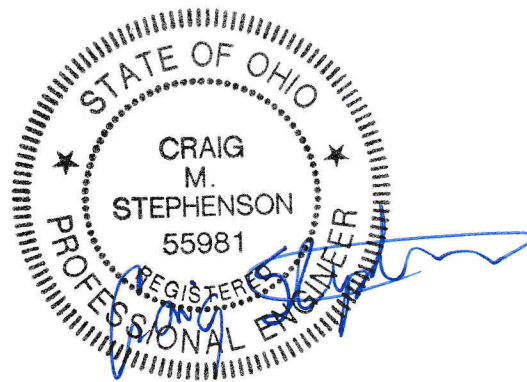


# REQUEST FOR DESIGN/BUILD PROPOSALS

## FAIRFIELD TOWNSHIP SERVICE DEPARTMENT BUILDING

January 8, 2020



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## **Article I. GENERAL INSTRUCTIONS TO BIDDERS**

### ***Section 1.01 Site Location***

The site is a parcel, totaling approximately 2.3 +/- acres, otherwise identified as the Service Department Building Location.+ The site is located at Gilmore Road, accessed from a yet to be constructed New Road off of Gilmore Road. The project will consist of complete, turnkey design, development and construction, along with prerequisite permitting activities. Site services will include all necessary environmental inspections, testing services and notifications, permits.

### ***Section 1.02 General Instructions***

A Site Plan and general outline specifications site work and for a new facility that will house the Fairfield Township Service Department Facilities and Offices. The project will be required to be completed using Prevailing Wage(s).

### ***Section 1.03 Submission Deadline***

Candidates for this Request for Design Build Proposals shall provide a complete and accurate proposal on or before 4:00 pm on February 14<sup>th</sup>, 2020.

### ***Section 1.04 Evaluation of Proposals***

The Following criteria will be used to evaluate each Request for Design Build Proposal:

- Methodology
- Inspection & Testing Procedures
- Abatement Procedures, as applicable
- Cost
- Design Build Team
- Quality of Workmanship
- Operational Efficiency
- Site Utility
- Construction Schedule
- Use of Fairfield Township Businesses

### ***Section 1.05 Project Award***

The Fairfield Township Board of Trustees shall make the final determination of the acceptance or rejection of any or all Proposals. The Fairfield Township Board

of Trustees reserves the right to select or reject any or all Proposals based upon any reason.

## **Article II. PROPOSAL REQUIREMENTS**

### *Section 2.01 Cover Letter*

Each Proposal shall include a cover letter directed to the Board of Trustees. The letter should be dated and signed by the Design/Build Contractor.

### *Section 2.02 General Layout Design*

The General Layout Design of the building shall be consistent with the intended scope of the project. Any modifications shall be noted and included with each proposal as an Addendum to the Proposal.

### *Section 2.03 Program Analysis*

The proposal shall include specific information concerning truck bay areas, open space, site work, restrooms, common areas, storage areas, equipment rooms, etc. using the included Site Diagram Information Listed at Exhibit A (Kleingers' Report). and the Program Analysis Diagram listed as Exhibit B .The Site Diagram information and the Program Analysis Diagram should be used as baseline information that is amendable. The Board of Trustees will consider and modifications that enhance the design or functionality of the Proposal. Any modifications or deviations shall be noted and included with each proposal.

### *Section 2.04 Plans*

Each Proposal shall include the following information developed on CAD:

- A Site Plan, drawn to 1" = 30' scale, showing the property lines, easements, building footprint, curb cuts, adjacent zoning, vehicular circulation, parking, driveways, utilities, storm water management, topography, lighting and landscaping, site disturbance limits, demolition limits, grading limits, erosion control, or other similar applicable site details.
- A color rendering of the proposed building elevation in its site content.
- Fully developed floor plan drawn to 1/8"=1' scale, showing building shell and fenestration, interior partitions, doors, swings, plumbing, fixtures, millwork, floor materials etc. Label all spaces and give nominal room dimensions.

- Other plan notes, details, or specifications required to provide reasonable clarity with regard to the plan of abatement, remediation, demolition, or restoration on the site.

### **Article III. SCHEDULE**

#### *Section 3.01 Construction Information*

Each Proposal shall contain a detailed Schedule of Construction outlining major design and construction activities. This schedule will include significant landmark dates.

### **Article IV. PROJECT TEAM INFORMATION**

#### *Section 4.01 Contractor*

The following information shall be provided for the Contractor:

1. History of the Company
2. Statement of Qualifications
3. Similar Project Experience
4. Client References
5. Project Organization, Chart including resumes of key project personnel
6. Bank references & Financial Statements
7. Insurance

#### *Section 4.02 Architect*

The following information shall be provided for the Architect:

1. Background of Firm or Company
2. Similar Project Experience
3. Client References
4. Current workload

*Section 4.03 Consulting Engineers*

The following information shall be provided for the Consulting Engineers:

1. Resumes of Proposed Project Engineers: Civil, Structural, Geotechnical, etc.
2. Similar Project Experience
3. Client References
4. Current workload

*Section 4.04 Significant Sub-Contractors*

The following information shall be provided for any Significant Sub-Contractors:

1. Resumes of Proposed Sub-Contractors, HVAC, Plumbing, Electrical, etc.
2. Similar Project Experience
3. Client References
4. Current workload

**Article V. COSTS**

*Section 5.01 Lump Sum Price*

Each Proposal shall contain a lump sum cost of Construction with a cost breakdown for the base bid (based on the information presented herein) and separate costs for each (if any) options presented by the Design-Build team. Cash allowances shall be clearly specified in the proposal. **(Prevailing Wage is required).**

<u>TRADE</u>	<u>TRADE COST</u>	<u>COST Per SF</u>
1. General Conditions	\$ _____	\$ _____
2. Site Work	\$ _____	\$ _____
3. Erosion Control	\$ _____	\$ _____
4. Site Stabilization/Restoration	\$ _____	\$ _____
5. Inspection & Testing	\$ _____	\$ _____
6. Remediation Costs	\$ _____	\$ _____
7. Permitting	\$ _____	\$ _____
8. Equipment	\$ _____	\$ _____
9. Special Construction	\$ _____	\$ _____
10. Miscellaneous – Not Listed	\$ _____	\$ _____
<b>SUBTOTAL OF ALL TRADES</b>	\$ _____	\$ _____
11. Contingency	\$ _____	\$ _____
12. Contractor's Fee	\$ _____	\$ _____
<b>GRAND TOTAL</b>	\$ _____	\$ _____

**EXHIBIT A**

Kleinger's Report dated December 3, 2019





CINCINNATI  
COLUMBUS  
DAYTON  
LOUISVILLE

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West Chester, OH 45069  
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December 3, 2019

Fairfield Township  
6032 Morris Road  
Fairfield Township, OH 45011

ATTN: Julie Vonderhaar  
Administrator

RE: Gilmore Road Service Building Site Suitability  
Support Narrative for Preliminary Site Location and Grading Plans

Dear Mrs. Vonderhaar,

Per our agreement, Kleingers reviewed the site suitability for a proposed service building in an area as designated by Fairfield Township. The location of this site is directly north of the fire station under construction and bound by Gilmore Road on the east, the North Fairfield Baptist Church on the north, and the proposed property limit of a future school on the west.

Below are narrative descriptions about the preliminary site location and grading plans that are included as Appendix A.

## Site Plan Narrative

### LOCATION PLAN

Fairfield Township's zoning map indicates the property is in a Residential-Planned Unit Development (R-PUD), and therefore certain zoning requirements (e.g., setbacks) may vary and be subject to review. For purposes of this study, Kleingers chose to be consistent with the nearby Fire Station's design for building setbacks.

Kleingers next reviewed stream delineation and wetland impacts. Though it does not specifically address streams or wetlands, the Phase 1 environmental site assessment (dated October 11, 2017) provided by the Township did corroborate that a stream is present in this area as shown on GIS mapping. In accordance with the Butler County Flood Damage Prevention Damage Regulations, Kleingers included a 75' stream buffer for purposes of evaluating locations for the service building. The presence of this stream does not preclude this area from being a suitable location for the service building, but it does effectively limit the usable area. The location of the stream could also limit or make the proposed driveway connection to the future access road cost prohibitive as well as the ability to drain the site to the combined Detention Pond. A larger culvert will need to be designed under the proposed access drive and should be designed to keep the disturbance of the stream to under 90' of length as a limit under the Nation Wide Permit.

Kleingers reviewed the requested location for the building using the stream buffer and the proposed building setbacks. As shown, the 112x100 building does fit within the proposed setbacks. The building is as far east as allowable per the setback, and as far south as grading conditions will allow. Future coordination with the architect of the building will be needed to ensure building dimensions and design features (i.e., garage bays, entrances, etc.) work with the site layout.

JOB #: 190257.000



A utility plan design was not included with this study, but Kleingers did account for the proposed future sanitary extension to ensure it did not conflict with the proposed location of the building. There are existing water and gas main lines located within the Gilmore Road right of way that Kleingers assumes would be suitable for the building services.

A proposed use for the service building “Automobile and Service Repair” was used to determine required number of parking spaces. In accordance with the zoning resolution, one parking space per 800 square feet of floor area will be needed. Therefore, the location plan includes the required minimum of fourteen (14) total parking spaces, 13 standard parking spaces in addition to the required one van accessible space to comply with ADA. Parking lot pavement shown is asphalt with a concrete apron at building for truck entry.

Based on provided documents, Kleingers studied maneuverability and turning radius for 30’ trucks. As shown in the exhibit on the location plan, there should be adequate maneuvering room with the 30’ aisle next to the 25’ concrete apron. If reducing this area is considered during the design phases, ensure adequate space is provided for truck access in and out of building.

The Future Access Road is accounted for at approximately station 28+00 of the Gilmore Road Improvements. The proposed building should not require any connection to Gilmore Road directly, unless crossing the stream with the proposed access drive is not allowed.

## **GRADING PLAN**

The proposed finished floor and location of building were chosen in conjunction with the existing surface elevation of the building area, the stream crossing, and existing drainage patterns. The site generally flows northeast to southwest toward the stream. The grading plan does not include grading for combined detention pond.

A topographical survey will need to be completed to confirm, but the area where building location is proposed appears to be relatively flat (2.5-5.0% slope) which will assist with reduction of earth moving operations. The proposed finish floor elevation of 749.00’ was primarily chosen to reduce volume of earthwork that will need to be removed or brought onto site. The rough earthwork volumes for cut and fill are shown on the plan. At the proposed elevations, the net volume will likely end up being a cut (volume will need to be removed) once the cross- section volumes for pavement, slabs, and foundation are taken into consideration.

During design phases, additional grading measure should be taken to ensure that any overland drainage flow north of the building could be properly diverted or intercepted by storm structures. Also, while routing stormwater from the proposed building to the detention pond south of the stream is the intention, it is unlikely that this can be achieved by gravity means only. Alternate detention options may need to be considered.

Kleingers did not have a geotechnical study to reference for purposes of this study. The preliminary grading plan shown may be subject to modifications pending a topographical survey and recommendations of a geotechnical report.



## CONCLUSION

The proposed area for the service building is limited based on the proximity to the stream. However, based on the size of building, Kleingers believes that this site can be suitable for its intended use given some of the constraints and assumptions listed above.

We welcome the opportunity to discuss the preliminary plans with you in person if that is desired. You can also contact me with any questions. Kleingers hopes to assist Fairfield Township in making this project a success.

Sincerely,

THE KLEINGERS GROUP

A handwritten signature in blue ink that reads "Troy Messer". The signature is written in a cursive style with a long horizontal stroke at the beginning.

Troy Messer, PE

cc: FILE



## **Appendix A – Preliminary Location and Grading Plans**



**TRUCK MANUEVERABILTY**

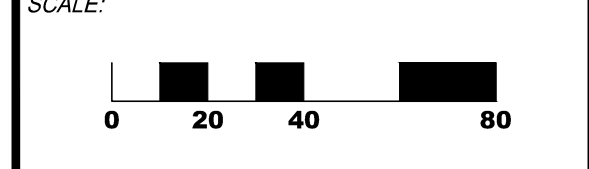
NUMBER OF PARKING SPACES REQUIRED  
 AUTOMOBILE SERVICE AND REPAIR  
 1.0 PER 800 SQ. FT. OF FLOOR SPACE  
 13 STANDARDS SPACES PROVIDED WITH  
 ONE ADA SPACE

SEAL:

NO.	DATE	DESCRIPTION

**FAIRFIELD TWP. SERVICE BUILDING**  
 SECTION 25, TOWN 2, RANGE 3  
 FAIRFIELD TOWNSHIP  
 BUTLER COUNTY, OHIO

PROJECT NO: 190257.000  
 DATE: 12/03/2019



SHEET NAME:  
**PRELIMINARY LOCATION PLAN**

SHEET NO.  
**C200**



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EARTHWORK CALCS:  
 FROM EXISTING SURFACE TO FINAL ELEVATIONS:  
 1,098 CY (CUT)  
 1,815 CY (FILL)  
 34,686 SF IMPERVIOUS ARES  
 1,285 CY (SUBGRADE CUT)  
 568 CY (NET CUT)

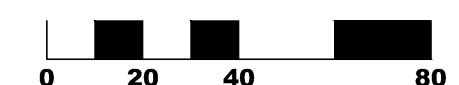


**THE KLEINGERS GROUP**  
 CIVIL ENGINEERING SURVEYING LANDSCAPE ARCHITECTURE  
 www.kleingers.com  
 6219 Centre Park Dr.  
 West Chester, OH 45069  
 513.779.7851

SEAL:

NO. DATE DESCRIPTION

**FAIRFIELD TWP. SERVICE BUILDING**  
 SECTION 25, TOWN 2, RANGE 3  
 FAIRFIELD TOWNSHIP  
 BUTLER COUNTY, OHIO

PROJECT NO: 190257.000  
 DATE: 12/03/2019  
 SCALE:  


SHEET NAME:  
**PRELIMINARY GRADING PLAN**

SHEET NO.  
**C400**



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**EXHIBIT B**

Services Building Conceptual Schematic Plan

