

Fircrest Park Backstop Project
Landscape Architectural Design & Construction Administration Service
Project Summary & Interest Information

Project Overview

The City of Fircrest is seeking statements of qualifications from qualified landscape architecture firms and consultants to provide design and construction administration services for the Fircrest Park Backstop Improvement Project.

The project consists of replacing and/or installing new baseball, softball, and T-ball backstops within Fircrest Park. The selected consultant will assist the City with project planning, preparation of construction documents, contractor procurement support, and construction administration services through project completion.

Scope of Work

The selected consultant will provide professional landscape architectural services, including but not limited to:

Task 1 – Site & Equipment Plan Development

- Prepare site and equipment plans for the proposed backstop improvements.
- Develop construction drawings, notes, details, and specifications necessary for bidding and construction.
- Identify locations for new backstop installations within Fircrest Park.
- Assist City staff in selecting backstop equipment and related project elements.
- Identify and document finish surfaces and restoration requirements, including turf repair, infield mix, and other site improvements as necessary.
- Provide construction cost estimating assistance, if requested.
- Support contractor procurement and bidding activities.

Task 2 – Construction Administration Services

- Assist the City during contractor procurement and construction.
- Respond to contractor requests for information (RFIs) and provide design clarification as needed.
- Conduct site visits during construction to verify footing locations, foundation installation, and backstop placement.
- Review contractor work for general conformance with the approved plans and specifications.
- Provide limited construction observation and coordination through project completion.

Desired Qualifications

- Licensed Landscape Architect in the State of Washington.
- Experience designing athletic field improvements, park facilities, and recreational infrastructure projects.
- Experience preparing construction documents and technical specifications for public works projects.
- Experience assisting public agencies with contractor procurement and bidding.
- Demonstrated experience providing construction administration and observation services.

- Ability to complete work on schedule and within budget.
- Familiarity with municipal parks and recreation projects.

Project Considerations & Assumptions

- The project is located within Fircrest Park, Fircrest, Washington.
- The City intends to coordinate closely with the selected consultant throughout project development and implementation.
- Firms should identify key personnel who will be assigned to the project and describe their relevant experience with similar projects.

Submission Information

Interested firms with experience in park and recreation projects are invited to submit a description of their qualifications and experience with similar work, references for comparable projects completed within the last five years, and availability and anticipated project approach.

Contact Information

Consultants interested in learning more about this project or sharing qualifications are encouraged to contact the City for additional information and next steps. Please submit questions or materials to:

City of Fircrest – Parks & Recreation Department

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