

**Request for Qualifications and Proposals
Center for Health & Fitness Architectural Services May-2025**

Questions & Answers

When does the project expect to go to bid for contractors?

The project is expected to go to bid for contractors by the Q4 2025.

What is the expected start date for construction?

The expected start of construction is Q1/Q2 2026.

Has a seismic study been performed for the 510 N. Prospect building?

Yes, the following seismic studies were performed. The District is interested in the fiber wrapping solution to address the seismic findings in its evaluation.

- [510 N. Prospect Seismic Evaluation](#)
- [510 N. Prospect FRP Strengthening Feasibility](#)
- [510 N. Prospect Conceptual Strengthening](#)

What is the budget for the work outlined in the RFQP?

There is not a set budget for the work outlined in the RFQP.

Is there a budget for construction costs?

The estimated rough order of magnitude (ROM) for the Project is approximately \$4 million.

What is the source of funding?

Beach Cities Health District will be funding the project.

Where can I access the RFQP attachments?

RFQP documents can be found on www.bchd.org/rfq.

What is unique about the Center for Fitness?

The Center for Health & Fitness is a uniquely community-driven facility, with an average member age of 66 and a majority enrolled through insurance-based programs such as SilverSneakers. Members know each other, team members know their names, and the center offers a wide range of services including a fitness floor, group classes, yoga, Pilates, personal training, and more.

What is the staffing count for CHF?

3 managers, 3 member services specialists, 7 personal trainers, 20 instructors, 1 massage therapist.

Do you want architects to bid Construction Administration services as part of their proposal package?

Yes, please include Construction Administration services as a separate fee. Services would include participation in weekly and special meetings, review of submittals and site visits as needed.

Do you want architects to provide a ROM cost?

Yes. Architects should provide a Rough Order of Magnitude (ROM) cost for design services. Additionally, they may submit a separate quote for the cost to provide a Construction Cost ROM.

Who will be responsible for all the permitting?

Design team will be responsible for submitting drawings for plan check and permits. Architect will need to take the lead in working with the City to achieve approvals from all relevant City Departments.

Do you want architects to provide a timeline?

Yes, include a workplan for how the Architect expects the design phase to be organized and their timeline for preconstruction phase.

At this stage of the RFQ Should the Architect only submit Proof of Insurance?

Yes, they should be able to show or confirm that they can obtain the insurance requested in the RFQ if they are awarded the job.

Does the project just need approval from the city? What about the county?

City of Redondo Beach only (based our knowledge County would not be involved)

Do you plan to reuse the fitness equipment currently inside of CHF?

Yes, we plan to reuse as much as the equipment and furniture as we can.

Will CHF use the same fitness equipment vendor they use now for the move.

This is undecided. The bidding firm can include it in their proposal but is not required.

Does CHF prefer one of the test fit options over the others?

No. The test fit was a preliminary look to see if the space would fit elements of CHF.

What is expected in the Pre-design Phase?

The Pre-Design phase includes meetings with staff and stakeholders to review design expectations. While some initial test fits and space plans have been explored, the design team is responsible for finalizing space planning and developing a conceptual design to ensure the CHF program can be achieved within the budget before moving into preliminary design and construction documents.

Will architects be able to provide a schedule for and host stakeholder meetings? If so, will the process for those meetings be focused or general, or both?

Yes, the architects will provide a schedule and host stakeholder meetings at BCHD facilities. The process will include both general and focused discussions. While the CHF Member Working Group has already contributed to the draft test fits, the new design team should plan for a one- to two-day visit to tour the existing facility, interview staff and members, and conduct follow-up meetings as needed.

Who are the stakeholders?

Stakeholders include BCHD's publicly elected Board of Directors, staff and members of the Center for Health & Fitness.

Will the new space ever be used for outside events?

The District is considering the space to be used for other uses (i.e., meeting space) that will be explored during the Pre-Design phase.

Will there be an interview process included in the selection of the architect?

Yes. There will be interviews for select bidders June 10-17, 2025. Please review the summary of key dates in 4.1 of the RFQP.

What are the criteria for selecting the architecture firm?

The selection criteria will be based on:

- **Experience & Qualifications**
 - Demonstrated experience with projects similar in type, size complexity and function
 - Overall firm capabilities, technical strength and resources
- **Cost Proposal**
 - Transparency and competitiveness of the proposed fees
 - Cost in relation to services offered
- **Proposal & Timeline**
 - Depth of insight into the project
 - Timeline and phases
 - Professional proposal

Do the attachments include the 510 building plans?

[Exhibit B - Preliminary Test Fit Scenarios-combined.pdf](#)

What year was the 510-building built?

The 510 Building was constructed in two phases: the first wing in 1975 and the second (east) wing in 1978.

What is currently on the 2nd floor of the 510 building?

The 2nd floor is currently vacant. It is expected to have another medical tenant.

Has a parking assessment been conducted?

No parking assessment has been conducted specifically for this project—only for the overall property master plan. Since CHF already operates on this site, no additional parking load is expected. However, parking counts, including ADA spaces, will likely be required as part of the City approval process.

Has the 3rd floor of the 510 building been rated for weight load?

There is no confirmed weight load rating available at this time. Any relevant information would be found in the structural as-built drawings.

Would the fiber wrapping option apply to all floors of the 510 building?

Fiber wrapping option would possibly be done on the 2nd and 3rd floor. The District has a structural engineering firm that can assist in this design if determined to be feasible.

Do any of the old medical offices on the 3rd floor of the 510 building have gasses we need to be aware of?

No tenants use gasses.

Are there environmental studies available for the 510 building?

We are checking with the current building owner.

Are you expecting Fees for completing the TI portion of the project from the A/E team, and a separate hourly rate schedule?

Yes, both are expected: a proposed fee for completing the TI portion of the project, and a separate schedule of hourly rates. However, if the selected firm and BCHD are unable to reach a negotiated agreement on the fee and contract terms, BCHD reserves the right to initiate fee negotiations with the second- and third-ranked firms.

All Structural and other infrastructure upgrades (unidentified scope) to be listed as a separate line item from the tenant improvement of the project schedule and fees?

Yes. All structural improvements will be treated as a separate alternate to the scope throughout the design and bidding process. Currently, there are no anticipated improvements required for the primary building systems (mechanical and electrical).

Will new electrical and mechanical be required for the project?

Yes, but we are hoping to re-use or relocate existing elements as much as possible to minimize cost.

Will new HVAC be required?

Only as needed for new space plan (ducts, diffusers, vents, controls, terminal air units)

Do we need to consider sound localization in our plan?

Some consideration should be given to sound and vibration mitigation, especially for some of the class areas. Below the fitness center, on the 2nd floor are medical office space. In addition, certain rooms in the floor plan may require a level of sound separation from adjacent spaces.

For the fire sprinklers, can we consider a design-build approach with the contractor?

Yes, you may assume a design-build approach. If any fire sprinkler modifications are required, they will be addressed through a deferred approval process by the contractor.

Are CAD files available for the 510 Building?

No, CAD files are not available for the 510 Building. Floor plans are provided on the RFQP page; however, please note that some conditions may have changed over time and may not fully reflect the current layout.

What is the deadline for submitting the RFQP?

The deadline is Monday, June 9, 2025, end of day. Proposals should be sent to:
cristan.mueller@bchd.org

What construction delivery method is expected to be used?

Public Low Bid

Based on Q/A response, it looks like BCHD is targeting bidding to contractors in Q4 2025. Can the building department review happen concurrently with bidding or does BCHD require a permit approval prior to bidding?

Concurrent

Will the City require architect to submit drawings for a Change of Use application?

TBD

What is the BCHD's current anticipated timeline for design including community outreach?

The final timeline for design phase will be coordinated with the winning design firm. The community outreach target date will begin in Q3 2025.

Can it be confirmed that the 3rd floor is currently rated for LL=100 PSF?

Only if this can be interpreted by a structural engineer after review of as-built drawings.

Please confirm that the BCHD acknowledges that the structural work would be a limited voluntary structural upgrade and not a full building upgrade.

Structural engineering firms have provided multiple evaluations of the building and determined that any structural work would be voluntary.

Structural work is to be limited to only the 3rd floor of the building?

Structural upgrades may also take place on the 2nd floor as part of another remodel project. Coordination may take place between the two projects.

Are there As-build MEP drawings for the new location?

Yes, as-built drawings are available. However, please note that up-to-date HVAC as-builts may not be available for all existing tenant spaces.

Will air readings from the existing system at the new location be provided?

No.

Will mechanical load studies be provided for the existing gym location?

No.

Will pneumatic controls be required to be replaced?

Replaces or relocated as needed for new floor layout.

Does BCHD have an IT consultant that they will be using or should one be included on the project team proposal?

BCHD has an IT consultant.

Does BCHD have an Audio/Visual design consultant for this project, or should one be included on the project team proposal?

No. Bidders can include as part of the project team.

Will BCHD be responsible for the security and access control requirements?

Yes, BCHD will be responsible for security and access control for the overall facility. However, the designer should provide recommendations for ingress and egress as part of the design.

Is the roof a suitable location to add HVAC units, as required, for this project?

This would have to be studied but possible for small equipment.

Does the electrical and plumbing infrastructure have sufficient capacity for this scope of work?

It is likely that the existing infrastructure has sufficient capacity, but this will need to be confirmed by the selected engineering team during the design phase.

Are there any known issues with the existing MEP systems?

There are no known issues with the existing MEP systems at this time.

Do the structural as built documents give a max live load for the hollow core planks?

No.

Is the intent of the scope of work to include a vibration analysis for any equipment on the floors that may be vibration sensitive?

This will need to be discussed during early design meetings. BCHD does not anticipate the addition of new HVAC equipment on the third floor. The greater concern is potential noise and vibration from activities such as dance and aerobics impacting the floor below, which will be occupied by a medical tenant.

What type of existing HVAC system is there now?

Variable volume VAV heating and cooling from roof package units.

We are adding a significant amount of high heat producing spaces, high outside air spaces, and multiple classrooms. It seems likely that we'll be modifying (adding to) the existing HVAC system. Is this the expectations of the BCHD?

No change to primary HVAC system is expected but will be addressed as needed during the design phase.

If outside air intakes for ventilation are needed to support the new use of the space, are side wall louvers acceptable? If not, can we go to the roof?

Both options can be studied for best overall option if additional venting is needed.

There are a significant number of specific space uses ranging from weight areas to multiple classrooms. Is the BCHD's expectation that there will be individual cooling zones for each type of space?

There has been no expectation of this, but comfort of the occupants is a high priority. If added cooling and ventilation is determined to be needed for a specific space that can be addressed during the design process.

Does BCHD have a specific type of HVAC system that they'd like to incorporate into this tenant improvement? If not, we can provide options and recommendations for the owner's review.

BCHD would like to re-use the existing system for this floor as best possible and not change the overall building systems.

Will there be any laundering areas? If so, what type of laundering equipment will be used?

No.

Is the existing main electrical service for the building in good condition and has available capacity and space to be re-used for the proposed improvements?

Yes, the primary electrical system is in good condition. While any changes in load due to the proposed program can be addressed if needed, no modifications to the primary electrical equipment or distribution are currently anticipated.

Are there any optional standby generator requirements?

No. Battery powered exit lighting is currently in the building.

Are there any sustainability requirements, such as LEED?

While LEED certification is not required, energy efficiency and sustainability are priorities for BCHD and should be considered in the design.

Is there any desire to provide photovoltaics (PV) or energy storage systems (ESS) to offset electrical energy consumption?

No.

For audio/visual scope – is there anything beyond overhead music/paging and displays that should be included?

Classrooms currently livestream classes.

Should electronic security systems be provided such as video surveillance, intrusion detection and access control?

Infrastructure only if needed. Security system is FF&E.

For telecommunications structured cabling, should we anticipate designing the system such as racks, cabling and to the device.

Infrastructure (minimal) for IT system will need to part of design. Cabling and devices are FF&E.

Will there be a separate budget for FF&E (furniture, fixtures, and equipment), and if so, should the architect include FF&E coordination in the ROM cost?

YES – but much of existing FF&E will be relocated. FF&E (furniture) will need to be coordinated with architect's interior design.

Will the building remain partially occupied during construction? If so, what limitations or constraints will there be on construction activity (noise, working hours, access)?

There will be no tenants occupying the 3rd floor during construction. There may be a tenant on the 2nd floor and there are current tenants on the 1st floor.

The seismic report specifically recommends against using the FRP solution for seismic strengthening, why does BHCD wish to use this approach?

Updated seismic risk analysis recommends adding FRP to existing concrete elements especially if exposed during remodel. This is viewed as a cost-effective way to provide added durability over life of the building. Further studies from Structural Engineer may be needed to determine the scope of voluntary upgrades that enhance the overall building (asset).

An FRP solution will require implementation at all three levels of the building. Is BHCD prepared to take this on, and coordinate work with any existing tenants on the other floors?

Fiber wrapping option would possibly be done on the 2nd and 3rd floor. The District has a structural engineering firm that can assist in this design if determined to be feasible.

It is our understanding that BHCD does not currently own this building, why is the seismic strengthening not the responsibility of the building owner?

The campus is owned by BCHD and the 510 building is currently on a land lease agreement until 2030. BCHD will own the building in 2030.

Can it be confirmed that the 3rd floor is currently rated for LL=100 PSF? a. NOTE: The seismic reports provided do not recommend strengthening with FRP (fiber wrapping). The FRP strengthening does not fully bring the building into compliance with the ASCE 41 standard for a specific performance level. b. ALSO NOTE: The floor slabs are precast planks. These tend to be very light and susceptible to vibration. If using the floor as a gym, the cardio equipment and dropping of heavy weights will likely cause sound and vibration issues which affect the tenants below. We suggest that an acoustic and vibration consultant be considered.

Yes, this specialty consultant should be part of the design team.

Do the structural as built documents give a max live load for the hollow core planks? This is a pre-cast element and modifying the planks will be very difficult if we need to increase the capacities for live loads with the potential floor reclassification to assembly live loads.

Unknown. As-builts have been provided for each team to review. Shop drawings may also be available Structural engineer will need to be part of this team to help determine how new loading impact existing framing.

The seismic evaluations and update letters provide some information for a voluntary seismic upgrade. With this potential change in classification of the floor (fitness use is Assembly Occupancy), the seismic occupancy could be changed to be occupancy category III necessitating the seismic retrofit and upgrades. Has this occupancy change been verified that this will not induce a full code required seismic evaluation and possible retrofit?

No. All structural modifications (if any) as part of this project will be assumed voluntary at this time.

Please Clarify Scope Item 9, fiber wrapping to increase seismic strength. Fiber-Reinforced Polymer (FRP) wraps can be very helpful in mitigating seismic hazards with some structures, but the decision to use them, and the details of their installation, usually are the result of a seismic analysis for the entire building structure. In addition, a comprehensive seismic strengthening package will often combine FRP with other seismic improvements and will most likely involve all floors of the building. Has a seismic study been performed for the 510 N. Prospect building, and if not, should such a study be included as a part of the Scope?

Studies have been performed regarding this, but additional studies may be needed to determine detailed scope of structural upgrades as coordinated with remodel work on this floor.

What is the campus zoned?

The campus is zoned for Public and Institutional – Civic Center Zone.

The last paragraph of Section 2 states "*Consultant will propose their Work Plan, a timeline for deliverables, fee breakdown of hourly rates and recommended hours for all work required to provide BCHD with the described design services including proposed engineers and consultants for this fitness center development ...*" Since this is listed in Section 2 and not Section 3 under Proposal Format and Contents, do these items need to be in the proposal?

Please include a Work Plan, timeline for deliverables, fee breakdown of hourly rates and recommended hours for all work required in the proposal.