
Public Announcement

The City of Napoleon intends to contract for engineering services in connection with the City of Napoleon Aquatic Center. Engineering firms interested in being considered for a contract to provide the required services should reply with a statement of qualifications no later than 11:00 A.M., Local Time, on Friday, June 21, 2019. Statements received after this deadline will not be considered.

Statements of qualifications shall include information regarding the firm's history and financial stability; education and experience of key technical personnel, including subconsultants; the technical expertise and location of the staff dedicated to the project; references for similar projects (including contact name, title, phone number, fax number, and e-mail address); and evidence of proper certification and/or licensing to do business in the State of Ohio. All sub-consultants on the project team must be identified and their role described.

Statements shall be limited to a maximum of 15 total pages, including cover page, transmittal letter, page dividers and resumes. All pages shall be single-sided, with a 1" margin on all sides and a 10-point minimum font size. The original and additional color copies of statements shall be comb bound or within a 3-ring binder. One (1) signed original, two (2) color copies and a PDF image of the statements of qualifications shall be transmitted to:

Mr. Chad E. Lulfs, P.E., P.S.
Director of Public Works
255 West Riverview Avenue
P.O. Box 151
Napoleon, Ohio 43545

As required by Ohio Revised Code Section 153.65-71, responding firms will be evaluated and ranked in order of their qualifications. Following this evaluation, the City of Napoleon will enter into contract negotiations with the most highly qualified firm.

The preliminary project description is as follows:

Name of Project: City of Napoleon Aquatic Center Project

Location: The existing municipal pool facility located at 515 Glenwood Avenue. See attached drawings.

Description: This project consists of preparing plans for: the removal and replacement of the existing municipal pool facility; replacement of the existing bath house and municipal golf course clubhouse and replacing with one shared-use facility; replacement of existing pump house and all associated piping/pumpage/filtration; expansion of the existing parking lot and analysis/redesign of the parking layout for the combined facility. Demolition plans and new facility plans shall be prepared as separate bid packages.

Scope of Services

The selected consultant shall provide all customary engineering work necessary to successfully complete the project described.

- ❑ Preparation of Demolition Plans and Construction Plans (separate bid packages).
- ❑ Topographic survey sufficient for the preparation of construction plans. Property lines shall be located (not monumented). Right-of-way widths and easement locations shall be researched and verified. Bench Marks shall be established and tied into the City of Napoleon's network (State Plane). A project survey base line shall be established as the centerline of Glenwood Avenue and shall be tied to existing monuments located on the centerline or right-of-way lines of Glenwood Avenue. Existing monuments are within ½ mile of project site. Existing Horizontal & Vertical Control Monuments (State Plane) will be within 1 mile of project site.
- ❑ All design shall be per the City of Napoleon's Engineering Rules & Regulations and City of Napoleon Rules for Water & Sanitary Sewer Service. All applicable State of Ohio Building Codes shall apply.
- ❑ A minimum of 3 soil borings shall be performed. Locations shall be determined by the consultant and approved by the City. The cost of soil borings shall be included in the design contract.
- ❑ Existing parking lot access shall be maintained during construction. Resurfacing of the parking lot shall be included as part of the project. Closure for resurfacing and striping of the parking lot shall be permitted.

Demolition Plans

- ❑ Demolition/removal of existing pool, pump house, bath house, and golf clubhouse. Disposal of existing concrete shall be permitted at the City's facility located on Oakwood Avenue.
- ❑ Removal of golf clubhouse shall not occur until new shared-use facility (new bath house and clubhouse building) is operational.
- ❑ Demolition of existing pool facility shall include disconnection of water, sanitary sewer, and storm sewer connections. Locations of disconnections shall be recommended by the consultant with a final determination made by the City. Proper terminations of the existing utilities (plug/cap, valve, etc.) shall be called out by the consultant.
- ❑ Disconnection of gas and electric shall be called out on the plans. Consultant shall work with utility companies to coordinate disconnection.

Construction/Facility Plans

- ❑ Site and Bath House/Clubhouse Facility
 - Site, pool facility, and bath house/clubhouse to be based on conceptual renderings previously prepared.
 - Commercial grade security fencing with emergency exit mechanisms.
 - Commercial grade security gates with separated patron, maintenance, and filtration/chemical delivery entrances.
 - Customer service/check-in reception area with controlled entry for patrons

- Concessions room
- Pool offices
- IT room
- Storage areas
- Locker rooms
- Restrooms
- Filter Building and filtration system for facility
- Pool Heater
- Bike racks
- Parking lot expansion (phased after removal of existing clubhouse)
- Security cameras and control center
- Leisure Pool
 - Zero-depth entry area
 - Splash/Sprayground components
 - Low profile play amenities
- Slide Plunge Pool
 - Spiral Slide – open flume
 - Speed Slide – closed flume
 - Shared platform/tower
 - Minimum 3.5 feet depth – DEEPER!!!!
- Lap/Competition Pool
 - 8~25-yard swim lanes
 - Dive blocks at one end (removable)
 - Minimum 4.5 feet depth
 - Minimum 12.5 feet depth (diving well area)
 - 2~1-meter competition diving boards
 - Scoreboards/seating (portable)
- Golf Course Clubhouse Detail
 - Retail Counter space
 - Bar area with seating
 - Kitchen area with food prep area, sinks, cabinets etc.
 - Coolers and refrigerator/freezers
 - Office area
 - Storage Area/Golf Simulator space (9 ft. ceiling min)
 - Utility closet
 - Restrooms/locker area
 - Seating
 - Carpet floor covering

Project Coordination

- Consultant shall plan to attend five meetings with City of Napoleon and other affected parties (City Council, Parks & Recreation Board, etc.) to review the design and address potential concerns
- Plans shall be submitted to all required agencies for all required permits (O.E.P.A., Ohio Department of Health, Wood County Building Department, etc.) The City of Napoleon shall cover all permit fees. The consultant shall make any and all revisions to the plans required by the various agencies.
- Upon receipt of all required approvals, the consultant shall submit to the City one (1) set of color plans on twenty (20) pound opaque bond; one (1) set of black and white plans on twenty (20) pound

opaque bond; one color, electronic set of plans in .pdf format; and one electronic copy of all CAD files in AutoCAD format.

- ❑ The Consultant shall prepare a detailed Engineer's Estimate and all bid documents. The consultant shall utilize the City of Napoleon's front-end documents and incorporate all specifications for the components included in the construction of the new facilities. The City of Napoleon shall bid the project and provide for all field inspection.
- ❑ All construction staking for the project shall be provided by the contractor, not the Consultant. Construction Staking shall be included in the Engineer's Estimate.
- ❑ Upon completion of the project, field drawings shall be returned to the consultant for preparation of Record Drawings. Record Drawings shall be prepared as per the requirements of the City of Napoleon. Samples shall be made available upon request. The cost for preparation of Record Drawings shall be included in the contract price for the design of the project.
- ❑ Upon approved completion of the Record Drawings, one (1) color set on twenty (20) pound opaque bond, one (1) electronic set in .pdf format, and one (1) electronic set in AutoCAD format shall be delivered to the City of Napoleon's Engineering Department to be kept on file.
- ❑ Consultant shall provide time/cost in proposal for assistance during construction. A per hour fee shall be proposed. The Consultant shall be available for review of specialized shop drawings, assistance with conformance to specifications, and general information throughout the construction phase.

30% Submittal:

- ❑ Titles
- ❑ Existing Conditions (Survey)
- ❑ Preliminary Schematic Plan of Project Elements
- ❑ Grading Plan (building finish floor elevations and spot elevations around site)
- ❑ Preliminary Landscape Plan
- ❑ All utilities identified (horizontal and vertical)
- ❑ Typical Sections (concrete and asphalt)
- ❑ Preliminary Construction Cost Estimate

75% Submittal:

- ❑ Titles
- ❑ Existing Conditions (Survey)
- ❑ General Notes
- ❑ Maintenance of Traffic – Parking Lot (notes & plan details)
- ❑ Layout Plan
- ❑ Utility Plan
- ❑ Grading Plan (proposed grading with 1 foot contours and spot grades)
- ❑ Erosion and Sediment Control General Sheet with Notes
- ❑ Landscape Plan
- ❑ Typical Sections
- ❑ Typical Details
- ❑ Construction Cost Estimate

95% Submittal:

- ❑ Titles
- ❑ Existing Conditions (Survey)
- ❑ General Notes
- ❑ Maintenance of Traffic – Parking Lot (notes & plan details)
- ❑ Layout Plan
- ❑ Utility Plan
- ❑ Grading Plan (proposed grading with 1 foot contours and spot grades)
- ❑ Erosion and Sediment Control General Sheet with Notes
- ❑ Landscape Plan
- ❑ Typical Sections
- ❑ Typical Details
- ❑ Construction Cost Estimate
- ❑ Draft Bid Documents/Specifications

Final Submittal:

- ❑ Titles
- ❑ Existing Conditions (Survey)
- ❑ General Notes
- ❑ Maintenance of Traffic – Parking Lot (notes & plan details)
- ❑ Layout Plan
- ❑ Utility Plan
- ❑ Grading Plan (proposed grading with 1 foot contours and spot grades)
- ❑ Erosion and Sediment Control General Sheet with Notes
- ❑ Landscape Plan
- ❑ Typical Sections
- ❑ Typical Details
- ❑ Construction Cost Estimate
- ❑ Schedule of Values (based on cost estimate)
- ❑ Final Bid Documents/Specifications

Schedule

- ❑ Demolition Plans/Bid Documents shall be provided to the City by September 30, 2019.
- ❑ Plans/Bid Documents for the construction of the proposed facility shall be submitted per the following schedule:

30% Completion Submittal	August 30, 2019
75% Completion Submittal	October 18, 2019
95% Completion Submittal	November 15, 2019
Final Plan Submittal	December 6, 2019

All construction shall be completed and facilities fully operational by May 1, 2021.