



Request for Proposals

Design-Build of Providence City Skate Park at Zollinger Park

Proposals Due: January 10, 2023 at 5pm (MST)

Deliver Proposals to:

Attn: Ryan Snow
City Manager
Providence City Office
164 Gateway Dr.
Providence, UT 84332

Refer Questions to:

Sheyler Gunnell, Director of Recreation
sgunnell@providence.utah.gov

and / or

Ryan Snow, City Manager
ryansnow2@providence.utah.gov

Written requests for more information received prior to January 3, 2023 at 5pm (MST) will be responded to by the City, posted online at www.providencecity.com. Please do *not* contact the requesting department other than in writing via the email addresses provided above.



REQUEST FOR PROPOSALS
ZOLLENGER PARK SKATE PARK

Must Submit Page Two/Signature Page with Proposal

Company _____

Address _____

City/State/Zip _____

Phone _____ Fax _____

Printed Name _____

Authorized Signature _____

Title _____ Email _____

I. Introduction

The 2020 Providence population is estimated at 8,000. With an average 1.8% growth the estimated 2030 population will reach 9,600. With 40.2% of that population being under the age of 18 and a median household age of 30.7 a skatepark is on the top of Providence City's list of priorities.

Access to nature and parks and recreation has played a vital role for residents in the transition from a small community to a more urban area. Today, the city's system of urban parks, open space, trails, recreation centers, programs, and special events are major contributors to Providence's acclaimed high quality of life.

Today Providence is regarded as a progressive community with a vibrant recreation program. It is known for its high quality of life, physically active community members, and the many premier outdoor destinations that are within a short walk, bike, or quick trip in the car.

Providence City parks and recreation system is a network of diverse recreation opportunities that is a direct result of decades of work, and investment by community members and leaders. The city's parks and recreation system is a major community asset that repays those investments every day. The system enhances Providence by increasing property values, improving neighborhoods, families and community members.

The Providence City Recreation Department seeks to install a skate park located at Zollinger Park (35 North 200 West) in Providence. The skate park would be incorporated into an existing park containing baseball diamonds, soccer fields, tennis courts, and more. Parking, restroom facilities, pathways, and other park amenities are existing and must be incorporated into the overall scope of the skate park.

The city is looking for proposals from a design/build company for the Providence City Skate Park. The proposed skate park must meet the safety standards for current skate park design principles that include flow, traffic patterns, varying skill and ability levels. The design should be predominately concrete with other materials accepted on wear features and non-skate elements. The city is looking for proposals for design and build in response to this Request for Proposals (RFP) from a qualified skateboard park design firm or team for a non-supervised public concrete skate park.

The skate park should be of appropriate size for the Providence community, be aesthetically pleasing, draw and engage local users to a facility that will challenge both beginners and experienced users. The park should provide both street and park elements, obstacles and

terrain. The park should include an integrated mixture of elements including flowing street course elements and bowls.

II. Scope of Services

The city reserves the right to negotiate any and all elements of the proposal. The City has budgeted three hundred thousand dollars (\$300,000.00) for the Providence City Skate Park. Proposals should also encompass park and access improvements.

There will not be a pre-proposal meeting, though firms are strongly encouraged to conduct a site visit prior to submitting a qualifications/proposal package.

The scope of work outlined below is to be used as a general guide and is not intended to be a complete list of all work necessary to complete the project. The following are work tasks assumed necessary to complete this project. Proposing teams may suggest a modified scope as part of their proposal.

- A. Meet with City staff and selection committee of community members to review the scope of the project, establish design standards, become familiar with the existing site and review existing documentation which may be of benefit in the process.
- B. Develop a preliminary and final plan to include conceptual designs and cost estimates for the skate park.
- C. Preparation of construction documents and specifications for site layout, ADA access, grading, structural including any foundations and retaining walls, landscape, lighting, irrigation and drainage.

III. DESIGN CONSIDERATIONS

- The firm shall design a mixed-use public skate park that inherently provides a highly functional street skating environment with bowls.
- The firm should focus on designing a place to provide a unique sense of place with integration of skating features and sustainable development.
- Designs should integrate the park into the adjacent areas, allowing for improved access including ADA access.
- The park must be functional with a focus on the quality of the experience rather than the quantity of obstacles proposed to avoid crowding.
- The final design should provide a concrete skate park with sustainable street style obstacles and different areas to appeal to multiple skill levels.
- Firms should provide a lighting alternative.
- The park must be aesthetically pleasing and function well with existing park features.
- The final skate park design to be recommended by the firm shall be based on input received from the selection committee, and the Contractor's professional experience.

IV. INSTRUCTION TO PROPOSERS

Proposals should be organized using the following format:

1. Signature Page included in this request for proposal.
2. Company Profile.
3. References and Experience -List up to five similar projects, designed by your firm, which have been completed within the past five years. Include: project name, owner, design and construction costs, design completion date, construction completion date, over/under budget %, and summary of work and staff member dedicated to the project.
4. Project Organization- list key personnel who will be assigned to the project and relative experience.
5. Narrative on the project approach. Describe the schedule of events necessary to complete this project. Identify specific assignments of key staff and the time required to complete each step.
6. Describe the public process, client communication and reporting.
7. Identify services which are expected to be provided by Providence City.
8. Identify any guarantee or warranty information.
9. Include a statement that the organization maintains the insurance required in the RFP and has the ability to bond the project.

V. INSURANCE

The Contractor shall provide, at his own expense, Comprehensive Automobile, Builder's Risk, Workers Compensation, and Comprehensive General Liability Insurance on behalf of the Contractor in the performance of this contract with not less than the following limits:

- | | |
|---------------------------------------|---|
| A. Comprehensive Automobile Liability | \$1,000,000 |
| B. Builders Risk | Assumes All Risk for full replacement costs |
| C. Worker's Compensation | \$1,000,000 |

The Contractor shall require subcontractors in the same manner to provide Worker's Compensation Insurance for all the latter's employees in accordance with statutory limits.

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| D. Comprehensive General Liability with minimum combined single limits of \$1,000,000 each occurrence and \$2,000,000 aggregate. |
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Prior to the start of work, a Certificate of Insurance shall be furnished to the City as evidence of the existence of such insurance.

VI. BONDS

Contractor shall be required to furnish performance and payment bonds at least equal to the contract price.

VII. SELECTION PROCESS

The selection process shall involve:

1. Written submittals shall be reviewed, scored and short-listed by a selection committee comprised of city personnel and community members.
2. Short-listed firms shall be invited to participate in oral interviews with the selection committee. Key personnel from the firms who will be directly involved with the project should attend the interview. The selection committee will be interested in knowing the project approach and in meeting individuals who will act as the primary contacts with City staff.
3. The City will negotiate a contract with the highest ranked firm following interviews. Firms will be judged not only on their past experience but also on their ability to address issues critical to the success of the project scope outlined in this RFP document. **Firms are not to submit fee proposals with their initial submittal.**

Submittals will be evaluated in accordance with the following criteria:

1. Demonstrated previous design and construction experience to meet the intent of the stated request for proposal.
2. Key personnel that will be assigned to the project and their experience working together on similar projects.
3. Demonstrated ability to develop a unique facility that meets the community desires.
4. Firm's understanding of the project, approach to successful completion, size of park compared to budget, specialized skills and considerations.
5. Overall proposed time frame for completion.
6. Creative potential/conceptual design.
7. Guarantee or Warranty.
8. Ease and cost of maintenance.

VIII. SCHEDULE

The following is a detailed anticipated schedule of events for this project:

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|--------------------------|---|
| 1. Advertise RFP | December 6, 2022 |
| 2. RFP Deadline Response | January 10, 2023 |
| 3. Review Proposals | January 12, 2023 |
| 4. Interviews | January 17, 2023 (or as deemed necessary) |
| 5. Council Discussion | January 18, 2023 |

6. Contract Negotiation	January 23-24, 2023
7. Firm Selection/Council Approval	January 31, 2023
8. Construction	March 1 - July 1, 2023
9. Opening Celebration	TBD

IX. SUBMITTAL REQUIREMENTS

Five (5) hard copies and one (1) digital copy of each proposal shall be submitted in a sealed envelope marked Providence City Park Skate Park to:

Ryan Snow, City Manager, 164 Gateway Dr. Providence, UT 84332

Proposals will be received until 5:00pm (MST) on January 10, 2023. Late proposals will not be accepted.