



Rio Linda Elverta Recreation and Park District

Request for Proposals for Depot and Gazebo Roof Project

Submission Deadline

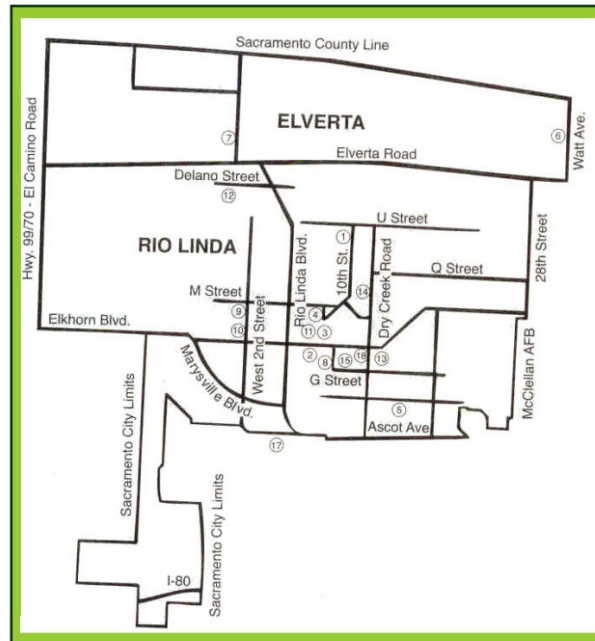
September 27, 2024 - 5:00pm

Rio Linda Community Center
810 Oak Lane
Rio Linda, CA 95673

Table of Contents

Table of Contents	2
About the Rio Linda Elverta Recreation and Park District	3
RFP Introduction	3
Background	4
Selection of Users	4
Submittal Requirements	5
Selection Process	5
District's Rights, Options, and Policies	6
Contact Information	6
Submission Deadline	7
Project Timeline	7

About the Rio Linda Elverta Recreation and Park District



The Rio Linda Elverta community is located on part of the Rancho Del Paso Mexican land grant of 1844. In 1910, a Fruit Land Company of Minneapolis acquired 12,000 acres of the Grant and in 1912 the area was subdivided. Renamed in 1913 to Rio Linda, it was known as 'Dry Creek Station', a flag stop for the Northern Electric Railroad. By 1918 the area was becoming settled and in 1920 poultry farming had proved to be feasible in the area which was advertised throughout several Eastern states during the 1920s. An association was formed in 1942 as the area became well known for its excellent poultry production.

The community enjoys a vast network of community organizations, leaders, and a variety of institutions that support programs and services aimed to improve the quality of life for all residents. Rio Linda Elverta residents also benefit from affordable housing, excellent schools, and a diverse population to support a vibrant community.

RFP Introduction

The Rio Linda Elverta Recreation and Park District (the District) seeks to replace the roof at our Depot Building (6730 Front Street, Rio Linda, CA 95673).

The roof is showing noticeable dry rot and the District is concerned that it may need more extensive repairs due to the dry rot. The existing building was created as a replica of the original train station in Rio Linda. The roof replacement will need to look exactly as it is now. There will be no design changes to the look and aesthetic of the roof.

As well, the District has a small gazebo located in Depot Park that also requires a roof replacement. The District would like to see a similar shingle finish, but the other materials will be left to the contractor. The District desires to have both of these projects completed in the same time frame.

The Rio Linda Elverta Recreation and Park District invites proposals from qualified contractors or roofing companies.

Within this document, specific information regarding the current parks and facilities will be provided (i.e. site description and submittal requirements).

Background

The District has eight (8) parks and four (4) facilities to maintain. The Community Center roof had an overlay applied to it in 2018. The roof at the Depot building was first noticed late last summer and has progressed over the fall and winter. The District would like it addressed prior to becoming an emergency.

The Depot Building was completed in the early 2000's and is a replica of the former Train Depot that was stationed in Rio Linda. This is not a historical building as it was built to resemble the old station. The majority of the work was done by Community volunteers from the Rio Linda Lions Club.

Selection of Users

A review committee will review all proposals received by the Rio Linda Elverta Recreation and Park District. Selected proposals will be invited to interview with the Recreation and Park District. Proposals will be evaluated on the basis of the services provided, the quality of similar work from previous Municipalities and Special District contracts, and their established consumer reputation (references and reviews).

Submittal Requirements

A comprehensive proposal shall be submitted to the Rio Linda Elverta Recreation and Park District for consideration. The comprehensive proposal shall include all of the required elements below.

1. Description of Organization

A cover letter with the name and contact information for the project manager.

2. Experience

Each organization shall provide previous experience including descriptions of related projects.

3. Budget

A proposed budget for the project.

4. References

Each organization should submit no less than three (3) business references to provide a basis of continuity.

Selection Process

District staff will conduct an evaluation based upon the criteria herein. Staff may consult with citizens and outside experts to assist in the evaluation of the proposals. All proposals are subject to the general terms and conditions incorporated into this RFP. Proposals will be evaluated based upon the following criteria:

- Experience of the proposer;
- Completeness of proposal;
- Clarity and completeness of proposers plan to achieve project goals and objectives.

District's Rights, Options, and Policies

The District reserves the right to:

- Reject any and all proposals.
- To reissue a request for proposal.
- Request more information from any or all applicants.
- Waive any immaterial defect or informality.

Contact Information

Questions regarding this RFP should be directed to the following persons:

Mike Heller

General Manager

(916) 991-8110

Fax: (916) 991-2892

E-mail: mheller@rleparks.com

Don Davidson

Parks Supervisor

(916) 704-7372

Fax: (916) 991-2892

E-mail: donaldd@rleparks.com

For further information regarding the Recreation and Park District please visit our website at: www.rleparks.com

Submission Deadline

To be eligible for consideration, a complete RFP submission proposal must be delivered to the Rio Linda Elverta Recreation and Park District by 5:00pm, on Friday, February 9th, 2024. Please submit three (3) copies of your proposal. All proposals shall be sent to:

Rio Linda Elverta Recreation and Park District

810 Oak Lane

Rio Linda, CA 95673

Att'n: Depot Roof

Request for Proposal's Timeline:

August 23, 2024	RFP released
September 27, 2024	Deadline to submit Proposals
October 1-4, 2024	Consultant team interviews and staff recommendation for the Board of Directors
October 16, 2024	Rio Linda Elverta Recreation and Park District Board of Directors vote to approve contract
October 28, 2024*	Project Commencement

- * Project commencement may be negotiated if the October 28th date does not work for either the Contractor or the Park District