

NOTICE: REQUEST FOR PROPOSALS

Notice is hereby given that sealed proposals will be received:

By: Logansport Clerk-Treasurer's office, 601 E. Broadway, Room 203,
Logansport, IN

For: Spencer Park Shelter Restoration, in Logansport, Indiana

Attn: Sealed Proposals, Board of Works Meeting, Wednesday, July 19, 2023,
9:00am local time

All proposals will be opened at the meeting of the Board of Works Wednesday, July 19, 2023, 9:30am local time. Proposals received after the hour and date set for receiving of proposals will not be considered and will be returned unopened.

Proposals shall be in full accordance with the REQUEST FOR PROPOSALS FOR THE SPENCER PARK SHELTER RESTORATION, dated June 16, 2023.

Each proposal must be enclosed in a sealed envelope bearing the title of the Project and the name and address of the Consulting Company.

The Owner reserves the right to accept or reject any bid and to waive any irregularities in the submitted proposal.



Request for Proposals

TO: Prospective Design-Build Firms
FROM: Logansport Parks & Recreation Department
PROJECT: Spencer Park Shelter Restoration

Your firm is invited to submit a response to this Request for Proposal. The Logansport Parks & Recreation Department is soliciting proposals from Design-Build firms to assist with the planning and restoration of the existing open-air shelter at Spencer Park, 3300 E. High Street Logansport IN 46947. The shelter was recently closed to the public due to concerns about the structural stability. The shelter was evaluated by a Structural Engineer in 2022, and a copy of the evaluation report is attached.

The Logansport Parks & Recreation Department would like a Design-Build firm to initiate further study into the shelter to determine how it can be restored to a structurally safe condition while still preserving the historic elements of the shelter. Once the initial study is complete, the goal would then be for the design-build team to continue with full design, obtain necessary permits, and proceed with the restoration.

It is imperative that anyone submitting an RFP has Architecture, Structural Engineering, and Construction services either in-house OR has assembled a team of firms who collectively can provide those services on this project.

Provided in this document are the Scope of Work, Schedule, Qualification Requirements, Submission Instructions, and Evaluation Criteria.

Scope of Work

The scope of work will be divided into three (3) distinct phases:

Phase 1 – Study

- A. Evaluate the condition of the existing shelter and identify all structural repairs needed, including photographs.
- B. Meet with stakeholders to understand current usage of the shelter and what changes are needed to better serve the community.
- C. Recommend multiple options of restoration and/or reconstruction which would correct structural deficiencies and preserve the history of the shelter.
- D. Provide cost estimates for each restoration option.
- E. Provide preliminary engineering design.
- F. Provide up to two (2) color renderings of the proposed restoration.
- G. Summarize all of the above in a final report.



Phase 2 – Design & Drawings

- A. Provide final design and drawings for the selected option.
- B. Secure all State and local permits required.
- C. Update the color renderings as needed to reflect the final design.

Phase 3 – Construction

- A. Fully repair/reconstruct the structure per the approved design drawings.

Please note, the following services may be EXCLUDED from this project:

- Surveys.
- Soil testing & environmental testing, including lead and asbestos.
- Audio/visual technology.

Schedule

Facility Tour – June 28, 2023, 3:00pm local time, 3300 E. High Street Logansport IN 46947

Final Submission of Questions - July 7, 2023, 5:00pm local time

Questions will be answered within 3 business days and shared with all prospective firms.

RFP Submissions Due – Wednesday, July 19, 2023, 9:00am local time

Interviews (if needed) – July 26-August 8, 2023.

Notice of Award - August 9, 2023 or before.

Phase 1 Study Due – Negotiable, but November 8, 2023 is preferred.

Appropriate schedules for Phases 2 and 3 will be negotiated at the completion of Phase 1.

Qualifications

The following are minimum qualification requirements for the Design-Build team:

1. Historic restoration experience, both design and construction.
2. A Professional Engineer licensed to practice Structural Engineering in the State of Indiana, with at least ten (10) years of experience designing and evaluating similar structures.
3. Licensed contractor with bonding capacity.



Submission Instructions

Submissions should be delivered/mailed to the Logansport Parks & Recreation Department by July 19, 2023 9:00 a.m.:

Logansport Parks & Recreation Department

1701 Dividend Dr.

Logansport IN 46947

Each proposal must be enclosed in a sealed envelope bearing the title of the Project and the name and address of the consultant's business.

Deadline for submissions is Wednesday, July 19, 2023, by 9:00 A.M. Late submissions will not be considered.

Submissions will be opened by the Logansport Board of Works on Wednesday, July 19 at 9:30 a.m. in the City Council Chambers, 601 E. Broadway, Logansport IN 46947.

Submissions shall include the following:

1. Full legal name.
2. Date of organization.
3. Identify address of firm or office which will lead this project.
4. Primary point of contact.
5. Include a General Statement of Qualifications
6. Provide a description of at least three (3) project of similar size and scope.
7. List any previous work in Logansport or Cass County within the past five (5) years.
8. Identify the design and construction team, including licensed professionals.
9. List at least three (3) professional references.
10. Fixed Fee to complete Phase 1 only.
11. Anticipated total cost of any reimbursables during Phase 1.
12. Estimated cost range for Phase 2 (*this information will not be used in the selection process*).



Evaluation Criteria

The following criteria will be used by Logansport Parks & Recreation Department to select the most deserving design-build firm:

1. Firm's design and construction experience with similar projects.
2. Familiarity and experience with projects in Logansport and/or Cass County.
3. Qualifications of the team.
4. Phase 1 fee.

All RFP responses will be reviewed in their entirety. After said review, Logansport Parks & Recreation Department may interview multiple firms but reserves the right to make a selection without conducting interviews.

Sincerely,

A handwritten signature in blue ink that reads 'Janet E. Fawley'. The signature is fluid and cursive.

Janet Fawley, Parks Administrator
June 14, 2023

06/15/2022

Project: #E2022.169

Janet Fawley
1701 Dividend Drive
Logansport, IN 46947
(574) 753-7110
parksadministration@cityoflogansport.org

**RE: Structural Inspection
Spencer Park, 3319 E. High St. – Logansport, IN**

KJG Engineering was asked to provide a structural evaluation of an existing park shelter at Spencer Park in Logansport, Indiana, because it shows signs of a sagging roof system. The wood-framed shelter is located between High Street and the Eel River. On May 19, 2022, KJG performed an on-site visual inspection of the existing structure and recorded measurements of the structural members for analysis.

The structure was analyzed to determine if it is structurally sufficient to meet current code requirements. Based on the existing roof materials, a 10-psf uniform dead load was applied to the roof structure for our analysis. We also applied the code-prescribed snow and live loads with applicable reductions; these turned out to be 15-psf uniform snow load and 16-psf uniform live load on the roof (not applied simultaneously). Additionally, we applied the code-prescribed wind load laterally on the structure, which was 18-psf considered separately in each direction.

Based on our structural assessment and subsequent calculations, KJG Engineering has identified deficiencies in the structure. Our analysis results are listed below, organized by structural member type. Damage-related repairs will be discussed separately. See **Figures 1 & 2** in the appendix for a glossary of structural terms.

1. 2x4 rafters running parallel to the trusses are spaced at 2-feet and span 18-feet between a double 2x6 top plate at the wall and a 1x6 ridge beam. The rafters are also supported at midspan by a 4x4 beam that runs perpendicular to the truss top chords.
 - ✘ The 2x4 rafters are undersized and need to be reinforced.
 - ✘ The 1x6 ridge beam is undersized. Adding a tie between rafters at the ridge would remove the necessity of reinforcing the ridge beam.
 - ✘ The 4x4 midspan beam is undersized and needs to be reinforced.
2. The roof structure contains seven wood trusses spaced approximately 12-feet apart and spanning 30-feet. The trusses bear on an upper wall supported by 5.6-inch x 6-inch timber posts. There are also 4x4 knee braces from the posts to the bottom chord of the truss.
 - ✘ The top chord of the truss is a double 2x10, which is undersized and needs to be reinforced.
 - ✘ The bottom chord of the truss is a double 2x8, which is undersized and needs to be reinforced.
 - ✘ The web members are 2x6 and are all either undersized or too slender to support compression forces and need to be reinforced or braced.
 - ✘ The connections are nailed and need additional fasteners.

3. The walls consist of 4x4 girts, flat 2x4 girts 18-inches above the 4x4s, and double 2x6 top plates. All of these members span 12- to 15-feet between 5.6-inch x 6-inch timber posts, which have the corners clipped for 3-feet above the concrete bases. The posts along the north wall have been reinforced with double 2-inch x 6-inch steel channels. There are 4x4 knee braces from the posts to the 4x4 girts.
 - ✘ The double 2x6 top plate is undersized and needs to be reinforced.
 - ✘ The 4x4 girts are undersized and need to be reinforced.
 - ✔ The 2x4 girts have sufficient capacity.
 - ✘ The posts are undersized and need to be reinforced, even with the steel channel reinforcing.

Based on our observations of damage to the structure, the following is a list of members that need to be repaired:

1. The 3rd truss from the east has a split bottom chord and web member. See **Figure 5**.
2. The 2nd truss from the west is crushing at the south end. See **Figure 6**.
3. There are gaps at many locations where the wall girts and knee braces attach to the posts and where the knee braces attach to the girts. See **Figures 7 and 8**.
4. The posts along the north wall have excessive settlement and are leaning to the south. See **Figure 9**.
5. The 2nd post from the east on the south wall is partially rotten. See **Figure 10**.

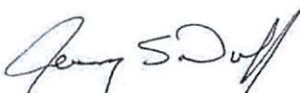
Please note that our analysis was conducted using loads prescribed in the current Indiana Building Code for commercial structures intended for public use. Since this is an existing structure, it would not be required to comply with current code requirements; however, current structural loading requirements for snow and wind have not changed measurably from previous editions of the building code, so we believe the loading used in our analysis is appropriate.

For our analysis, the governing forces were snow and wind loads which cannot be safely supported by the current structure. However, we realize these forces are only sporadically present on the structure. So if the five repair recommendations above were implemented, it is our professional opinion that the structure would be safe and stable when snow and wind are not present. But we would caution against use of the structure when it is subjected to those forces. We understand that this creates a difficult situation for the City to regulate use of the structure given that it is an open-air structure open to the public year-round.

In order for KJG to recommend unrestricted use of the structure, nearly all of the structural members would need to be reinforced as outlined above. Be aware that this reinforcement would have a noticeable impact on the aesthetics of the existing structure as it would be difficult for new wood members to mimic the look of the aged wood currently in place. If the City wishes to pursue reinforcement of the structure, KJG would need to design the specific size members and fasteners needed to increase the shelter's capacity. We estimate that design and construction of the repairs and reinforcements could cost between \$50,000 and \$80,000 based on current material and labor prices.

Please note that our inspection was only visual in nature, and we did not test or take material samples of any components in the house. Also note that our inspection only considered the overall performance of the structural systems that we could see, which excludes foundations. Our observations and recommendations are professional opinions based on engineering principles and evidence visible at the time of our inspection. If you have any questions or require structural engineering services in the future, please contact KJG Engineering.

Sincerely,



Jeremy S. Duff, P.E., S.E.

Appendix:

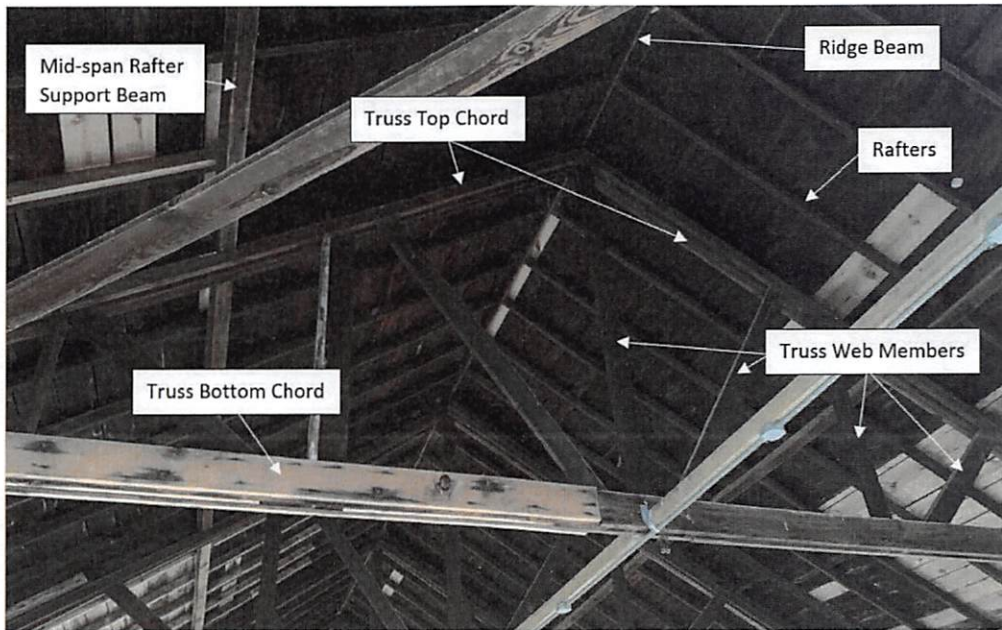


Figure 1: Glossary of terms

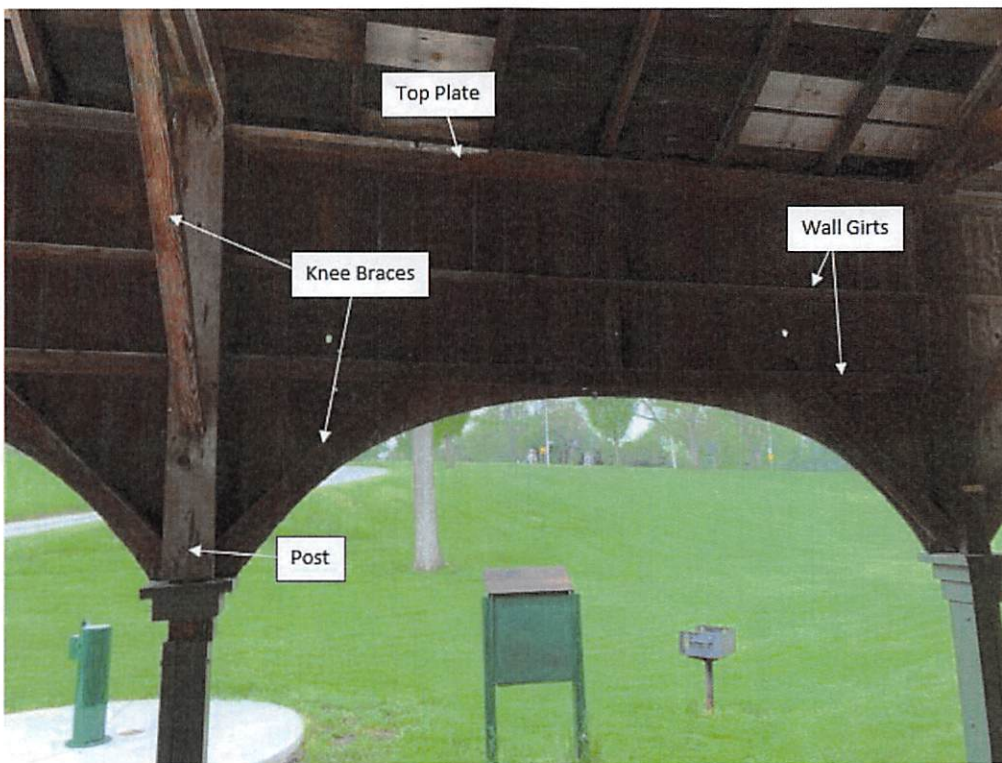


Figure 2: Glossary of terms (cont.)

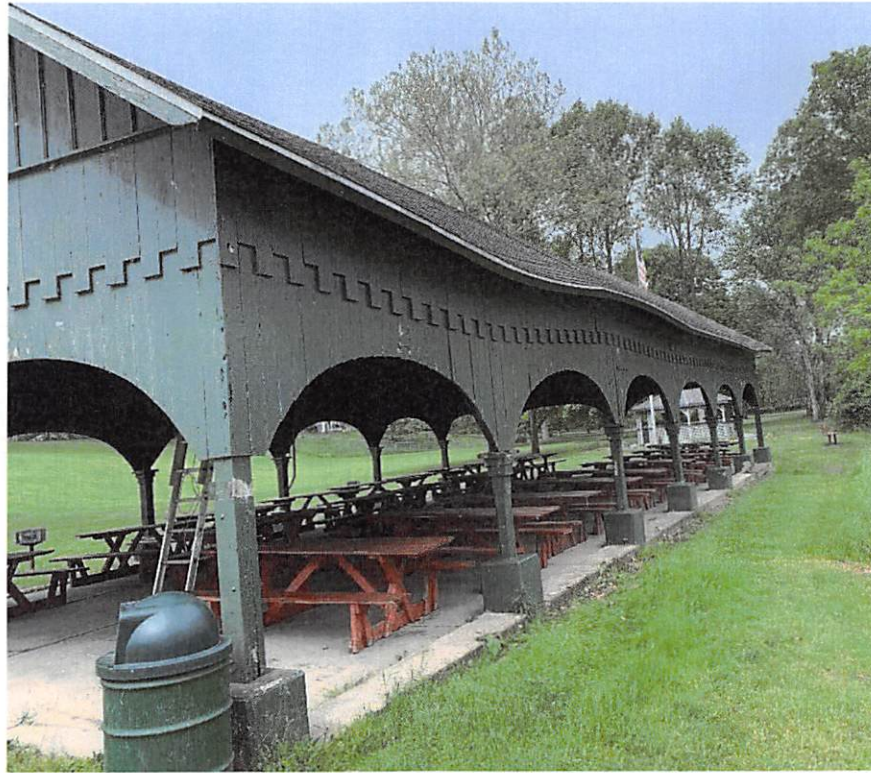


Figure 3: North Side of Shelter



Figure 4: Overall Roof Structure



Figure 5: Split Truss Bottom Chord



Figure 6: Crushing at Truss Bearing



Figure 7: Gaps at Wall Girts



Figure 8: Gap at Knee Brace



Figure 9: Leaning Post



Figure 10: Rotten Post