

HERITAGE PARK MASTER PLAN Q&A ADDENDUM

Does the Village have an identified budget or budget range for the project?

The Village budget for this project is \$25,000 or less.

Could you please clarify why the Village is not just using the consultant that did the original master plan?

Since the last master plan was created, the vision for Heritage Park has changed and evolved in layout and in terms of our wants and needs. The Village is looking to update and refresh the master plan and our board wanted to open the opportunity to new firms.

The RFP submission requirements state a technical proposal as described in the RFP, but does not outline what the technical proposal should consist of. Can you provide more information about the technical proposal requirements?

The technical proposal should identify how your firm will approach the work and satisfy the scope of services as laid out in the RFP. Proposals should include information as listed in Section V of the RFP which will aid in the evaluation and selection process.

Does the Village require a Project Approach/Scope of Work as part of our proposal for the Updated Master Plan?

Project approach and scope of work should be included as to meet the requirements laid out in Section II: Project Details and to assist with selection and evaluation as laid out in Section V: Evaluation and Selection Process.

Are you (Village) requiring a breakdown of costs in addition to the Proposal Summary Sheet?

A breakdown of costs is not required.

Will AutoCAD Files be made available to the selected firm from the previous master plan done for the park?

The Village does not have AutoCAD files from the previous master plan.

Will AutoCAD Files from any construction done since the original master plan be provided to the selected firm?

Yes. This will be provided to the selected firm.

Is a topographical and boundary survey available for the entire park?

Yes. This will be provided to the selected firm.

Is any data or programming available indicating the size of pavilions that are needed?

At this time pavilion sizing can be determined by the proposing firm in regards to how it ties in with their proposed master plan design. Final pavilion sizing would be determined after receiving input from the Parks Committee.

Are any existing utility plans available for the park?

Yes. These can be provided to the selected firm.

The RFP calls for providing the location of the future water feature. Has it been determined if this is a recirculation or non-recirculation water feature? Do we need to provide any details beyond just placement of the water feature?

No further details beyond just the placement of the water feature are required at this time. More in depth details will be worked out during future phases of park development.

Do we need to provide updated project budget cost?

A cost should be provided for the design of an updated master plan. The Village budget for this project is \$25,000 or less.

Do we need to provide updated images of the proposed Veterans Memorial?

A full design of the veteran's memorial would not be required at this time, a basic updated image/placeholder in the master plan is acceptable. More in depth details will be worked out during future phases of park development.

Is existing topographic information available for the soccer fields to do a proper analysis?

Current soccer fields are striped/painted out on the existing ground. A topographic survey for the existing conditions of the park can be provided to the selected firm.

Please sign and attach a copy of the addendum with your submittal:

Signed: _____

Date: _____