

Agenda

Pre-Proposal Meeting for Design/Build Project of Currituck County Animal Shelter

April 16, 2013 – 2:00 pm at the Currituck Cooperative Extension
conference room

I. County Introductions:

1. Dan Scanlon, County Manager
2. Eric Weatherly, County Engineer
3. Ginger Sikes – Animal Lovers Assistance League, President
4. Gina Maurer – Animal Control Office, Sergeant

II. Schedule

1. April 16, 2013 - Pre-proposal meeting
2. April 23, 2013 – deadline for questions and requests for clarifications
3. April 30, 2013 – final addendum issued by County
4. May 7, 2013 – proposals due
5. 540 days NTP to substantial completion

III. Project description

1. 10,000 sf Animal Shelter/Animal Control facility
2. 22 dog runs / 86 cat cages
3. Location of facility within Currituck Community Park, Barco, NC
4. Building and site to match feel of community park
5. RFP lists primary functions, staff offices and desired program areas
6. Hyman and Robey will provide Civil Engineering services
7. \$2,500,000 project budget
 - a. \$550,000 site
 - b. \$1,750,000 general building
 - c. \$200,000 contingency
 - d. Includes all work, ready for operation
8. Water and Sewer available to site

IV. Proposal Description

1. Technical Proposal

- a. Architectural firm qualifications and experience
- b. Design-builder qualifications and experience
- c. Design-builder and Architect experience together
- d. Technical approach to project
 - i. Scope, building program and quality
 - ii. Floor plan, elevations and other schematic design elements

2. Financial Proposal

- a. Cost proposal for project not to exceed \$2,500,000

3. Forms for project team and cost

4. Design/Build Agreement

V. Concerns to date

1. Dog Kennels

- a. Increase dog kennels to 30 for Shelter and ACO (double sided with guillotine door). Provide 2 additional kennels for temporary holding and 2 additional for receiving.
- b. Within the totals above, 4 are needed for puppies (single sided)
- c. Providing some larger kennels as doubles is acceptable
- d. Configure with 4 feet solid water proof material, 6 feet for isolation and observation areas
- e. Trench drains are not acceptable, prevent flow of wash water from kennel to kennel

2. Cat Cages

- a. In addition to 86 cat cages, provide 3 additional for temporary holding and 3 additional for receiving.

3. Need fenced in play area for dogs

4. To address quality concerns, provide:

- a. Description of building system including:
 - i. Structure
 - ii. Roofing
 - iii. Exterior Wall Finishes
 - iv. Building Insulation
 - v. Windows
 - vi. Doors & Entry Systems
- b. Description of interior finishes

- i. Walls, floors & ceilings in administrative, staff break, storage & public areas
 - ii. Walls, floors & ceilings in kennel areas
 - iii. Walls, floors & ceilings in cat holding/housing areas
 - iv. Walls, floors & ceilings in animal support and treatment areas
- c. Doors & frames/trim
 - i. Cabinetry materials & finishes
 - ii. General administration staff break & work areas
 - iii. Food prep & laundry areas
 - iv. Animal grooming & treatment areas
- d. Description of kennel & cat cage manufacturers & products included
- e. Description of HVAC system with the following requirements:
 - i. Systems shall provide separation of all animal housing areas from public, administrative and support spaces
 - ii. Systems shall provide for separation between cat areas and dog areas
 - iii. Systems shall provide for negative pressurization of all animal housing areas with progressively negative pressure in observation and isolation
 - iv. Systems shall provide for air filtration and, in all animal housing areas, decontamination treatment prior to reintroduction.