**Request for Qualifications (RFQ)**

Skate Park Construction for a New Skate Park in

Middleton, Idaho

Date of Issue: August 20, 2015

Statement of Qualifications due: August 31, 2015 5:00 P.M. (MST)

Physical Address: City of Middleton 6 North Dewey Avenue, Middleton, ID 83644

Mailing address: City of Middleton P.O. Box 487, Middleton, ID 83644

Contact: Becky Crofts, [bcrofts@middletoncity.com](mailto:bcrofts@middletoncity.com), 208-585-3133

**Electronic copies of 50% drawings may be requested by e-mailing** [**bcrofts@middletoncity.com**](mailto:bcrofts@middletoncity.com)

**Background**

In conformance with IC 67-2320, the City of Middleton is accepting statement of qualifications from contractors interested in constructing a new skate park located in Middleton Idaho. The skate park will be one of several park amenities to be included in the new undeveloped, 5.5 acre park that is now vacant land.

The 5.5 acre property is currently zoned C-2 (community commercial). There are residential properties across the street to the east; and the Middleton Middle School is located to the south. There is a single family home that is surrounded by the park - this property is not included in the park.

**Anticipated Schedule**

September 1, 2015 SOQ ranking and selection

September 2, 2015 Notice of Award

September 2-4 2015 Review 50% design with city staff

September 15, 2015 Final scope and cost due to city

September 16, 2015 City Council award contract and Notice to Proceed

November 30, 2015 Substantial completion

**Scope of Work**

The City has approved a concept for a 10,000-12,000 square foot, non-supervised, reinforced concrete skatepark that is part of the larger 5.5 acre park. The contractor selected will be required to:

* Review and submit comments on 50% design with City and skatepark designer
* Negotiate scope, cost, schedule and construction site layout
* Traffic control
* Construct skatepark as designed

**Evaluation Criteria**

The following information is required to be included in the Statement of Qualification and will be used to evaluate the submittal:

1. Description of the contractor/company. (15%)
2. Identify by name and title the specific person to be assigned to oversee the management of the project for your company and who will be the primary point of contact. Describe where this person will be located and the tasks for which this person will be responsible. (15%)
3. List three skate parks constructed by your company in the last 8 years. Provide a description of the projects, references for projects; include contact name, phone number, e-mail, agency name, and all other relevant information. (40%)
4. Confirm in writing the contractor’s availability to generally meet the City’s Anticipated Schedule. (30%)
5. Response should be no more than 4 pages total, one (1) copy.

Submittals can be delivered, mailed or submitted electronically to the City contact. Submittals received after 5:00 p.m. (MST) on August 31, 2015 will not be ranked.

**Selected Contractor**

The City will rank submittals based on the Evaluation Criteria. The City will begin negotiating scope and cost with the highest ranking contractor. If unable to negotiate a satisfactory contract or agreement, the City will terminate negotiations and undertake negotiations with the next highest ranked contractor.