



**DANE COUNTY DEPT. OF
PUBLIC WORKS, HIGHWAY &
TRANSPORTATION**

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Madison, Wisconsin 53713
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Public Works Engineering Division

ADDENDUM 1

May 15, 2019

ATTENTION ALL REQUEST FOR PROPOSAL (RFP) HOLDERS

RFP NO. 318064 - ADDENDUM NO. 1

ANDERSON FARM DOG PARK FACILITY IMPROVEMENTS

PROPOSALS DUE: THURSDAY, MAY 23, 2019, 2:00 PM. DUE DATE AND
TIME ARE NOT CHANGED BY THIS ADDENDUM.

This Addendum is issued to modify, explain or clarify the original Request for Proposal (RFP) and is hereby made a part of the RFP. Please attach this Addendum to the RFP.

PLEASE MAKE THE FOLLOWING CHANGES:

1. Requested Services and Business Information

RSBI-1.B.3.:

Change: at least three (3) concrete restoration projects of similar design scope and size of the Dane County Parking Ramp. to at least three (3) recreational park projects of similar design scope and size of the Anderson Farm County Dog Park and Shared-Use Trail.

2. Supplementary "Scope of Services":

Additional information regarding anticipated Scope of Services is included with this addendum.

If any additional information about this Addendum is needed, please call Ryan Shore at 608/266-4475, shore@countyofdane.com.

Sincerely,



Project Manager

Enclosures:
Supplementary Scope of Services

Scope of Services

- 1.1 Initial on-site tour/Kick-off Meeting: Consultant shall meet with County Staff to detail project concept and scope.
- 1.2 Perform topographic site survey of sufficient detail for plan preparation and permitting for the dog park and shared-use trail. Survey to include parcel and ROW boundaries, existing land features, utilities including power poles, existing trails, roadways and culverts within project areas. Assume survey access is available by ATV/truck during frozen and dry conditions prior to spring planting. Existing crop fields within the project area will be planted to soybeans and cool season grasses in the spring of 2019. Scope of services for this task item includes:
 - A. Conduct topographic survey at 1-foot contour interval tied into the NAVD88 datum and Dane County Coordinate System of the entire dog park project area and an approximate 4,000-foot long by 100-foot wide corridor for the shared-use trail.
 - B. Provide rebar with cap benchmarks for establishing future horizontal and vertical control as necessary for design and construction field staking.
 - C. Provide survey plan in electronic formats (PDF & CAD). The CAD format shall be consistent with AutoCAD Civil 3D 2016 and shall include points, breaklines, linestyles representing features, 1-foot contours, and geo-referenced aerial imagery.
 - D. Provide ascii electronic file for all survey and benchmark points in format of point, northing, easting, elevation, description.
- 1.3 Perform Site Evaluation necessary to properly design the proposed stormwater basin at proposed dog park, per WDNR conservation practice standards: <https://dnr.wi.gov/topic/stormwater/documents/SiteEvalForInfiltr1002.pdf>. Assume access by ATV/truck is available prior to spring planting. The following deliverables are to be provided for this work item:
 - A. Provide Site Evaluation Report, in electronic format, per WDNR post – construction technical standards.
- 1.4 Prepare preliminary construction documents for the dog park and shared-use trail to South Main Street based on the concept plan provided by Dane County Parks including access roads, parking lots, stormwater facilities, trails, fencing, culverts, landscaping. Scope of services for this task item includes:
 - A. Prepare 30% plans of the dog park and shared-use trail for review and comments. Designs should show sufficient detail for commencing permit application submittals and archaeological review that provide the best balance between minimizing environmental impacts, practical construction considerations, acceptable slopes, aesthetics, compatibility with existing utilities and cost considerations.

- B. Address County comments and prepare 60% plans, specifications and estimates of the dog park and shared-use trail for review and comments.
- 2.1 Address County comments for preliminary construction documents and finalize plans, specifications and estimates (PSE) for the dog park and shared-use trail including:
 - A. Typical cross sections at 50' intervals, plan and profile sheets for proposed dog park access roads and proposed shared-use trail, and spot elevations at all proposed parking lot corners.
 - B. Hydrology and hydraulic calculations necessary for all proposed stormwater facilities, pipes, culverts and conveyances. Includes any culverts necessary for the access roads, parking lots, stormwater facilities, and trails for the proposed dog park and shared-use trail.
 - C. Cut and Fill calculations and quantities.
 - D. Plans and specifications shall include invert and rim elevations and sizes for all proposed stormwater conveyance facilities including pipe bedding and rip rap at outfalls and end sections. The plans shall be of sufficient detail to allow for field survey staking with customary degree of accuracy.
 - E. Construction documents shall include stormwater management and erosion control plans, specifications, and narrative that meet Dane County Chapter 11& 14 erosion control and stormwater management requirements and Wisconsin NR 216 requirements.
 - F. Plan and profile sheets are anticipated to be prepared to a 1"=40' scale on 11 inch by 17 inch size sheets.
 - G. All final plans, specifications and itemized cost estimates subject to County review and approval.
 - H. All final plans, specifications and itemized cost estimates shall be of sufficient detail for County unit price bidding and contractor construction purposes.
- 2.2 Provide written clarification regarding drawing and specification questions and RFIs during bidding. Public Works will complete bidding services including front end bid documents, procurement, pay applications and change orders approvals.
- 2.3 Prepare and secure all permit applications and plans/exhibits needed to complete the permit process. This item is not considered complete until all necessary permits have been approved. Permits anticipated include:
 - A. Wisconsin DNR
 - i. DNR WRAPP - Construction Site Storm Water Runoff
 - B. Dane County WRE
 - i. Erosion Control Permit
 - ii. Stormwater Management Permit
- 3.1 Perform construction staking for the dog park and shared-use trail. Assume project areas will be accessible by foot or ATV for construction staking. Scope of services for this task item includes:
 - A. Set local benchmarks.
 - B. Field stake the following dog park facilities:

- i. Stake roadway and trail centerlines at 50-foot intervals.
 - ii. Stake parking lot corners and pavement edges at 50-foot intervals, offset as requested by Contractor.
 - iii. Stake vault toilet location and vault rim elevation.
 - iv. Stake stormwater detention/infiltration basin perimeter, offset as requested by Contractor.
 - v. Stake all proposed stormwater conveyance facility locations with invert and rim elevations.
 - C. Field stake approximately 4,000 feet of proposed shared-use trail centerline.
 - i. Stake trail centerline horizontal alignment every 50-feet.
 - vi. Stake trail culvert locations and invert elevations.
- 3.2 Attend Construction Progress Meetings and provide Daily Observation Reports for each-up to 6 by invitation.
- 3.3 Provide written clarification regarding drawing and specification questions.
- 3.4 Provide recommendations to address changed or unknown conditions that may appear during construction.
- 3.5 Review and take action on shop drawings, product submittals, test results, and other submittals.
- 3.6 Perform stormwater and erosion control inspections-up to 2 upon request.
- 3.7 Prepare reports and keep the erosion control and stormwater management plans and permits current.
- 3.8 Conduct as-built survey and certification of stormwater facilities per Dane County. Ordinances Section 14.49(5)(e). Complete stormwater management as-built certification form and applicable checklists available at <https://wred-lwr.d.countyofdane.com/Permitting/stormwater-management>. Item is not completed until as-built survey and certification is approved by County. Scope of services for this task item includes:
 - A. Conduct all necessary field verification, topographical surveying, and materials sampling in order to certify that all stormwater management practices and conveyances meet the design specifications of approved plans.
 - B. Provide as-built set of record drawings, stamped by a WI licensed professional engineer, which compares constructed conditions to the approved stormwater management plan.
 - C. Prepare any necessary documentation, justification and modeling necessary to verify the as-built condition meets the performance standards of Chapter 14 Dane County Ordinances.
- 3.9 Attend Project Closeout Discussion with Project Team

PROJECT TEAM, MEETINGS, AND SUBMITTALS SUMMARY

- 5.1 Project team members will include:
- The Consultant
 - Dane County Parks, and
 - Dane County Public Works
- 5.2 Attend meetings with County at Dane County Land and Water Resources Offices as listed below to discuss status of the project. This includes preparation of electronic exhibits for discussion purposes, agendas and meeting minutes. Anticipated meetings and subjects are:
- Initial on-site tour/kick off meeting , Task 1.1.
 - 30% plan review, Task 1.4.
 - Final plan, specification and estimate (PSE) review, Task 2.1.
 - Pre-construction meeting upon invitation, Task 3.2
 - Construction progress meetings - up to 6 by invitation, Task 3.2
 - Perform stormwater & erosion control inspections-up to 2 by request, Task 3.6
 - Project closeout discussion, Task 3.9
- 5.3 Submittals (electronic formats preferred) include:
- Survey plans, Task 1.2
 - Site evaluation for storm water infiltration report, Task 1.3
 - 30% plans, specifications, and unit price cost estimate, Task 1.4
 - 60% plans, specifications, and unit price cost estimate, Task 1.4
 - 100% plans, specifications, and unit price cost estimate, Task 2.1
 - Permits and copy of permit applications, Task 2.3
 - Stormwater and Erosion Control inspection reports, if requested, Task 3.1
 - As-built set of record drawings, stamped by a WI licensed professional engineer, Task 3.8
- 5.4 Provided by Owner:
- Archeological review - no known sites present
 - Front end bid documents, procurement, pay applications and change orders
 - Local government outreach and coordination
 - Agency coordination for water regulatory permits
 - Kiosk construction documents.
 - Vault toilet construction documents & sanitary permit
 - Dog park fencing specifications. (Not plans/details.)
 - Park and trail signage plan
 - Dane County may also provide material and services such as excavating, grading and aggregate base course and natural surface trail construction.