

SHAWNEE COUNTY  
REQUEST FOR QUALIFICATIONS for DESIGN-BUILD  
FAMILY PARK

PROPOSAL NO.	018-23B	VENDOR	_____
DATE POSTED	05-15-23	ADDRESS	_____
CLOSING 2:00 P.M.	06-08-23	PHONE	_____

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**THIS IS NOT AN ORDER**

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1. In communications, always refer to the above proposal number.
2. All prices and conditions must be shown. Additions or conditions not shown on this bid will not be allowed.
3. Shawnee County reserves the right to accept or reject any part of, or all of, any bid or proposal.
4. All prices quoted are to be less Federal Excise Tax and Kansas Sales Tax.
5. Price quoted shall remain firm for ninety (90) days after bid closing date.

**ITEM AND DESCRIPTION**

Shawnee County is soliciting sealed proposals for PHASE II of the Design/Build bid # 018-23 for the design and construction of a destination style playground, pickleball courts, restrooms and an open-air shelter at Family Park, SW 21<sup>st</sup> Street and Urish Road for a fixed fee (the “Project”), per the following minimum specifications.

The Shortlisted firms for this Design/Build are:

1. MCP Build team
2. KBS Constructors team
3. Professional Engineering Consultants PA team

**PHASE II: PREQUALIFIED FIRMS SELECTED IN PHASE I ONLY**

2.1 In accordance with K.S.A. 19-216f, Prequalified firms selected in Phase I shall be asked to submit a more in depth response on or before May 12, 2023 at 2:00 p.m. (CST). That response must include the following if not submitted with Phase I response(s):

A. Company overview:

- a. Philosophy Statement: Provide a statement of your firm’s approach to Design- Build work and how it relates to schedule, cost control and QA/QC of your product. Describe how your corporate philosophy aligns with the County’s mission statement and goals.
- b. Community involvement: Provide a brief description of your company history involving itself in the local communities that you are working within. Provide an overview plan on how your company will align and involve itself with our community.
- c. Experience in managing a construction project under the current laws of the State of Kansas.
- d. Experience in the following areas:
  - i. Establishing multiple Rough Order of Magnitude Estimates.
  - ii. Accuracy of estimates.
  - iii. Ability to work with design team to provide accurate and meaningful direction for cost savings measures without impugning the integrity of design.

- B. Company Experience and references, relative to the Project:
- a. Furnish project information of no more than 5 Projects completed by your company that are representational projects similar in scale, complexity, schedule or type to those project types listed in the project overview portion of this proposal. Include the following:
    - i. Project Name
    - ii. Project Description (Including completion date.)
    - iii. Project Type New/Remodel/Addition
    - iv. Square Footage
    - v. Original Construction Budget
    - vi. Final Construction Budget
    - vii. Cost per Square Foot
    - viii. Project Duration
    - ix. Architect (Contact Information to be included)
    - x. Owner (Contact Information to be included)
    - xi. Major obstacles that your company had to overcome for a successful completion of the project.
- C. Project Leadership Team: Provide a resume and organization chart for your project team for those individuals who will be assigned to the project. Their roles and responsibilities for the overall leadership of this project, for the duration of this project. For each individual furnish the following:
- a. Name
  - b. Role and Responsibilities
  - c. Experience: List the Last 5 projects that each individual has worked on, including owner contact information.
  - d. Provide confirmation that assigned personnel will be available beginning immediately and throughout the duration of the project.
- D. Overview of preconstruction services.
- E. Overview of construction planning.
- F. Contractor's experience utilizing software for construction scheduling and for trade coordination.
- G. Proposed safety plan.
- H. Contractor's quality control program for pre-construction and construction phase.
- I. Special qualifications; unique or extraordinary skills that your team brings to this specific project.
- J. Experience with continuous operation requirements of the owner.
- K. Fees, including fees for preconstruction services, design services, fees for general conditions, fees for overhead and profit and fees for self-performed work, if any.
- L. Project delivery date

**Schedule:**

The following schedule will apply to this process (subject to modification as necessary at the County's discretion):

Phase	Event	Date	K.S.A. Ref.
I	County published notice of intent to issue RFQ	03/27/2023	19-216f
I	RFQ released by County	03/23/23	19-216f
I	Phase I Deadline to submit inquiries	04/10/23 at 2:00 PM (CST)	
I	Phase I "Statement of Qualifications" Deadline	04/14/23 at 2:00 PM (CST)	19-216f
I	Phase I "Statements of Qualifications" review by County completed	04/21/23	19-216f
II	Phase II "Short list" of qualified firms announced/notified by email	04/21/23	19-216f
II	Phase II Facility Tour	05/09/23	
II	Phase II "RFP In-Depth" response Deadline	06/08/23 at 2:00 PM (CST)	19-216f
III	Phase III Interviews conducted by SCP+R	06/15/2023 to 06/29/2023	19-216f
III	Phase III scoring by SCP+R	By 07/05/2023	19-216f
	County and successful firm negotiate contract	TBD	
	Contract awarded	TBD	

## FACILITY TOUR PRESENTATION AND PRE-BID MEETING

### Vendor Questions and Answers

1. Q. Are there any post tension court specifications?  
A. Plan for courts to be post tension concrete
2. Are there any fencing standards/specifications?  
A. Black vinyl coated, chain link, various heights
3. Information: We ask that teams consider the site and elements such as wind, sun, existing greenspace into account during their designs whether it be through wind barriers, screens, landscaping, berms or other design elements to make the pickleball courts, playground, and shelter area utilized year-round.
4. Q. What do we expect for the next phase?  
A-1. Follow the RFQ schedule and utilize the portal to inquire about anything or shoot us an email so we can answer and get it out to all parties.  
A-2. We will get answers to all questions (today) along with phase II/III specific information will be added to the Phase II RFQ. This will get posted in the bid portal and your Phase II/III responses will be uploaded to the portal similar to Phase I. There is no reason to include the information you provided in Phase I for your Phase II/III response. We are looking for your design ideas and associated costs. These will be due by 2:00pm on 6/8/23. Following that, we will conduct interviews between 6/19/23 and 6/23/23. The Board of County Commissioners would like to attend interviews so the interview dates may change to as early as 6/15/23 or as late as 6/29/23. We will inform all teams as soon as we have a firm date and time.
5. Q. How much time will be allowed for interviews?  
A. Prefer an hour for each team.
6. Q. When does the water park shut down for the season?  
A. Between mid-August and Labor Day.
7. Q. Are there any features for the playground that you don't want?  
A-1. Refrain from nature wood features.  
A-2. Provide us with designs that are unique to Topeka and different than our common park play equipment.
8. Q. Any screening ideas?  
A. Nothing specific but we envision manufactured and natural both being required.