

**Redmond Community Recreation Center Owners Rep. RFP Questions**  
**Questions received as of 1/19/2023**

1. Is there a sample contract form available for review?
  - A. RAPRD doesn't currently have a contract template for this project.
  
2. Section 3: Scope of Services – page 7, the last bullet point of the first section indicates “Provide independent cost estimates to the District to verify solicitations are reasonable.” Is the Owner’s Rep to include Cost Estimating Services for developing Construction Costs estimates?
  - A. We are not anticipating the need for separate cost estimating services. However, bidders are welcome to add this cost in as an optional cost. Our intent with this is that the Owner’s Rep. will have current construction cost knowledge and will be help the district ensure that charges for services are reasonable.
  
3. Section 3: Scope of Services – page 7, Pre-Design and Pre-Construction Oversight, seventh bullet point indicates “Coordinating review and approval of design documents to ensure the designs meet applicable codes and public infrastructure needs.” Is the intent this review will be with the City and other governing agencies or is the intent to utilize an independent plan reviewer to conduct independent plan review? Will the selected Architect be responsible to submit, process and coordinate the plan reviews with the city and governing agencies for plan review and approval?
  - A. The intent is that this review will be with the City and other governing agencies.  
Yes, the selected Architect will be responsible to submit, process, and coordinate the plan reviews.
  
4. Section 3: Scope of Services – Phase 3: Construction Oversight, eighth bullet point regarding FF&E procurement. Does the District intend to engage a purchasing agent or is it the intent the Owner’s Representative will provide those services? Does the District intend to utilize Cooperative Agreements for the purchase of the goods and services? Will the selected Architect provide the FF&E designs and specifications for procurement purposes? Will the selected Architect provide FF&E cost estimates or budgets for the FF&E?
  - A. It is the District’s intent that the Owner’s Rep will provide purchasing services along with District Staff.  
Yes, The District will utilize Cooperative Agreements when possible.  
Yes, the Architect will provide the FF&E designs, specs and cost estimates/budgets.
  
5. Will the Owner’s Representative have a role or responsibility for the owner’s move into the new facility?
  - A. The intent is that the Owner’s Rep. is engaged until final close out of the project therefore they would have a role through final inspection and potentially through move in.

6. Are the RARPD Public Contracting Rules available?
  - A. RARPD utilizes the State of Oregon Model Rules for Public Contracting.
7. Is there a detailed cost estimate for the \$49 million budget available?
  - A. No.
8. Will the Land Use approvals include Master Planning, Annexation or be limited to the City's Site Plan Approval process?
  - A. The land use approvals will include Annexation in addition to the City's Site Plan approval process.
9. Please clarify what you are requiring in the Project Approach, Understanding and References when asking "Please clarify the role of owner/client."
  - A. The district is requesting the following information for references; agency name, client contact name, title, email address and phone number.
10. TEAMING: We are big on the quality of communication over the quantity of communication that occurs on a project. A big part of our Quality Communication Playbook we implement on every project is establishing early on how we will physically team with each other. There are three different teaming models we are accustomed to and are curious if you have a preference yet, there are benefits and risks to any model, just want to know if you have a preference yet:
  - Embedded: Fully embedded OR team working in your team's office for the entirety of the project with no separate office spaces.
  - Traditional: A weekly cadence of planned meetings where we come together as well as one-off meetings and planning sessions when required- but otherwise the Owner, OR, Architect, and Contractor are all working out of their own offices.
  - Colocation hybrid: This is a hybrid model where the Owner, OR, Architect, (and sometimes the Contractor) all have a shared office space and overlapping office hours. The team members don't always have to work out of this space, but there are days and times of the week when everyone plans to be in the colocation space for both planned and impromptu collaboration.
  - A. I anticipated that we will be using the traditional model.
11. SITE CONDITIONS: We've been researching the selected site and property for the project, and it looks like a fairly straight forward piece of land. Curious though if any types of site investigations have been performed yet? Such investigations typically include contaminated soils testing, geological boring/testing, storm run-off and water table analysis. We did not see mention of any such testing or study being provided by the feasibility study architecture firm, and that's OK- we just wanted to ensure that we haven't missed any such critical information.
  - A. No site investigations have been performed, yet.
12. INTENT TO BID: Some public agencies we work with have their own vendor registration portal and process, where you have to register with and check a box that informs the agency that you intend to submit a bid proposal. We see you posted the RFP

on OregonBuys and we understand that we only need to email you our proposal by the deadline noted in the RFP. Just wanted to confirm that there are no other formal steps or notifications we need to provide you ahead of submitting our proposal to you on 1/31/2023?

A. There are no other formal steps you need to provide ahead of emailing me the proposal.

13. Will RPARD decommission the existing Cascades Swim Center after completion of the new community center, or will the facility continue to exist? If the Cascades Swim Center remains operational, will RPARD run the facility, or will it be turned over to another entity, such as the Redmond School District?

A. The Cascade Swim Center is on property that RAPRD leases from the School District. Currently, RAPRD is planning to operate this facility at least until the lease expires, in 2028.