

# REQUEST FOR QUALIFICATIONS

## ADDENDUM II



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**TOWN OF THOMPSON'S STATION  
to provide  
Professional Consultant Services  
for the  
Design and Construction Services  
for Sarah Benson Park Phased Master Plan**

1. Is this the Thompson's Station Park Master Plan for reference?
  - a. Yes- <https://www.thompsons-station.gov/sites/default/files/uploads/documents/thompsons-station-parks-master-plan---adoption-draft-31924.pdf>
2. Can you provide a document that shows the official limits of Sarah Benson Park?
  - a. [Warranty Deed.pdf](#)
  - b. [SBP Tax Map.pdf](#)
3. Will the town require any public engagement meetings as a part of the design services? Meaning coordination of a public input meeting (similar to a required neighborhood meeting)?
  - a. **There will be public engagement meetings as part of the design process. The selected firm will also make presentations to the Parks Advisory Board, Planning Commission, and BOMA, with public comment at each.**
4. Is the scope to follow exactly what is described on page 77 of the document above ("recommendations – "long term" "short term") or will the scope potentially tweak some once an LA firm is selected and after an initial design kickoff meeting with Town officials?

- a. The selected firm(s) will meet with Staff to discuss the scope and design as it parallels the Parks Master Plan and Sarah Benson Park LPRF Grant Application.
  - b. [SBP LPRF GRANT Application.pdf](#)
5. Will the implementation of this project be phased? Will part of the scope for the LA firm be to produce a phasing plan?
  - a. Phasing will be based on budgetary limits. The first phase will incorporate all requirements of the LPRF Grant and necessary supporting infrastructure. The second phase will incorporate other features as discussed during the design meetings.
6. There is a budget listed on page 116 of the document above. Is this the budget we should use for reference for total scope when developing our design fee schedule?
  - a. Submitted Qualifications shall not include budget information. For the project scope, the budget will be based on the LPRF Grant and general cost estimates obtained by the selected firm(s).
7. There is mention of a grant (or grants plural) potentially for the park. Can you explain more of how that would work? Are the grants already in place? If not, who would be applying and actually writing the grants on the Town's behalf?
  - a. The Town was awarded the 2024 TDEC LPRF Grant. The application is included below.
  - b. [SBP LPRF GRANT Application.pdf](#)
8. I'm assuming we will need to coordinate a full boundary, as-built and topographic survey of the property and that one doesn't already exist?
  - a. Select surveys will be needed for the design and construction of the project. Survey requirements will be during the design meetings.