



ADDENDUM NO. 1

REQUEST FOR PROPOSAL PROFESSIONAL ARCHITECTURAL SERVICES HEESAKKER PARK SHELTER & PARKING LOT CONCEPT REFINEMENT

February 14, 2025

Proposal Due: No Later Than 12:00 p.m. CST, Friday, February 21, 2025

This Addendum is issued to modify, explain, or correct the original Request for Proposal Professional Architectural Services Heesakker Park Shelter & Parking Lot Concept Refinement issued on February 3, 2025 and is hereby made a part of the Request for Proposals. This Addendum must be signed and attached to the Consultant's proposal.

Question #1: Any budgeted target for this design?

Answer #1: Any budgetary information can be retrieved through the Village webpage and RFP.

Question #2: Does the Village of Little Chute have a list of comparable existing and proposed venues in the region or is the intent for the consultant to locate facilities to compile data on rates and utilization.

Answer #2: There is no official list of comparable existing and proposed venues in the region. Members of the Trust and those responding to the survey have made note of the rentable shelter in Combined Locks at Van Zeeland Park. It is the intent of the consultant to locate facilities to compile data on rates and utilization.

Question #3: To what level are concepts to be developed? Our assumption is to develop to Schematic Design. This would include concept floor plans, 3d image (not full rendering) and basis of design document. All of which would help develop the Opinion of Probable Cost.

Answer #3: The concepts that are associated with this RFP were designed by a former Trustee who was an engineer by trade. These are just suggestive concepts.

Question #4: In the RFP, what are you asking for here? Not clear. What above items? The 4th bullet under scope item (a)?

Answer #4: Bullet point four pertains to the list of items in bullet point three.

Question #5: Identify public Service implications for above said items, including pros and cons for each option.

Answer #5: There are several public service implications that need to be considered, as the project impacts the local community and potentially broader public services.

1. Infrastructure Strain

Traffic and Transportation: New buildings, especially large ones, can significantly affect local traffic patterns and transportation systems. Public services like roads, public transport, and parking may require upgrades to accommodate increased demand.

Utilities: Public services such as water, electricity, gas, and waste management may need to be expanded or upgraded to meet the demands of a new building. This can place additional strain on existing infrastructure.

2. Emergency Services

Fire and Rescue: The building's design should comply with fire safety regulations to ensure that local fire departments can effectively respond in case of an emergency. Considerations for accessibility and adequate fire exits are important.

Police and Security: New buildings may require more policing or security measures to manage safety in the area. This might involve the local police department allocating resources for the area surrounding the building.

Health Services: Depending on the building's use, there might be a need for increased health services nearby, such as ambulances or medical facilities.

3. Zoning and Land Use

Compliance with Local Zoning: Building permits must align with local zoning laws that dictate how land can be used (residential, commercial, industrial). Misalignment can lead to legal and regulatory challenges.

Environmental Impact: The construction may require an environmental impact assessment to evaluate how it will affect local ecosystems, air quality, water runoff, and the surrounding natural environment.

4. Public Health and Safety

Building Codes and Standards: Buildings must adhere to local health and safety codes, ensuring that they are constructed safely and are accessible to people with disabilities. Local public health departments may also be involved in ensuring sanitary conditions, ventilation, and other health-related features.

Noise and Air Pollution: Construction activities can create disruptions in the community, such as increased noise levels, dust, or air pollution, which could affect public health.

5. Community Impact

Public Services Accessibility: Large buildings, especially residential complexes or commercial centers, can place additional demand on schools, hospitals, parks, and other public amenities. This might require increased funding or resources from local government to maintain services for the growing population.

Gentrification and Displacement: In urban areas, new construction can lead to gentrification, where the cost of living rises and displaces lower-income residents. This can strain social services or increase the need for affordable housing programs.

6. Public Safety and Security

Surveillance and Crime Prevention: Depending on the building's location and type, public safety may be a concern. Local authorities may need to invest in additional security infrastructure such as surveillance cameras or community policing to ensure the building's environment remains safe for the public.

7. Waste Management

Solid Waste: The building's operation will generate waste, including recyclables and non-recyclables. Municipal waste management systems will need to be adjusted to account for the increased volume.

Sewer and Drainage Systems: More people or businesses using the building may increase the demand for local sewer and drainage systems, requiring potential upgrades to prevent backups or overflows.

Question #6: You ask for “detailed billing fee schedule” with labor, expenses, mileage, subs etc., but then later ask for a lump sum price. Usually lump sum price is just a single number. What are you looking for on a breakdown, if you actually are. Our lump sum fee would still be the billing structure (by % complete) right? Not T&M per a detailed fee schedule?

Answer #6: Payment for work completed, will be paid for by percent (%) complete of the total lump sum fee. Consultant should also submit a detailed fee schedule that shall include labor hour hourly rates, expenses, milage, and sub-consultants. The number of labor hours per each position is not required.

SIGN AND ATTACH THIS ADDENDUM TO THE PROPOSAL

Received and Acknowledged by:

Consultant's Signature

Print Name & Title

Issued by:



February 18, 2025

John McDonald
Parks, Recreation, & Forestry Director