**REQUEST FOR QUALIFICATIONS (RFQ)**

**East Sammamish Park – Baseball Field Improvements**

The City of Sammamish is soliciting qualification submittals from firms experienced in athletic field design to provide planning, design, and construction administration services for baseball field improvements at East Sammamish Park. The preliminary scope of work includes improvements to two little league baseball fields, including but not limited to infield synthetic turf conversion; outfield natural grass replacement; infield and outfield drainage improvements; irrigation modifications; and field amenities. The project requires collective experience in landscape architecture and athletic field design. The City highly encourages women and minority owned firms to submit proposals in response to this RFQ.

The Request for Qualifications packet may be obtained by visiting the City’s website under the “Doing Business in Sammamish”, then “Bidding” tab (<https://www.sammamish.us/business/bidding/>).

A non-mandatory, informational site visit will be conducted on Wednesday, August 2, 2023, at 11:00am at the project site located at 21302 NE 16th Street, in the City of Sammamish. Attendance is recommended. The purpose of this meeting is to provide interested firms with any background information which may be helpful in preparing a submittal.

Questions concerning this RFQ must be submitted by Friday, August 4, 2023, at 12:00 pm using the following form: <https://form.jotform.com/sammamish/ESP-RFQ-Questions>.

Answers will be posted on the City's website under the “Doing Business in Sammamish”, then “Bidding” tab under the associated RFQ item by Monday, August 7, 2023. Any oral communications will be considered unofficial and non-binding on the City.

Please submit one pdf of no more than 20 pages. All materials must be received no later than **Wednesday, August 9, 2023, at 3:00 pm**.

Qualification submittals must be submitted electronically at: <https://form.jotform.com/sammamish/ESP-RFQ-Submittal>