

# City of Hailey

Public Works Director/City Engineer  
115 S. Main  
Hailey, ID 83333  
(208) 788-9830 Ext 14

## REQUEST FOR STATEMENT OF QUALIFICATIONS

The City of Hailey is seeking statements of Qualifications from architectural firms or individuals for assistance with the drafting of a Master Plan for the City of Hailey Rodeo Grounds property. The anticipated scope of work for this project is included.

Since May 2008, the City of Hailey has been working with the Sawtooth Rangers and Hailey Ice volunteers, as well as other interested community members, to develop a conceptual plan for the Hailey Rodeo Grounds that would allow the rodeo event to continue and construct a concrete refrigerated rink in the center of the rodeo arena. This cooperative planning effort has been coordinated by the Hailey Parks & Lands Board, a group of volunteers appointed by the Mayor and Council to advocate the recreational interests of the citizens of Hailey.

Through the information gathered and discussed in a series of public meetings, P&L Board has recommended a site layout that accomplishes the community's stated goals; however, the plan now requires a professional design. The Board has been authorized by the City Council to seek a professional that can provide this assistance.

Applicants are expected to provide the following minimum information:

1. Applicants must show substantial firm expertise in design including site design and traffic circulation. Subcontracting for expertise not available within the submitting firm will be considered and should be noted in the application.
2. Applicants must list all team members expected to participate in the project and list individual responsibilities and qualifications.
3. Applicants must provide examples of related work and references.
4. Lead architects or engineers involved with this project must be licensed in the State of Idaho.

Qualified firms or individuals must submit a full statement of qualifications to the office of the City Engineer at 115 S. Main, Hailey, Idaho 83333 no later than 5:00 p.m. on March 31, 2009 to be considered. Please contact Thomas Hellen at 208-788-9830, Ext 14 for additional information concerning this project. The Mayor and City Council will select a

short list at the Council meeting on April 13, 2009 and those firms will be asked to submit proposals for completing the project as outlined by the City of Hailey.

### **PRELIMINARY SCOPE OF WORK**

The Master Plan for the Hailey Rodeo Grounds that incorporates the existing white board wall in a multi-use outdoor arena for the Sawtooth Rangers 4<sup>th</sup> of July Rodeo and the Hailey Ice Rink that would enable other events and uses such as concerts, farmers markets or other community events; expansion to the Hailey Skatepark; public restrooms; visitors information kiosk or center; traffic flow and parking with an improved entrance at Main Street; and, green picnic areas. The Scope of Work is expected to include the following as a minimum:

- Conceptual site plan depicting a multi-use arena and support areas, traffic lanes and parking, landscaping and snow storage areas, pedestrian walkways and plaza areas, and other elements, drawn to scale and in sufficient detail to adequately describe a Rodeo Grounds Master Plan.
- Recommendations to utilize the existing white board wall, either intact as it is now or to be incorporated into a new structure to be used as an outdoor multi-use arena.
- Conceptual elevations showing the multi-use arena.
- Recommended construction phasing plan.