



CITY OF FORT BRAGG

REQUEST FOR PROPOSALS FOR DESIGN SERVICES FOR THE TOWN HALL AND FACILITIES REMODEL PROJECT, CITY PROJECT PWP-00122

The City of Fort Bragg is seeking proposals from qualified design professionals interested in contracting with the City of Fort Bragg to prepare plans and specifications for the Town Hall & Facilities Remodel Project in Fort Bragg, CA. This activity is funded through the City's General Fund revenue and the Municipal Improvement District Wastewater Enterprise Fund.

SCOPE OF WORK

Activity Narrative

The Town Hall building was constructed in 1912 as the Fort Bragg Commercial Bank building. Over the years, the building has been used as a County Court House and Sheriff's Office. The City acquired the building in 1989 after it was damaged in the September 1987 fires. In 1990, the City completed fire damage repairs and remodeled Town Hall for use as a meeting and public gathering venue. Town Hall wall coverings and window coverings were updated in 1992. In 2009, the exterior of the building was painted and the parapets were replaced. In 2011, Town Hall lights were retrofitted as part of a citywide energy efficiency project. In 2014, improvements were made to the meeting hall including sound and video for public meetings, energy efficiency and lighting at the Council dais, flooring and window coverings, and interior paint.

The current Town Hall Project will repair damage caused by moisture near doors and windows, update storage and A/V areas and retrofit the restrooms to make them more accessible and visible for public use.

In addition to the work to be performed at Town Hall, this project scope will also include necessary access improvements at the Fort Bragg Police Department as well as reconstructing the bio solids dryer building at the City's wastewater treatment plant.

This contract would consist of the following tasks:

1. Town Hall Rehab and Bathrooms Remodel (see Task 1 attachment)

- a. Examine historic photos of the building.
- b. Review As-Built plans for the building furnished by the City of Fort Bragg.
- c. Inspect existing interior and exterior finishes in field.
- d. Prepare all necessary design Plans and Specifications for the remodel. Prepared Plans and Specifications shall be complete in detail and contain all necessary information consistent with standard professional practice and consist of all architectural and design drawings for permitting and construction.
- e. Remodel to address the following:
 - i. Exterior flashing and moulding replacement.
 - ii. Exterior finish and paint.

- iii. Repair/replace damaged windows.
- iv. Repair damage caused by moisture.
- v. Replace posts supporting roof overhang near bathrooms.
- vi. Replace corroded vents.
- vii. Drywall/sheeting in storage and A/V rooms.
- viii. Install (2) 30 amp outlets in A/V room.
- ix. Convert hallway space to single restroom including plumbing and electrical work.
- x. Eliminate hallway and expand restrooms if necessary to provide direct access from exterior.
- xi. Remodel existing restrooms and include exterior doors with timed locking mechanisms.
- xii. Additional findings resulting from inspection of existing interior and exterior finishes.

2. Bio Solids Dryer Building (see Task 2 attachment)

- a. Prepare build-ready Plans and Specifications for the reconstruction of the bio solids dryer building. Prepared Plans and Specifications shall be complete in detail and contain all necessary information consistent with standard professional practice and consist of all architectural and design drawings necessary for permitting and construction.

3. Police Department retrofit (see Task 3 attachment)

- a. Prepare all necessary design Plans and Specifications for the retrofit. Prepared Plans and Specifications shall be complete in detail and contain all necessary information consistent with standard professional practice and consist of all architectural and design drawings for permitting and construction.
- b. Retrofit to address the following:
 - i. Replace existing entrance door with Americans with Disabilities Act (ADA) compliant door.
 - ii. Build new finger print station near entrance with electric lock/switch doors.
 - iii. Replace linoleum/flooring in men's locker room.

4. All three (3) Tasks above shall also consist of:

- a. Review and consult with City staff to confer on requirements, design considerations, and preferences.
- b. Prepare a Cost Estimate for all construction elements.
- c. Participate in up to 2 public meetings, to allow for community input prior to plans and specifications being finalized.
- d. Prepare all necessary design plans required for permitting and construction, including California Environmental Quality Act (CEQA) analysis, planning entitlements, and submission of building permit(s).
- e. Submittal of an electronic copy of the finished Plans, Specifications, and Cost Estimate.
- f. Coordinate and respond to Requests for Information, review and response to Submittals and other design related documents as requested during bid process and until project completion.
- g. Provide Construction Support Services for questions and minor amendments as needed in coordination with Construction Manager during project construction and until project completion.