

Request for Proposal (RFP)- Lake County Animal Shelter - New Clinic/Expansion Facility

Contract #21-0933C

Building Drawings for New Clinic/Expansion Facility
at the Lake County Animal Shelter
12280 County Road 448, Tavares, FL 32778

Scope of Services

1. Building Drawings: Consultant to provide building drawings and related documents for the following proposed facilities addition:
 - 1.1. 7,500 square foot clinic/expansion steel building including concrete pad and connection to the existing and proposed water/wastewater and electrical utilities by Directional Drilling (open cut not allowed unless inside property green areas).
 - 1.2. Additional fencing to secure the proposed facilities from the public.
 - 1.3. Building shall be provided with gutters, downspouts and splash blocks.
 - 1.4. Consultant to coordinate all building design with civil engineering consultant working with the preparation of site plan.
 - 1.5. All professional services shall be performed in accordance with the requirements of Contract #21-0933C.
 - 1.6. All prices quoted should be in accordance with the hourly rates included under Contract #21-0933C.
 - 1.7. Consultant to provide Proposed Time Frame (Calendar Days) to complete all tasks and cost breakdown for all tasks.
 - 1.8. Supporting Documents: Below are supporting documents that have been added to this RFP. Please be sure to review these documents in detail prior to responding to this RFP:
 - Concept Plan showing the layout of the proposed facilities/improvements.
 - Construction Plans 9-11-2025
 - Sheet C-500 Site & Utility Plan - Revised 1-7-2026
 - Survey 2025
 - Approved Site Plan AR #3747
 - Contract #21-0933C

**Note: Steel building manufacturer: Intellisteel - Stanley Adwell, President/CEO, 469-301-8371, (steel building to be installed by contractor). Footing engineering plans to be provided by the consultant for the building permit.
2. Design and Construction Documents: Provide minimum of 2 concept (alternative) floor plans and make modifications as requested by The Office of Facilities Management. After a final concept plan has been selected, provided a complete set of 30%, 60%, 90% & 100% construction documents, and 90% & 100% cost estimate and specifications to Lake County Office of Facilities Management for review. Attend 4 review meetings with The Office of Facilities Management to discuss comments regarding all construction documents.
3. Plumbing Plan (Water/Sewage): Including but not limited to connection of the proposed expansion building and plumbing fixtures to the existing water/wastewater service, washing machine outlet box including hot/cold water/hammer arrestors and drain connections. Hose bibs to be installed in each flex space room, every 20 feet in the open flex area, and by each exterior door. A decontamination shower is to be installed by entrance door to the open flex area. Consultant to provide, if required by code, a fire suppression system.

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4. **Electrical Design/Power Plan:** The proposal must also include engineering design drawings for the electrical system to supply power to the proposed expansion building and connection to the existing electrical system including but not limited to underground connection by directional drilling (open cut not allowed unless inside green areas) to existing electrical service panels, installation of electrical conduits, conductors, electrical distribution panels, main and circuit breakers, electrical outlets, light switches, and all necessary electrical components to provide power service to the proposed expansion building. Lighting system is required for all interior and exterior areas. All lighting fixtures shall be LED.
5. **Mechanical Design:** The proposal must also include engineering design drawings for the mechanical system including but not limited to a complete HVAC system (all HVAC equipment shall be located on ground level for convenient maintenance access), water heaters and exhaust fans. HVAC to be independent for each flex/isolation room, clinic, hallways, and rooms at front of building. Down-draft air systems needed at each entry to isolation rooms. Must provide electronically signed/sealed Energy Efficiency Load Calculations Cooling and Heating Load Calculations for building permit application.
6. **Structural Design:** Exterior and interior walls including roof shall be all steel framing. Roof Material shall be aluminum, galvalume steel or any other material will not be approved, therefore rejected. Design to include concrete slab and footing to support proposed structure.
7. **Landscaping Plan:** Plans to include A scaled drawing showing the location, quantity, size, and botanical/common names of all proposed plant materials, Including a comprehensive Plant Schedule/Legend. Design shall include the selection of plant materials (trees, shrubs, groundcovers, accents) that are appropriate for the site, climate, and local regulations (e.g., drought-tolerant, native species).
8. **Irrigation Plan:**

The consultant shall provide a complete, efficient, and water-conservative automatic irrigation system design, including but not limited to:

Provide complete landscaping plan to include irrigation for all landscaped areas and connection to the existing water supply. Must include a scaled drawing showing the layout of the proposed system, including:

Main and Lateral Piping: Sizing and routing of all pipes.

Sprinkler Heads/Drip Zones: Location, type, and specifications for all emission devices (rotors, sprays, drip lines) to ensure 100% coverage and efficiency.

Valves: Location and type of control valves, isolation valves, and backflow prevention devices.

Controller/Timer: Specification and location of the central controller and rain sensor, including wiring diagrams.
9. **Building Permit:** Consultant shall provide all necessary documentation for the Building Permit application submittal including but not limited to set of digitally signed/sealed building drawings, Energy Efficiency Load Calculations Cooling and Heating Load Calculations, etc. Proposal to include addressing Building Department review comments until obtaining final building drawings approval. This shall also include any required revisions to the building drawings and related documents.
10. **Bid Process/Construction Documents:** Consultant shall provide written responses to all questions which may arise during the bidding process for the addendum.
11. **Construction Phase:**

Consultant shall review and approve or deny submitted shop drawings, product data and/or samples as required by the Contract Documents.

Consultant shall respond to contractor's request for information (RFI) during construction of facilities.

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12. **Notes:

1. Consultant acknowledges and must provide/comply with all requirements of this Lake County Scope of Services at no additional cost to the County. This Scope of Services must be part of the consultant proposal.
2. Consultant must include in their proposal any other task not included in this Scope of Services deemed necessary to achieve the development of the proposed improvements at the Animal Shelter facility.
3. Consultant design documents to comply with Florida Building Code requirements and other applicable federal and state regulations.