# Request for Proposals
# for
# Architectural and Design Services

# Hatch Park Renovation and Expansion

**City of North Salt Lake**
**10 East Center Street**
**North Salt Lake, UT 84054**

**Date of Issue:**
**June 21, 2023**

**Project Description**

The City of North Salt Lake (the "City") is soliciting proposals for Architectural and Design Services related Phase 1 of the renovation and expansion of Hatch Park (the "Park") located at 50 West Center Street, North Salt Lake, Utah. Hatch Park is an existing 12-acre park within the City's Town Center. The City's adopted General Plan calls for the renovation and expansion of the Park to approximately 15.5 acres in size. The City intends to engage in a traditional Design-Bid-Build process by contracting with a qualified Architectural or Landscape Design firm for design and production of bid documents used to bid out the construction project. The City intends to also select a Construction Manager/General Contractor (CMGC) for this project and anticipates using the selected Architectural/Landscape firm(s) for immediate assistance in this process.

**Background**

The City recently completed a Concept Plan (attached to this RFP) for the Park by going through a comprehensive process of assembling stakeholders and key professionals in order to identify the most important elements of the renovation and expansion. During that collaborative process, the City identified the major Park improvements and amenities as shown on the Concept Plan. For the past several years, the City has also acquired several parcels around the Park in order to accommodate the expansion. The principal purpose of this RFP is to hire services that will identify all construction work and materials needed to bid out the construction of the Park renovation and expansion.

**Scope of Services – Design Services**

Each firm should submit a Scope of Services with their proposal. The Scope of Services should include, but is not limited to, project methodology, timetable and project intervals when City input is expected, estimated costs, related experience and qualifications of the firm or individuals proposing to perform the work, list of similar projects, names and contact information of previous relevant clients and a detailed fee proposal.

Expected work and project deliverables include:

1. Assisting the City to select a CM/GC firm early in the design process. It is the City's intention to have a high level of coordination between the selected architectural and design services firm and the CM/GC so that the selected CM/GC may participate in design meetings and have input on constructability and cost-effective solutions while still preserving the design intent of the Concept Plan.
2. Development of detailed and cost-effective materials lists.
3. A project timeline that includes key project intervals that allows for review and coordination with the City on project progress.
4. An opinion of the probable cost of the project or project alternatives, including material costs.

5. A plan for all required utilities including, but not limited to, water, sanitary sewer, storm sewer, telephone, electric, fiber optic, site lighting, site communications and potential back up power.
6. A detailed landscaping plan for the entire renovation and expansion generally consistent with the concept plan. Landscaping plans should consider low water use and effective storm water management. The site design should be sensitive to and shall protect existing valuable trees, particularly along the west side of the Park where existing mature trees are located.
7. Surveying services which include sufficient detail for all planning and design purposes. Maps shall include all surface features, utilities, both buried and above-ground, and all other relevant information necessary for the construction of the project.
8. A Geotechnical report shall be prepared which shall include an individual geotechnical investigation/study on each feature that will require a foundation element or slab on grade, including all proposed buildings, shade structures, bridges, parking lots, pools, tennis/pickleball courts, loaded features, etc. The study for each feature should include adequate subsurface investigations, laboratory testing, and engineering analysis to provide the required design parameters. The City will review the scope proposed for each of the elements of the project for compliance with City Code.
9. ADA compliance is required on the project and all plans submitted shall be in compliance with the Americans with Disabilities Act.

**Project Budget**

The City has budgeted approximately $16 million for the renovation and expansion of Hatch Park. Controlling project costs is critical to the success of the project and successful proposals should include a methodology for controlling costs either through innovative use of construction materials and techniques, phasing and timing of improvements, use of alternative materials and any other ways that the City can stay within its anticipated budget. The budget for Architectural and Design Services has not been set, but fee proposals related to this RFP should be in a not-to-exceed form.

**Pre-submittal Coordination**

The City is not intending to hold a required pre-submittal meeting, but will make key staff members available to interested firms in order to answer questions and discuss project details. Questions regarding this project should be directed to David Frandsen, Assistant City Manager, at (801)335-8684 or via email at davidf@nslcity.org.

**Submittal of Fee Proposals**

The fee proposal for each response to this RFP should be submitted in a separate sealed envelope as described below in the Submittal Information & Project Due Date section of this RFP. The City's intention is to evaluate and score the unsealed responses which

include everything except the detailed fee proposal first. After that scoring is done, the City will then perform an evaluation and scoring of the accompanying fee proposal. The City reserves the right to select the consultant it believes will provide the best value and services for the Project and will not be bound by selecting the firm with the lowest overall cost.

**Selection Criteria**

The City will rank RFP responses using a weighted scoring system which generally includes the following criteria:

| | |
|---|---|
| Design Innovation: | 30% |
| Qualifications of key personnel & relevant experience: | 30% |
| Project Methodology: | 20% |
| Project Cost: | 20% |

**Other Relevant Information**

The City has entered into a letter of understanding with the South Davis Recreation District (SDRD) to set aside approximately 3.5 acres shown on the attached Concept Plan as Phase 2. This area will be a future phase of the park and this RFP should not include any architectural or design services for that location. The City currently owns the property, but will be surveying the future area to be used by the SDRD in order to establish more precise boundaries between the Phase 1 Park improvements Phase 2.

The Park currently has a dual function as a large storm drainage detention facility. That feature must continue and survive the renovation of the park, but could also be altered as long as the effective function of the detention basin is not diminished. The Concept Plan shows a large portion of open water feature in the approximate location of current underground storm drainage facilities. The underground drains will be eliminated in this renovation and will be replaced by an open water feature. This open water feature can also be used to support and be a part of the storm drain detention facility.

The eventual expansion of the Park includes the demolition of approximately eight (8) residential structures that are currently occupied. The City previously purchased these properties and so cost estimates should also include demolition of the Phase 1 buildings. In addition, Phase 1 will include the construction of a temporary turnaround in the parking lot on or near the Phase 2 boundary.

As shown on the attached Concept Plan, a large part of the Park was initially funded by the Land and Water Conservation Fund (LWCF). Because of that funding, LWCF requirements will need to be met and coordination with the Utah State Division of Outdoor Recreation’s LWCF Coordinator may be necessary.

It is the intent of this renovation that restrooms, pavilions, shade structures and other proposed site structures are custom and not "off-the-shelf" products. This will require the services of a professional architect to guide the City through the product selection process.

**Submittal Information & Project Due Date**

RFP responses should include, at a minimum, the following information:

1. Company background information
2. Information on relevant projects or related work experience
3. Description of key staff personnel proposed for the project
4. Project methodology which considers timetables, progress meetings and important milestones requiring input or coordination with City staff
5. Project calendar, including estimated completion date and bidding date
6. Cost estimate for all services covered by the proposed Project

Five (5) copies of each response to this RFP should be delivered by hand or through delivery services to the City offices no later than July 20, 2023 at 5:30 p.m. The City offices are located at 10 East Center Street, North Salt Lake, UT 84054 and are open Monday thru Thursday from 7:00 a.m. to 5:30 p.m. Responses sent via the United States Postal Service should be postmarked prior to the submittal deadline.

Unsealed portions of the response may also be submitted via email to: kenl@nslcity.org and davidf@nslcity.org not later than July 6, 2023 at 5:30 p.m.; however, sealed portions of the response (Fee Proposals) as described in this RFP must be delivered to the City offices as described above.

All responses are public documents and will be available to the public upon request.

# CONCEPT ONE

Feb 8th, 2022

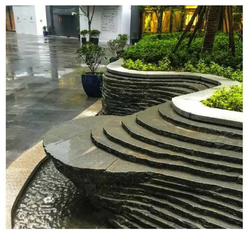
Circular Basketball (2 Baskets)

Tubular Table Tennis

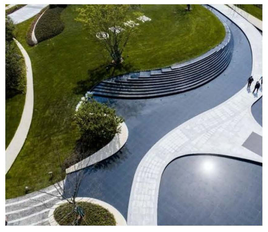
Sculptural Elements Along Sound Wall

Hillside Play

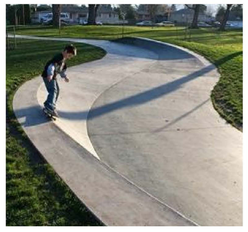
Deck Platform Overlooking Pond



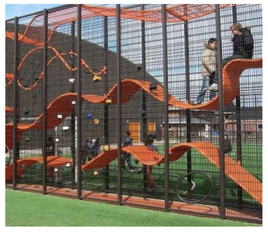
Stepped Waterfall Feature



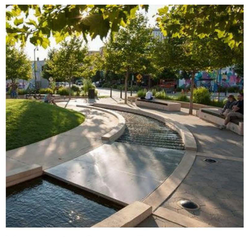
Modern Pond Feature



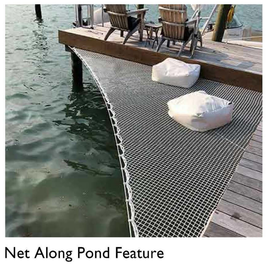
Banked Path Edge Adjacent to Slopes



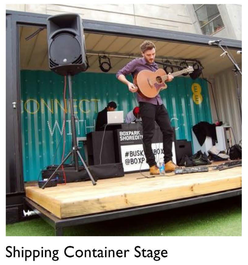
Play Element Along Pickleball Courts



Meandering Stream Feature



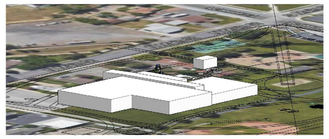
Net Along Pond Feature



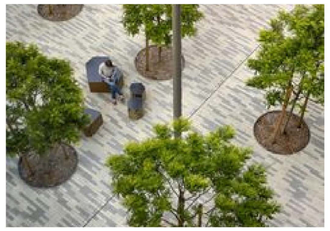
Shipping Container Stage

| SYMBOL | DESCRIPTION |
|---|---|
| 1 | SOUTH PARK ENTRANCE |
| 2 | PICKLEBALL COURTS |
| 3 | BENCHES |
| 4 | GORIC WALLHOLLA VERTICAL PLAY STRUCTURE |
| 5 | TOT LOT /SMALL PLAYGROUND |
| 6 | ORNIMENTAL FENCE (BUFFER BETWEEN ROAD) |
| 7 | PARKING |
| 8 | MID-BLOCK CROSSWALK CONNECTION |
| 9 | RESTROOM & PAVILION |
| 10 | PLAZA- FARMERS MARKET/EVENT SPACE |
| 11 | PAVING PATTERNS TO REINFORCE ARCHING PATTERN |
| 12 | TREES W/ TREE GRATES |
| 13 | GROUP PAVILION |
| 14 | PARK MONUMENT SIGN |
| 15 | BOARD WALK ACROSS POND |
| 16 | MODERN STREAM FEATURE |
| 17 | METAL GRATE OVER STREAM FEATURE |
| 18 | GARDEN /ORNAMENTAL PLANTINGS |
| 19 | TABLE TOP CROSSWALK |
| 20 | CITY CHRISTMAS TREE |
| 21 | COMMUNITY CENTER |
| 22 | COMMERCIAL SPACE (ICE CREAM SHOPS/DRINKS) |
| 23 | SHIPPING CONTAINER STAGE |
| 24 | TALL SCULPTURE |
| 25 | FIRE FEATURE BUILT INTO WALLS |
| 26 | SCULPTURAL BERMS |
| 27 | WATER FALL FEATURE (RUNNEL DOWN BERMS) |
| 29 | MODERN POND FEATURE |
| 30 | CORN HOLE & TABLE TENNIS |
| 31 | DECK PLATFORM OVERLOOKING POND FEATURE |
| 32 | SMALL PICNIC SHELTERS |
| 33 | WALKING PATHS (TYP.) |
| 34 | SCULPTURAL ELEMENTS /ART ALONG I-15 SOUND WALL |
| 35 | FITNESS/PARKOUR |
| 36 | MULTI-USE/OPEN LAWN |
| 37 | SOFTBALL FIELD (OUTFIELD 275 FT.) |
| 38 | BASKETBALL (ONE BASKET) |
| 39 | DESTINATION PLAYGROUND INTERGRATED INTO HILLSIDE |
| 40 | REC CENTER |
| 41 | LAP POOL (INSIDE BUILDING) |
| 42 | PLAY POOL |
| 43 | PERGOLA SHADE STRUCTURE |
| 44 | EXISTING RESIDENTIAL PROPERTY |
| 45 | EXISTING SOUNDWALL |
| 46 | EXISTING CITY HALL |

Rec Center Northwest View

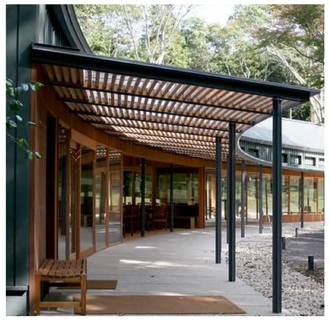


Rec Center Southeast View



Trees in Plaza

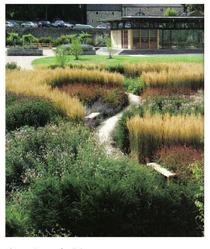
Trees Grates (in plaza)



Arched Pergola (in plaza)

Bridge/Boardwalk

Fire Place/Outdoor Seating



Garden / Plantings

Sculptural Focal Point

0 25 50 100

SCALE: 1"= 50'

NORTH

# Hatch Park

## 50 W Center St.
## North Salt Lake, UT

G.BROWN:DESIGN INC
SITE LANDSCAPE ARCHITECTS

678 East Vine Street, Ste 10
Murray, Utah 84107
p. 801.575.6066 f. 801.575.6166
www.gbrowndesign.com