



Purchasing Division

## ADDENDUM NO. 1

**DATE:** March 10, 2025  
**FROM:** City of Grand Junction Purchasing Division  
**TO:** All Offerors  
**RE:** Final Design for Whitman Park RFP-5625-25-DD

Offerors responding to the above referenced solicitation are hereby instructed that the requirements have been clarified, modified, superseded, and supplemented as to this date as hereinafter described.

Please make note of the following questions/answers/clarifications:

- 1. Question:** Can we include a detailed work plan / fee as an appendix to the proposal? Can the appendix exceed the proposal page count limit?  
**Answer:** The appendix does not apply to the page limitation.
- 2. Question:** On page 21, the RFP states the firm must have successfully completed “three similar projects of scope and size within the last 5 years.” On page 24, the RFP states the firm must provide “four projects within the last five years with a similar size, scope, and delivery method.” Can the City clarify whether the offeror needs to provide 3 or 4 projects completed within the last 5 years?  
**Answer:** Proposers should provide three or four projects of similar scope and size within the past 5 years.
- 3. Question:** During the virtual pre-bid, it was mentioned that the city is seeking grant funding. Do you expect the consultant team to help support these grant pursuits? If so, what deliverables are needed from the design team to support this effort?  
**Answer:** Deliverables do not differ from the required design development documents and construction documents, which include elevations, site plan and renderings.
- 4. Question:** Please expand on what would you like to include in the Maintenance of Operations Plan.  
**Answer:** Provide staff with the information needed to properly operate, clean, and maintain all the amenities included. As a part of the contract and construction administration line item, this should include fulfilling the architect/engineer role during the typical owner training. This training will happen at the end of the project to ensure the success and longevity of each park element. Typically, we like to have an Owner's Manual with product information, recommended maintenance schedule, recommended cleaning materials, etc.
- 5. Question:** Is the City providing the survey file for use by the design team? If not, will the City provide Schedule B title documents that identify all encumbrances that need to be considered on the property?  
**Answer:** As stated on page 21 of the RFP, “Please note the survey is complete and the geotechnical report is in progress. Both the survey and the geotechnical report will be made available to the selected consultant team at project commencement.”

- 6. Question:** With the large number of mature trees and tree canopy, it will be challenging to construct new concrete sidewalks and concrete subgrade preparation without compacting soils around the tree drip zones. Are there specific requirements or restrictions the City will have for working in these areas?  
**Answer:** Grand Junction's tree protection standards focus on establishing boundaries where cut / fill / compaction has the potential to impact tree health. Any work within these boundaries requires thought and strategy around how to accomplish the desired work within the tree protection zone.

For construction of sidewalks within tree protection zones, the contractor will be required to meet with Grand Junction's City Forester to review how the hardscape is to be constructed. Depending on the path of each sidewalk, there may be varied approaches in construction depending on proximity to a tree, tree age / size, and value of the tree that may be impacted. Hand-digging or hydro-excavation work may be required along the tree side of the sidewalk to ensure excavation will not damage tree roots when sidewalk is being installed at existing grade. There may be cases where ramping sidewalks will be required raising the finished grade above existing to minimize root damage.

Soil compaction within the footprint of the sidewalk is typically allowed to meet sidewalk construction standards. Machinery and other heavy equipment will be kept to restricted areas to minimize soil compaction. When constructing new or removing existing sidewalks, travel and demolition will be restricted to the path of the walks. (See attached specifications)

- 7. Question:** Will the Consultant be responsible for processing any land use or site plan review applications?  
**Answer:** The selected Design Team will need to assist the City in the Site Plan Review meetings or questions from the City Community Development Department. This may include creating a Site Plan for submittal to Comm Dev, and attending one meeting to walk through the design with Comm Dev.
- 8. Question:** Will the City provide geotechnical information for the site to allow for the structural foundation designs.  
**Answer:** As stated on page 21 of the RFP, "Please note the survey is complete and the geotechnical report is in progress. Both the survey and the geotechnical report will be made available to the selected consultant team at project commencement." This is anticipated to be early May. They will include recommendations for foundations for the stage and retaining walls.
- 9. Clarification:** The attached Solicitation Response Form has been revised to include a line item for Contract and Construction Administration Fees. Please use this revised form when submitting your proposal.

The original solicitation for the project noted above is amended as noted. All other conditions of the subject remain the same.

Respectfully,



Dolly Daniels, Senior Buyer  
City of Grand Junction, Colorado

**Revised - Section 7.0. Solicitation Response Form (Addendum No. 1)**

**RFP-5625-25-DD “Final Design for Whitman Park”**

*Proposer must submit the entire Form completed, dated, and signed.*

**Bid Date:** \_\_\_\_\_

**Bidding Company:** \_\_\_\_\_

**Name of Authorized Agent:** \_\_\_\_\_

**Email** \_\_\_\_\_

**Telephone** \_\_\_\_\_

**Address** \_\_\_\_\_

**City** \_\_\_\_\_ **Zip** \_\_\_\_\_

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*The City reserves the right to accept any portion of the services to be performed at its discretion.*

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The undersigned has thoroughly examined the entire Request for Proposal and therefore submits the proposal and schedule of fees and services attached hereto.

This Proposal is Firm and irrevocable for ninety (90) days after the time and date set for receipt of proposals.

The undersigned Proposer accepts and agrees, by the *terms and conditions contained in this Request for Proposal*, that it is prepared, ready, and willing to perform and provide services as described in the attached Proposal if the same is accepted by the City.

The undersigned Proposer acknowledges the right of the City to reject any and all Proposal(s) submitted and to waive any informality(ies) and irregularity(ies) therein in the City’s sole discretion.

By submission of the Proposal, each Proposer certifies, and in the case of a joint Proposal, each party thereto certifies as to its own capability that the Offer has been arrived at independently, without collusion, consultation, communication, or agreement as to any matter relating to the Proposal with any other Proposer or with any competitor.

Prices in the Proposal have not knowingly been disclosed with another Proposer and will not be before award.

- Prices in the Proposal have been arrived at independently, without consultation, communication, or agreement to restrict competition.
- No attempt has been made nor will it be to induce any other person or Firm to submit a proposal to restrict competition.
- The individual signing the Proposal certifies that it is a legal agent of the Firm, authorized to represent the Firm, and is legally responsible for the offer concerning supporting documentation and fees/prices provided.
- Direct purchases by the City of Grand Junction are tax-exempt from Colorado Sales or Use Tax. Tax-exempt No. 98-903544. The undersigned certifies that no Federal, State, County, or Municipal tax will be added to the above-quoted prices.
- The City of Grand Junction payment terms shall be Net 30 days.
- Prompt payment discount of \_\_\_\_ percent of the net dollar will be offered, to the Owner if the invoice is paid within \_\_\_\_\_ days after the receipt of the invoice.

**RECEIPT OF ADDENDA:** The undersigned Firm acknowledges receipt of the Addenda to the Solicitation, Specifications, and other Contract Documents.

**State number of Addenda received:** \_\_\_\_\_

It is the responsibility of the Proposer to ensure all Addenda has been received and acknowledged.

Description	Total Not-To-Exceed Amount
Provide all materials, professional labor and documentation to deliver the Final Design of Whitman Park as described in Section 4.4 and as described in Section 4.3.4 (Fee/Price Proposal)	\$ _____
Contract and Construction Administration	\$ _____

**Total Not to Exceed Amount Written**

\_\_\_\_\_ **Dollars**

*By signing below, the Undersigned agree to comply with all terms and conditions contained herein.*

**Company:** \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

The undersigned Proposer proposes to subcontract the following portion of Services:

<u>Name, address, city, and state of Subcontractor</u>	<u>Description of Service(s) to be performed</u>	<u>Est. Value &amp; % of Service(s)</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

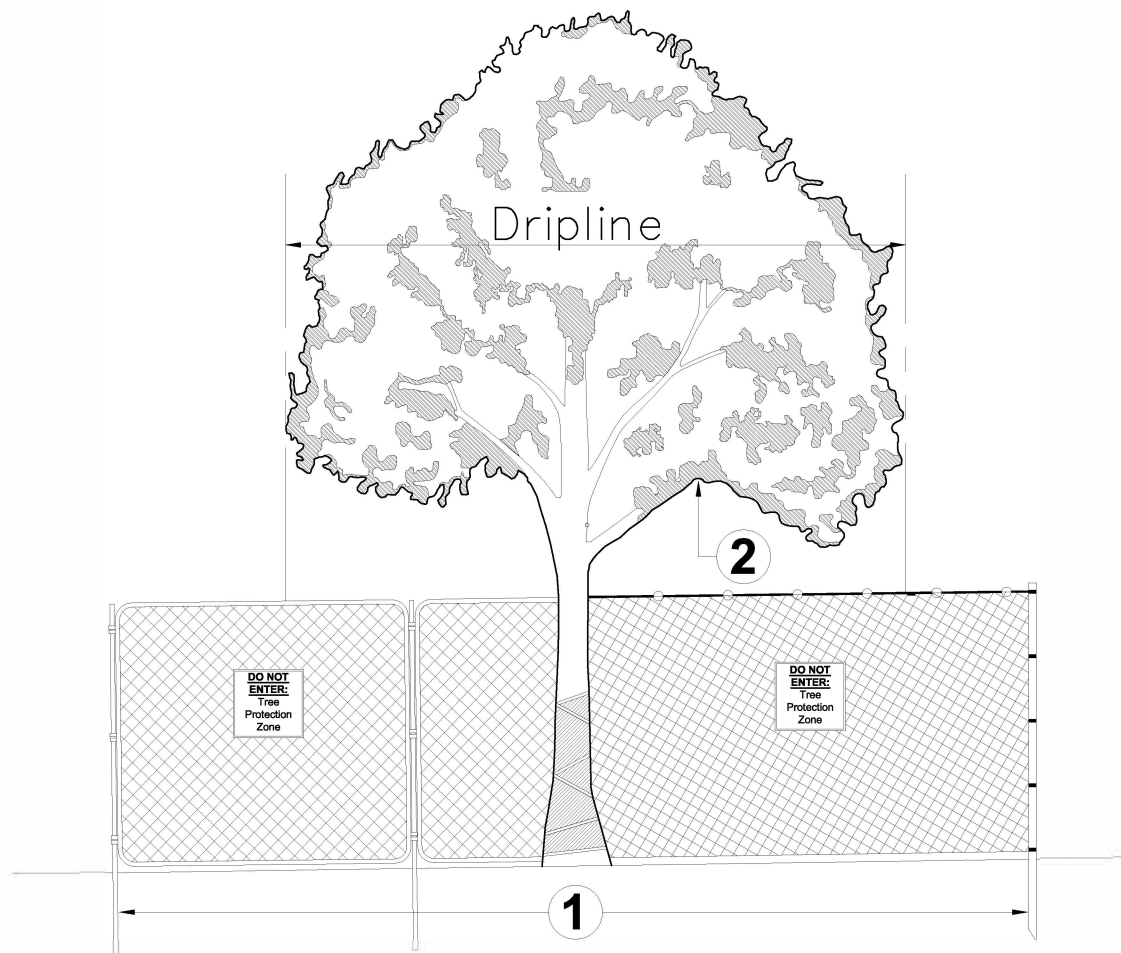
The undersigned Proposer acknowledges the right of the City to reject any Offers submitted and to waive informalities and irregularities therein in the City's sole discretion.

By submission of the Proposal, each Proposer certifies, and in the case of a joint Proposal, each party thereto certifies as to its own organization, that this Offer has been arrived at independently, without collusion, consultation, communication, or agreement as to any matter relating to this Proposal with any other Proposer or with any competitor.

## **Grand Junction City Forester (GJCF) Tree Protection Specifications**

1. Prior to commencement of any setup work or construction activities, the contractor shall meet with GJCF and complete an on-site tree protection walk-through
2. All existing trees in public rights of way (ROW), parks, and other public places that are within approved construction footprint or abutting access points shall be protected per GJCF standards and practices.
3. Tree protection fencing shall be:
  - A. Installed where deemed necessary by GJCF staff prior to commencement of demolition and/or construction activities
  - B. Inspected and approved by GJCF staff
  - C. Remain in place and as approved until Certificate of Occupancy or Substantial Completion and Final Acceptance is issued
  - D. Be maintained by the contractor throughout the entirety of the project
4. Tree protection fencing requirements:
  - A. Trees in need of fencing protection shall be identified as Tree Protection Zone (TPZ) trees and fencing shall be installed at the dripline, furthest extent of tree canopy, or is equal to twelve inches radially from the tree for every one inch of trunk diameter at breast height (DBH = 4.5' above soil line), whichever is greater
    - Reduced TPZ areas must be approved by GJCF
  - B. Install six foot (6') chain link fencing prior to commencement of project construction activities
    - With approval of GJCF, 4' orange construction fencing may be acceptable in place of chain link depending on potential impacts of activity (must be maintained at all times)
  - C. Once TPZ is in place, the following are not permitted within TPZ without prior written approval from GJCF:
    - Entrance and/or access
    - Moving, resizing, removing, or altering in any manner
    - Storage of materials/debris/equipment
    - Construction activities including but not limited to: rototilling, trenching, grading, installation of underground utilities, site improvements, or landscaping
    - Irrigation work
      - When approved shall be completed by directional bore or hand-dig method
  - D. "Tree Protection Zone" signs shall remain in place as posted by GJCF and shall be maintained in the condition in which they were installed
  - E. Clear visibility into TPZ must be maintained. All construction banners, screens, barriers, and/or signs (except GJCF-posted TPZ signs) must be semi-transparent and not impede inspection of TPZ by GJCF staff
5. Existing trees within project area where fencing is not required shall follow Tree Protection Zone Non-fenced (TPZN) requirements
  - A. TPZN area shall be considered at tree dripline (furthest extent of tree canopy)
  - B. The following are not permitted within TPZN without prior written approval from GJCF:
    - Driving of vehicles or equipment
    - Storage of materials/debris/equipment
    - Construction activities including but not limited to: rototilling, trenching, grading, installation of underground utilities, site improvements, or landscaping

- Irrigation work
  - When approved shall be completed by directional bore or hand-dig method
- 6. Tree Pruning for clearance issues must have prior authorization by GJCF staff
- 7. No root 2 inches or larger shall be cut without prior consultation from GJCF staff
- 8. Existing ROW or public place trees approved for removal by GJCF must be protected in place until removed by an GJCF-licensed tree contractor to avoid structural failures:
  - A. A GJCF tree removal permit is required
  - B. Tree removal permits are not included with building permits and/or plan approval and must be obtained separately from the GJCF
- 9. For projects with a duration of 5 days or longer:
  - A. Protected trees established through supplemental irrigation systems shall be deep-root watered at a minimum interval of once every two weeks when temperatures are at or above 40-degrees
  - B. Trees shall be watered at the rate of 10 gallons per inch caliper
    - GJCF may ask for documented proof of watering and/or treatment.
- 10. Tree removal without permit and damages to public trees may be subject to the following:
  - A. Responsible party for tree removal or tree damage shall be responsible for lost value based on industry standard tree appraisal methods as determined by GJCF



**Any work in these areas require approval from Grand Junction City Forester (GJCF) prior to activity. Contact GJCF for instruction.**

**Area 1: Tree Protection Zone and Critical Root Zone Protection**

- The Tree Protection Zone (TPZ) shall be equal to dripline or 1.5 feet radially from the tree for every one inch of trunk diameter at breast height (DBH = 4.5' above soil line), whichever is greater.
- The Critical Root Zone (CRZ) shall be equal to one foot radially from the tree for every on inch of trunk diameter at breast height.

- A. Minimum 6' in height steel chain link fence is required unless otherwise approved by the GJCF. Steel chain link fence panels or rolls are acceptable.
  1. When chain link rolls are installed, it shall be fastened to heavy duty steel posts with safety caps at minimum five (5) attachment points with 12-gauge wire, including points at top and bottom. Weave wire through top of roll to eliminate sag.
  2. Posts shall be driven 2' to 3' below grade and spaced at max. five to ten foot (5' - 10') o.c. intervals. Fencing must be kept taut at all times.
  3. "Tree Protection Zone" signs shall be placed one (1) per each tree protection zone minimum or more per direction of GJCF; maintain in the location and condition in which approved.
  4. TPZ, including signage, shall be maintained in the location and condition in which approved.

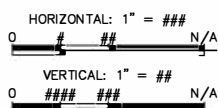
**Area 2: Canopy Protection**

Contact GJCF if potential for damage exists and/or if pruning is needed for any clearance issues prior to performing work.

**Notes**

1. GJCF Tree Protection Specifications shall be followed throughout duration of work.
2. After TPZ is approved;
  - A. TPZ shall not be resized, modified, removed, or altered in any manner without prior written approval. TPZ shall be maintained in place as approved until removal is authorized by GJCF.
  - B. Entrance/access to the TPZ is not permitted without prior written approval from the GJCF.
  - C. No materials, debris, equipment, or site amenities shall be stored within the TPZ without prior written approval from the GJCF.
3. While TPZ fencing is in place, trees established by supplemental irrigation shall be deep-root watered at an interval of once every two weeks when temperatures are at or above 40 degrees F. Trees shall be watered at the rate of twenty-five (25) gallons per inch DBH. GJCF may ask for proof of watering.
4. Violation of TPZ or damage to protected trees is subject to penalty per City Ordinance.
5. **Responsible party for tree removal or damage shall be responsible for lost value based on industry standard tree appraisal methods as determined by GJCF.**

DRAWN BY KA DATE 01/2021  
 DESIGNED BY RD DATE 01/2021



*PARKS AND RECREATION  
 FORESTRY DIVISION*  
**TREE PROTECTION ZONE  
 FENCING DETAIL**

