

REQUEST FOR BOARD ACTION
HENDERSON COUNTY
BOARD OF COMMISSIONERS

MEETING DATE: April 20, 2022
SUBJECT: Jackson Park Playground Consultant Selection
PRESENTER: Carleen Dixon, Director of Parks and Recreation
ATTACHMENTS: Yes
1. Proposed Agreement with RVE, Inc.

SUMMARY OF REQUEST:

With consulting firm, RVE, Inc., selected at the April 4, 2022, Board of Commissioners meeting, staff have since meet with RVE, Inc. to negotiate a proposed agreement. The scope of the agreement is to perform the design process, engineering, bidding, and construction management of the All-Inclusive Playground for the proposed amount of \$49,500.00

We estimate total cost of this project including the proposed services provided by RVE, Inc. to be between \$500,000 and \$600,000.

BOARD ACTION REQUESTED:

The Board is requested to authorize the Director of Parks and Recreation to execute the proposed contract with RVE, Inc.

Suggested Motion:

I move that the Board authorize the Director of Parks and Recreation to execute the proposed agreement with RVE, Inc.

April 8, 2022

Ms. Carleen Dixon, CPRE
Director of Parks & Recreation
Henderson County Parks & Recreation
708 South Grove Street
Hendersonville, NC 28792

Re: Jackson Park All-Inclusive Playground – Cost Proposal

Dear Ms. Dixon:

RVE, Inc. (RVE) is pleased to submit our cost proposal to provide engineering design and construction administration services for the Jackson Park All-Inclusive Playground. Jackson Park is located at 801 4th Ave East, Hendersonville, NC 28792. The future playground is an important project for Henderson County (County), Hendersonville and the surrounding areas. RVE is excited to be a part of this signature project.

The following is a scope of services that we will provide, in accordance with our RFQ response dated January 21, 2022:

Scope of Services

Cost Estimation

- Provide budgetary costs for the all-inclusive park design
- Assist the County with selecting equipment to fit within your budget

Project Management, Meetings and Public Engagement*

- Manage the design and construction administration process for the County
- Attend one design workshop meeting
- Participate in one presentation to the Board of Directors

*RVE is committed to delivering this important project to the County on budget. We will participate in one design workshop meeting and one presentation to the Board of Directors at no cost.

Design and Permitting

- Survey
- Preliminary Design (50% submission)
- Final Design (90% submission)
- Bid Documents (100% submission)

Bid Assistance

- Prepare the bid advertisement and attend the pre-bid meeting
- Attend and conduct the bid opening
- Review and certify bids
- Recommend a construction award

Construction Administration and Construction Inspection

- Contract administration including the management of contractor payment requests
- Pre-bid meeting and progress meetings
- Part time inspection up to six site visits
- Based on a construction duration of 90 calendar days

Limitations and Exclusions

- Design of adult fitness equipment
- It is our understanding that no permitting is required
- Additional design workshop meetings or presentations to the Board of Directors
- Additional site visits during construction

Design and Construction Administration Fees

Below is a summary of the requested fees to perform the scope of services outlined in the previous section. This fee includes all expenses. This project will be billed lump sum by phase monthly.

Survey	\$ 2,500.00
Preliminary Design	\$ 24,000.00
Design Workshop Meeting*	\$ 0.00
Final Design	\$ 14,000.00
Presentation to the Board of Directors*	\$ 0.00
Bidding	\$ 3,000.00
Construction Administration/Construction Inspection**	\$ 6,000.00
Total	\$ 49,500.00

*RVE is committed to delivering this important project to the County on budget. We will participate in one design workshop meeting and one presentation to the Board of Directors at no cost.

**Construction Administration and Construction Inspection includes up to six site visits with an estimated construction duration of 90 calendar days. We reserve the right to respectively request additional Construction Administration and Construction Inspection fees if additional site visits are required or if the construction duration exceeds 90 calendar days.

If you should have any questions or desire additional information, please contact me at 919-545-1894.

Sincerely,
RVE, Inc.

By **DRAFT**
Patrick A. Haramija, PE
Regional Manager, Carolinas

DRAFT
John M. Pyne, PE
Executive Vice President

Activity ID	Activity Name	Original Duration	Start	Finish	2022												2023				
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Jackson Park All-Inclusive Playground Design																					
RFQ/RFP Process																					
A1010	RFQ Posted	0	07-Jan-22 A		◆ RFQ Posted, 07-Jan-22 A																
A1020	Deadline for RFQ Submissions	0		21-Jan-22 A	◆ Deadline for RFQ Submissions, 21-Jan-22 A,																
A1030	Design and Construction Administration Contract Issued at April 20, 2022 Board of Commissioners Meeting	0		20-Apr-22*	◆ Design and Construction Administration Contract Issued at April 20, 2022 Board of Commissioners Meeting, 20-Apr-22*,																
Design Phase																					
B1010	Kickoff Meeting with County	0		25-Apr-22*	◆ Kickoff Meeting with County, 25-Apr-22*,																
B1020	Survey and Base Plans	5	02-May-22*	06-May-22																	
B1040	Preliminary Design (50%)	25	09-May-22	10-Jun-22																	
B1050	Design Workshop #1 - Preliminary Design	0		30-May-22*	◆ Design Workshop #1 - Preliminary Design, 30-May-22*,																
B1070	Final Design (90%)	25	13-Jun-22	15-Jul-22																	
B1100	Presentation to Board of Commissioners	0		11-Jul-22	◆ Presentation to Board of Commissioners, 11-Jul-22,																
B1110	Bid Documents (100%)	5	18-Jul-22	22-Jul-22																	
B1120	Bidding	15	25-Jul-22	12-Aug-22																	
B1130	Contractor Selected at August 17, 2022 Board of Commissioners Meeting	0		17-Aug-22	◆ Contractor Selected at August 17, 2022 Board of Commissioners Meeting, 17-Aug-22,																
Construction Administration/Inspection Phase																					
C1010	Construction Contract Issued	0		24-Aug-22	◆ Construction Contract Issued, 24-Aug-22,																
C1020	Preconstruction Meeting	0	25-Aug-22		◆ Preconstruction Meeting, 25-Aug-22																
C1030	Construction Duration (90 Calendar Days)	66	01-Sep-22	01-Dec-22																	
C1040	Construction Complete	0		01-Dec-22	◆ Construction Complete, 01-Dec-22,																

- ▾ ▴ Actual Work
- ▾ ▴ Remaining Work
- ▾ ▴ Critical Remaining Work
- ◆ Start Constraint
- ◆ Finish Constraint
- ◆ Milestone

RVE, Inc.

Jackson Park All-Inclusive Playground Design
Henderson County
Department of Parks & Recreation

ANTICIPATED PROJECT SCHEDULE

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