



Request for Proposal (RFP) for Engineering Services

Nelson Sports Complex Pickleball Court Project

Project Overview:

Feather River Recreation & Park District is seeking proposals from qualified engineering firms to provide comprehensive engineering services for the design and construction oversight of a new pickleball court project. The project aims to create state-of-the-art pickleball courts to meet the growing demand in our community.

Project Scope:

The selected engineering firm will be responsible for the following:

1. **Site Assessment and Design:**
 - a. Conduct a thorough site assessment to determine the optimal location for the pickleball courts.
 - b. Develop detailed design plans, including court layout, drainage, and landscaping.
2. **Regulatory Compliance:**
 - a. Ensure that all design and construction activities comply with local, state, and federal regulations.
3. **Construction Oversight:**
 - a. Provide on-site supervision during the construction phase to ensure adherence to design specifications and timelines.
4. **Quality Assurance:**
 - a. Implement a quality assurance program to guarantee the durability and safety of the pickleball courts.
5. **Budget Management:**
 - a. Develop and manage a budget for the entire project, providing regular updates to Feather River Recreation & Park District.
6. **Project Timeline:**
 - a. Develop a realistic and achievable project timeline with milestones for key deliverables.



Proposal Submission

Deadline for Submission

All proposals must be submitted no later than 12:00 PM on 12/21/2023.

Email to: Joev@frpd.com.

Mail to 1875 Feather River Blvd, Oroville, Ca, 95965

Late submissions will not be accepted.

Contact Information

For questions or clarification regarding this RFP, please contact:

Joe Velasquez
Park Supervisor
Joev@frpd.com
(530)531-4241

Proposal Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- Demonstrated experience in similar engineering projects.
- Qualifications and experience of the project team.
- Proposed approach and methodology.
- Project timeline.
- Cost estimate, including all relevant expenses.

Proposal Requirements:

Interested engineering firms are requested to submit the following information:

1. **Company Overview:**
 - a. Provide a brief overview of your firm, including experience with similar projects.
2. **Project Team:**
 - a. Identify key personnel who will be dedicated to this project and their relevant experience.
3. **References:**
 - a. Provide at least three references from clients for whom you have provided similar engineering services.
4. **Approach and Methodology:**
 - a. Describe your proposed approach and methodology for the site assessment,



design, and construction oversight.

5. **Budget Proposal:**

- a. Present a detailed budget proposal outlining all costs associated with the project.

6. **Timeline:**

- a. Provide a detailed project timeline, including key milestones and deadlines.

7. **Insurance and Licensing:**

- a. Provide proof of insurance and licensing as required by local regulations.

Selection Process

FRRPD will review all submitted proposals and may conduct interviews or site visits with selected contractors. The final selection will be based on the evaluation criteria mentioned.

8. Terms and Conditions

FRRPD reserves the right to:

- Reject any or all proposals.
- Accept a proposal in whole or in part.
- Accept anything other than the lowest offer.
- Waive any informalities or irregularities in the proposals received.
- Negotiate terms and conditions with the selected contractor.

Timeline:

- RFP Release Date: 12/11/2023
- Submission Deadline: 12:00 PM on 12/21/2023
- Proposal Evaluation Period: 12/21/23 – 01/02/2024 (Delayed due to holiday break)
- Contract Award Date: 01/03/2024

Confidentiality

All information provided in response to this RFP shall be treated as confidential by FRRPD.

FRRPD looks forward to receiving your proposal and potentially working with a qualified engineering firm on this project. Thank you for your interest.

Sincerely,

Joe Velasquez
Park Supervisor
Feather River Recreation & Park District
(530) 533-2011
Joev@frrpd.com

Nelson Proposed Pickleball Locations

Legend

B

Alternate Location

A

Desired Location

★

Electrical Panel

📍

Nelson Pool

📍

Nelson Softball Complex

