?

A1. The City contracted Coffman Engineers Inc in 2022 to complete a number of Facility Condition Assessments in City owned buildings and structures. For the Parks and Recreation Department the following assessments were completed:

- Bidarki Recreation Center
- Bob Korn Memorial Swimming Pool
- Hollis Henrich's Park Restroom
- Odiak Camper Park Restroom
- Fleming Spit Recreation Area Restroom
- Eyak Lake Skater's Cabin
- Parks & Recreation Maintenance Shop
- Odiak Pond Boardwalk & Gazebo

Each Condition Assessments provides:

- A description of and assessment of the various building components
- A list of deficiencies, ordered by urgency for repair or correction.
- Rough order of magnitude cost estimate for listed deficiencies, as well as building replacement.
- A routine and preventive maintenance plan.

The reports are available to be downloaded on the City's website www.cityofcordova.net.

Please scroll to the bottom of the front page and you will see them listed in PDF format.

Q2: ·Our landscape architect typically spends time early in the project visiting parks, trails and other outdoor amenities to look at current condition or for opportunities for improvements, etc. If this type of review is not part of the above report, would the City have interest in that scale of site review?

A2. The City is interested in building upon the current information and Proposers are welcome to include further assessments as part of their proposal.

Q3. Regarding the split of effort between phases 1 and 2 work, is the City open to having Phase 1 started in the fall, but carried over to early 2024? If the contract is approved and funds encumbered, can you carry forward the unspent funds into 2024, or are you obligated by the budget to expend the full amount of Phase 1 in 2023 and have all of that work done by end of 2023?

A3. The City can carry over the funds, subject to Council approval.

-ENDS-