



Introduction: The City of Auburn (“City”) is seeking a qualified firm (“Firm”) to provide layout and design services for the Duck Samford Park Expansion Project. The City is requesting presentation of qualifications for the full design as well as associated coordination and inspection for the facility.

Scope of Work: The City is requesting qualifications for delivery of plans and specifications to develop 21-acres of City-owned property as an expansion to the existing facilities at Duck Samford Park (see Exhibit A for site). The expansion is planned to include, but not necessarily be limited to new baseball fields, practice facilities, restrooms & concessions buildings, parking lots and ingress/egress from adjacent roadways. The project has an anticipated construction budget of \$4,000,000.

Qualifications should reflect the Firm’s ability to carry out the conceptual layout and full design as well as ancillary services typically associated with engineering and architectural design, including but not limited to surveying, geotechnical investigation, hydraulic/stormwater analysis, environmental evaluation and construction cost analysis.

Content of Submission Packet: The successful Firm shall have significant experience in the areas of architecture and engineering that are necessary to complete the project. Particular consideration will be given to Firms that have experience with projects of a similar scale and scope. The successful Firm should exhibit work history with public parks and athletic facilities. Each submittal shall include:

- 1) Firm overview
- 2) Professional qualifications and licensure information
- 3) Resumes and qualifications of key personnel that will be assigned to the project
- 4) Resumes and qualifications of expected sub-consultants, if applicable
- 5) Previous experience on similar projects within the last ten years
 - a. Interested Firms are encouraged to include photos, site plans, renderings, scope descriptions or project narratives, budgets and/or construction costs and any other supporting or beneficial information relating to previous experience or relevant projects.
- 6) Professional references from previous similar projects
- 7) Summary of current workload and schedule
- 8) Any other information helpful in evaluating qualifications

Insurance and Indemnification Requirements: The successful Firm will be required to provide certificates of insurance showing that it carries, or has in force, automobile liability insurance, general liability insurance, and professional liability insurance. If required by law, Firm will carry workers' compensation insurance which shall provide statutory workers' compensation insurance and employers' liability coverage with limits of, at a minimum, \$500,000.00 each accident, \$500,000.00 disease - each employee and \$500,000.00 disease policy limit. Limits of liability for automobile liability insurance shall be, at a minimum, \$1,000,000.00 combined single limit. Limits of liability for general liability insurance shall be, at a minimum, \$1,000,000.00 per occurrence, \$1,000,000.00 personal and advertising injury, \$1,000,000.00 general aggregate and \$1,000,000.00 products/completed operations aggregate. General liability insurance will include coverage for contractually assumed liability. Limits of liability for professional liability insurance shall be, at a minimum, \$1,000,000.00 per occurrence or claim and \$1,000,000.00 aggregate. If general liability insurance and/or professional services insurance is on a claims-made basis, Firm will maintain coverage for two (2) years following the completion of work specified in this agreement at the limits specified in this paragraph. Firm is responsible for the payment of any deductibles or self-insured retentions and for the payment of any medical or disability benefits to employees whose injuries arise out of and in the course of their employment. Firm's insurance shall be primary. If the Firm carries higher coverage limits, the higher limits will apply.

Firm acknowledges that they are an independent contractor and not an employee of the City of Auburn.

The certificate of insurance shall provide the City with thirty (30) days written notice of cancellation of any of the coverage named in said certificate.

The City will be named as additional insured under Firm's general liability insurance and automobile liability insurance policies. Firm shall provide copies of additional insured endorsements.

Firm shall require certificates of insurance from subcontractors. Subcontractors will carry limits of insurance equal to or greater than those carried by Firm. These certificates shall evidence waivers of subrogation in favor of Firm and the City, and shall be made available to the City upon request.

Firm shall indemnify, hold harmless, and defend the City, its officials, representatives, agents, servants, and employees from and against any and all claims, actions, lawsuits, damages, judgments, liability and expense, including attorneys' fees and litigation expenses, in whole or in part arising out of, connected with, or in any way associated with the activities of Firm, its employees, or its subcontractors in connection with the work to be performed under this contract. This obligation survives the payment of any losses by Firm's insurance company.

Any legal action arising from the performance of the design contract must be filed in the Circuit Court of Lee County, Alabama located in Opelika, Alabama or the Federal District Court for the Middle District of Alabama - Eastern Division located in Opelika, Alabama. The contract will be interpreted according to the laws of the State of Alabama.

Selection Process: City officials will develop a short list of Firms who may be asked to present their qualifications for the project. Once a firm is selected, a contract will be negotiated by the City.

Submission Process: The City will accept proposals until 4:00 p.m., local time, Wednesday July 1st, 2026. The City cannot accept facsimiles. Please submit proposal in five (5) copies, mark the outside of the envelope "Qualifications: Design Services for Duck Samford Park Expansion" and mail or deliver package to the following address:

City of Auburn City Hall
Attn: Keith Williams
144 Tichenor Avenue
Auburn, Alabama 36830

If you have any questions please contact Keith Williams, Public Services Executive Director, keith.williams@auburnal.gov or 334.501.7262

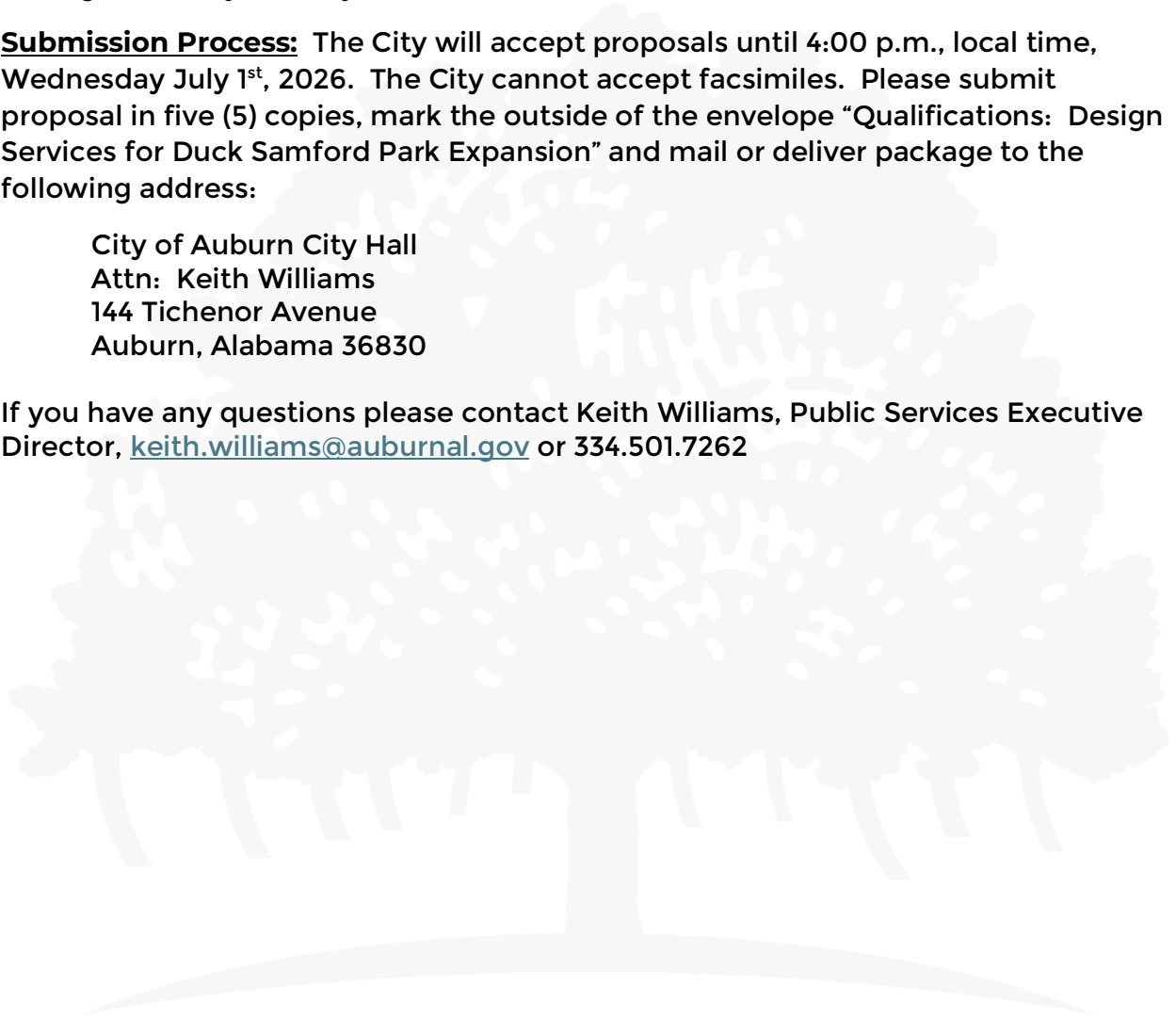
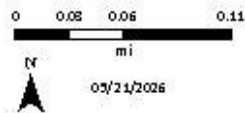


EXHIBIT A

City of Auburn Web GIS



The City of Auburn, Alabama does not guarantee or warrant the accuracy of this map or any information contained herein. Information may come in error and should be verified by a properly qualified, licensed and independent professional.