

Oregon Park District



REQUEST FOR PROPOSAL

TO DETERMINE ELIGIBILITY FOR PLANNING, DESIGN, AND GRANT ASSISTANCE

Oregon Park District Board of Commissioners is issuing this Request for Proposal (RFP) to solicit submissions from interested agencies that are capable of providing comprehensive planning, design, and grant assistance for consideration in April 2010.

Contents of this RFP include:

- Background
- Project Description
- Project Requirements
- Requirements for RFP
- Submittal Response Requirements
- Contact Information
- Aerial Overview of Project Area
- Master Plan Recommendations for Project Area

BACKGROUND:

The Oregon Park District was established in 1967 “to efficiently, effectively, and equitably provide the highest quality recreation programs, facilities, and park resources in cooperation with all community resources to enhance the quality of life for the District residents and visitors”.

The Oregon Park District currently manages over 140 acres of parkland at ten different park locations in the Oregon area. Outdoor facilities include several baseball/softball diamonds, soccer fields, playgrounds, basketball courts, tennis courts, walking trails, sand volleyball courts, a concert area, two horseshoe courts, and river fishing areas. In addition, several picnic shelters are available for group rentals.

Mission Statement:

“To provide quality services through programs, parks, and facilities to fulfill the needs of the community in a fun, safe, and friendly environment.”

PROJECT DESCRIPTION:

1. The project limits specifically include the areas of Oregon Park West, Hawk Prairie, and Veterans Park.
2. The scope of this project shall include the following elements as specified in the development rendering submitted to the IDNR for funding consideration:
 - a. "In-Park" trail loops
 - b. Water Spray Park utilizing existing Vortex equipment and new equipment.
 - i. Incorporate existing playground and/or develop New Wet and Dry Playground – coordination with Recreation Concepts, and utilizing Game Time equipment.
 - c. New Skate Park Development – Spohn Ranch skate park equipment. To include landscaping and associated elements and utilities if needed.
 - d. 8' wide boardwalk with observation decks located in Hawk Prairie with connections to existing, retirement, senior and developmentally disabled facilities.
 - e. Transform existing drainage ditch as shown into Bio-Swales to include Wetland/Bio-Swale/Wildlife Interpretive Signage and related amenities
 - f. Misc. Park Furnishings & Landscaping.
 - g. Assure that all facilities meet current ADA accessibility standards.

PROJECT REQUIREMENTS:

1. The selected consultant shall provide an appropriate development plan for the above park improvements. Deliverables shall include graphic plan(s) of the proposed development, colored renderings, elevations and other detail drawings, and all other appropriate details and cost estimates required to complete awarded grant from the Illinois Department of Natural Resources **Open Space Land Acquisition and Development** program. Cost estimates are to include the entire scope of the project: architect and design fees, engineering fees, site prep work, grading, excavation, permits, materials, and landscaping. The total cost of improvements to include all design fees, transportation, permits etc. are not to exceed \$819,000.00.

The selected consultant must be able to coordinate all information and work with Oregon Park District staff, the Illinois Department of Natural Resources, the City of Oregon, The Oregon Community Unit School District and Charles Schrader and Associates for proper completion of the awarded grant.

STATEMENT OF QUALIFICATIONS REQUIREMENTS:

1. Provide a brief history of the firm, indicating its experience in this and related types of park planning and design work.
2. Provide professional resumes of the key personnel to be included in the project team, indicating their experience as it relates to this project.

3. Provide a thorough discussion of the team assembled for this project and explain how each team member will contribute to the work required.
4. Provide a list of relevant projects, including information as to the size, scope, and type of project, along with a reference contact for each.
5. Discuss your understanding of the project's scope of work and how you would address each component of the project.
6. Provide your experience with IDNR grant programs and any success you have had with such programs or other similar programs.

SUBMITTAL RESPONSE REQUIREMENTS:

Responses to this request should be submitted to:
Mr. Jim Coutts, Executive Director
Oregon Park District
304 S. 5th Street
P.O. Box 237
Oregon, IL 61061

Responses must be received at the above address no later than
5:00 pm on Thursday, April 1, 2010.

FURTHER INFORMATION:

Questions may be directed to Jim Coutts, Executive Director or Dan Griffin, Business Manager by phoning 815-732-3101 or at the Oregon Park District e-mail address located at www.oregonpark.org. Master plan drawings, aerial photos, and related information about the park development project identified are available at www.oregonpark.org/formsandpublications.htm.

The Oregon Park District Board of Commissioners may request potential candidates to attend a special meeting in order to interview candidate teams prior to selection. A detailed schedule will be determined at a later date.