

# City of Ontario

## Facilities Division

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### REQUEST FOR QUALIFICATIONS

FOR:

ARCHITECTURAL/ENGINEERING SERVICES

ONTARIO AQUATIC CENTER RENOVATION PROJECT

**DUE:** 5:00 PM – June 30, 2009

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June 9, 2009  
444 SW 4<sup>th</sup> Street  
Ontario, OR 97914  
(541) 889-4814

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**City of Ontario**  
**Request For Qualifications For**  
**Architectural/Engineering Services**

**Ontario Aquatic Center Renovation Project**

The City of Ontario is accepting Statements of Interest and Qualifications for the Ontario Aquatic Center Renovation Project.

**Introduction**

This Request for Qualifications is intended to enable the City of Ontario to select an architectural firm for the provision of professional services related to a proposed renovation project at its existing indoor pool facility. The Ontario Aquatic Center is located at 790 SW 3<sup>rd</sup> Avenue in Lions Park.

This project is the outcome of the following independent studies of the facility: 1. 2006 Holladay Engineering Structural Integrity Assessment; 2. 2006 Ballard\*King Operations Audit and; 3. 2008 McKinstry Energy Audit. Findings from these reports have all indicated the building is in a state of disrepair with looming structural issues requiring prompt attention.

**Existing Conditions**

The Ontario Aquatic Center is a 17,000 square foot municipal health and fitness facility that includes a lap pool (134,900 gallons), wading pool (9,425 gallons) and hydrotherapy pool (1,835 gallons). The current poolroom, dressing rooms and lobby were built in 1983 as part of a redevelopment project that got rid of a single outdoor pool and expanded on the existing 2,700 square feet dressing rooms and office building. This older section of the facility, now referred to as the “West Wing”, is comprised of a weight room, aerobics room, storage/mechanical room and Recreation Department office. Building construction includes a concrete deck with CMU walls and a wood roof structure.

With the exception of two dehumidification units installed in 1996, the facility is operated using all original mechanical and lighting systems. Likewise, the vast majority of interior finishes also date back to time of construction, and some of these systems, such as flooring, are badly worn and in need of replacement.

The original tar and gravel roof over the newer portion of the facility was replaced with a modified bitumen roofing system in 2001. Condensation is occurring within the newer roof system and that moisture has led to the delamination of the wood sheathing and the degradation of the structural connections, as well as the compromise of the insulation. Windows throughout the facility have broken seals resulting in diminished energy efficiency.

The method for disinfecting the lap pool water changed in 2007 when sodium hypochlorite was introduced to replace chlorine gas. The temporary installation for dispensing the sodium hypochlorite solution for the duration of the test period is still

being used today. The method employed for treating the wading pool and hydrotherapy pool waters is chlorine tablets.

### **Project Objectives and Scope of Work**

The City of Ontario is seeking a multi-disciplinary team to develop construction documents for the renovation of the Ontario Aquatic Center. The primary objective of this proposed renovation is to remedy structural and mechanical deficiencies related to the current design, notably the poolroom roof and air distribution system. Secondary objectives relate to the overall condition, age and appearance of the building, and aim to update building systems to increase efficiency and improve the image and appeal of the facility. The final scope of the project will be determined by findings related to the current condition of the building and through meetings with the City of Ontario's staff.

The following is a list of goals for the design of the Aquatic Center Renovation Project:

- ❑ Evaluate the current condition of the poolroom roof structure. The goal is to determine how much work is needed, if any, to ensure the soundness of the wood-frame construction prior to replacing the roof system.
- ❑ Address issues with the current construction of the clerestories such as the apparent lack of insulation and vapor barrier inside the wall cavities, that are allowing moisture to penetrate the wall systems and cause damage.
- ❑ Design a roof system suitable for the current poolroom construction. The goal is to have a roof system capable of withstanding a high-humidity environment, with sufficient insulation and a properly placed vapor barrier, to prevent moisture damage to the wood structure that results from condensation.
- ❑ Address deficiencies with the building envelope such as windows and finish coatings.
- ❑ Consider the age of all energy-using systems, such as HVAC and lighting, and incorporate upgrades in the design whenever a piece of equipment is deemed in need of replacement or the latest technology will render a system more efficient and make the switch cost effective.
- ❑ Address interior finishes and specify new products to update the look of the facility and improve its appeal. Consider all types of floor coverings, including epoxy coatings, and include in the design the recommended materials to be used in the facility. Explore how the installation of floor drains in the changing areas of the dressing rooms could impact cleaning practices to potentially save time and money.
- ❑ Permanent onsite sodium hypochlorite producing system with a permanent dispensing configuration that will free up space in the mechanical room.
- ❑ A facility that is as energy efficient as possible with the goal of minimizing Operation & Maintenance (O&M) and life cycle costs.
- ❑ A facility that is ADA compliant and handicapped accessible.

### **Consultant Services**

Consultant work will include, but is not limited to:

- ❑ Review of facility background, history, studies, reports, and drawings
- ❑ Physical inspection of the building

- ❑ Development of recommendations with preliminary cost estimates to be presented to the City of Ontario City Council and/or Budget Committee for budget allocation purposes
- ❑ Development of design and construction documents/specifications
- ❑ Prepare and submit all permit documents for Building Permit
- ❑ Provide Project and Construction Administration

### **Products/Deliverables**

- ❑ Complete bid-ready construction documents for all improvements
- ❑ Complete construction phase documentation
- ❑ Estimates of probable construction cost at each phase of the design
- ❑ Three (3) copies of drawings and a final construction cost estimate to City of Ontario's staff to review after each design phase
- ❑ Post-construction Project Record Documents
- ❑ Electronic files of all drawings and work produced throughout the project

### **Project Budget**

The Ontario Budget Committee has expressed support for a renovation project at the Aquatic Center and has allocated funding for the design phase. The Committee will reconvene to review recommendations and cost projections for the project, and to make a decision regarding funding for the construction phase.

### **Consultant Selection Criteria**

The City of Ontario is seeking an architecture, engineering firm/team with experience in similar scope indoor pool/aquatic center design projects. The selected firm must demonstrate the following:

1. Ability to provide services based on the contemplated scope of work
2. Experience of the firm, individual members, and project team
3. References
4. Examples of relevant projects produced by the firm/team
5. Other information as appropriate

### **Submittals**

Statements of Interest and Qualifications (SOQ) should be no longer than 20 pages and should include:

- ❑ A letter of interest from the prime firm, signed by the principal professional intended to lead the planning and design effort. The letter should indicate the availability of all members of the team to conduct the services within the schedule constraints established by the City of Ontario.
- ❑ Identification of key firms and individuals proposed to make up your planning and design team. Include an explanation of how this team will be organized and managed.
- ❑ Background resumes demonstrating the experience of key professionals making up the proposed team.

- Descriptions of successful design projects of a similar nature completed by your team members, including their locations, and client contact information that the City of Ontario may use as references.
- Explain your firm's abilities and experiences in performing Total Cost of Ownership (TCO) projects using in house resource or third party.
- Describe your firm's experiences in identifying opportunities for taking advantage of energy efficiency incentives and its successes in securing rebate dollars for energy management projects.

Please provide five (5) bound copies and one electronic PDF version of the above information for use by members of our Consultant Selection Committee. Following an evaluation of the SOQs received, the firms considered to be the most qualified may be requested to participate in an interview and final consultant selection process tentatively scheduled for July 22, 2009. The top five (5) consultants emerging from this selection process will be invited to respond to a Request for Proposals for the project. No further action beyond submission of the above information is required at this time.

### **Additional Information**

A limited amount of background information, including a PowerPoint presentation on the condition of the facility and the aforementioned reports, may be obtained electronically by contacting Yorick de Tassigny at 541-889-4814 or [yorick.detassigny@ontariooregon.org](mailto:yorick.detassigny@ontariooregon.org).

Proposals must be received no later than **5:00 p.m. local time, Tuesday, June 30, 2009** and addressed to:

Yorick de Tassigny  
City of Ontario  
Attn: Aquatic Center Renovation RFQ  
444 SW 4<sup>th</sup> Street  
Ontario, OR 97914

Questions about this RFQ should be directed to Yorick de Tassigny at 541-889-4814 or [yorick.detassigny@ontariooregon.org](mailto:yorick.detassigny@ontariooregon.org).