

2016

# Manklin Meadow's Racquet Center Improvement Project

RFP Analysis (Phase 1)

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A. Request for Proposal (RFP) Background

The Manklin Meadows Racquet Center Improvement Project includes: the addition of two paddle ball courts now, with the design including the addition of two more courts in the future; the relocation of the existing playground; a realignment of the existing playground parking lot; and the addition of four new pickle ball courts now, with the design including the addition of four more courts in the future. RFP was released on November 16, 2015 by posting on OPA website and placing an advertisement in the local paper. Additionally approximately 30 calls were made to local area contractors, electronic copies of the RFP were sent to 14 contractors (9 general contractors, 5 specialty contractors) and follow up was made on all 14 contractors. Result was one complete proposal submitted by Harkins Contracting utilizing Terra Firma of Delmarva to do the site work and American Tennis to do the court construction as subcontractors.

B. Initial RFP Scope of Work

1. Site work to include clearing, earthwork, erosion and sediment control, storm drainage structures & appurtenances, asphalt for both parking lots and racquet courts, painting of asphalt for parking lots and racquet courts, parking lot and pathway lighting, and concrete work.
2. Electrical work for power outlets and lighting.

C. Initial Proposal Cost Alternatives

1. Base Bid for Site work: \$524,080
2. Base Bid for power & lighting to all courts and clubhouse parking lots: \$224,480
3. Total Base Bid (1 & 2 above): \$748,560

D. Revised Scope of Work (Phase 1)

The proposal received exceeded the project budget by approximately 300% due to the unanticipated costs due to required state/county storm water management and the required electrical design for power to be delivered to the project site. Consequently the RFP scope of work (phase 1) was revised as follows.

1. Site work to be limited to project site east of existing Manklin Meadows entrance road and south of existing asphalt parking lots (area where playground is located).
2. Site work shall include clearing, earthwork, erosion and sediment control, storm drainage structures & appurtenances
3. Construction of 4 pickle ball courts.
4. Revised community parking lot location (gravel only).

E. Phase 1 Scope of Work RFP Responses

The following contractors were requested to submit a proposal for the project phase 1 scope of work: Goody Hill, Harkins Contracting, A-Del Construction, Terra Firma of Delmar and Rayne's Sand & Gravel, Inc. The following table compares the two proposals received.

Scope of Work	Terra Firma	Rayne's
Clearing & Demolition	Included	Included
Sediment & Erosion Control	Included	Included
Earth Work	Included	Included
Bio-Swale Construction	Included	Included
Bio Retention Ponds	Included	Not Specified
Concrete Weir Wall	Included	Included
Gravel Parking Lot	Included	Included
Pickleball Court Construction	Included	Asphalt & base only (fencing, painting, posts, nets not specified)
Landscaping	Included	Tree & stump removal (planting not specified)
<b>Total Cost</b>	<b>\$207,000</b>	<b>\$142,370</b>
Split Rail fence (option)	\$3,705	Not included

F. Discussion

Comparing the two proposals Terra Firma is the more complete. Two main concerns in Rayne's proposal are the lack of specification regarding the bio retention ponds required by the county and the limited detail regarding the pickleball courts construction. Rayne states that the chain link fencing will be done by others (not included in their estimate) and does not give any mention of required posts, nets and court painting. Additionally, as mentioned previously Terre Firma teamed with Harkins Contracting for the proposal submitted in response to the original RFP. Costs offered by Terra Firma for

phase 1 scope of work seem to be proportional with what was proposed as a base bid for site work portion of the total scope of work in the initial RFP.

G. Recommendation: Award contract for phase 1 scope of work to Terra Firma.