

**ADDENDUM NO. 1  
TO REQUEST FOR PROPOSALS  
FOR DESIGN PROFESSIONAL SERVICES CONTRACT  
PROJECT NO. AFMP2022  
SLBE AQUATICS FACILITIES MASTER PLAN 2022  
PARKS AND RECREATION DEPARTMENT  
CITY OF KANSAS CITY, MISSOURI**

**The following are questions and answers as related to this RFP:**

1. The RFQ/P asks that we submit a signed copy of the proposal. Given the prescribed format, where do you expect to see this signature? On the cover?

**An introductory letter is normally included, that can be signed. If not, please sign the cover sheet.**

2. The RFQ/P asks that we provide a digital copy of the proposal in Word/Excel format. Will you also accept a simple PDF?

**Yes, we will accept a PDF.**

3. Proposal Part II Experience asks that we complete the 00410.01 Experience and Reference Form. Landworks Studio will be leading a team of consultants in this proposal. Do you require that only the lead design professional (DP) complete this form? Or do you want to see this form completed by each subconsultant as well?

**Please have the lead design professional and each subconsultant complete the form.**

4. Does KC Parks have a desired timeline for this project (i.e. a projected start date and duration)?

**A projected start date has not been determined, but we would like to have this work completed before next swimming season (2023) or before.**

5. Does KC Parks have specific expectations for the design and execution of the survey questionnaire mentioned in Task 1.1(B)?

**Briefly, we are looking to gather public/and internal feedback on our facilities to use to guide this process. Especially regarding the appearance, management, operations, and programming of the facilities.**

6. Does KC Parks expect the DP for this project to coordinate with the DP conducting the comprehensive parks and recreation master plan?

It is our plan to have this included in the comprehensive parks and recreation master plan. The level of coordination will be discussed in the contract phase.

7. What are the differences between the desired deliverables in Task 1.2(E) and Task 4?

These items may be consolidated during the contract phase.

8. Task 3 references "conceptual plans developed during the needs assessment and evaluation process." However, these plans are not discussed in detail under Tasks 1 or 2. Does KC Parks expect the DP to develop conceptual plans for all aquatic facilities as part of the Task 1.2 services?

No. This sentence should read: "Using the data collected during the needs assessment and evaluation process, a final preliminary aquatic facility master plan will be presented." We are not looking for conceptual plans.

9. Does KC Parks expect the DP to communicate directly with Midwest Pool Management (MPM) during this master plan process? Or does KC Parks expect to manage all coordination between the DP and MPM?

This will be resolved during contract negotiations and will be based on the preference of the contractor and MPM.