

A REQUEST FOR PROPOSAL FOR PERSONAL SERVICES CONTRACT

**Dillsboro Community Park Basketball & Pickleball Courts
Dillsboro, Indiana 47018**

This document constitutes a Request for Proposals for Personal Service Contract from qualified individuals and organizations to furnish those services as described herein.

I. PROJECT DESCRIPTION

Construction of a 60' x 94' basketball court and goals, a 65' x 120' pad containing 3 pickleball courts and net system, fencing, concrete sidewalks, drinking fountain with dog station, storm drainage system and associated grading.

(*) Pending final bids, the project may be phased to maximize available funds, details provided in Section IV. Special Instructions below.

II. PROJECT INFORMATION

Project Manager - Derek Walker – Dillsboro Town Manager
Project Location - 9495 Arlington Road – Dillsboro, IN 47018
Contact Information - (812) 432-9002
Project Funding - Local

III. SCOPE OF WORK

The selected Contractor will be required to provide all labor and materials for construction of the project in accordance with the plans titled 'Dillsboro Park Basketball & Pickleball Courts' prepared by Heritage Engineering, LLC and date 06/17/2025.

The selected Contractor will be responsible for installation and maintenance of all erosion protection & sedimentation controls as shown on the plans. This includes maintaining a daily inspection log.

IV. SPECIAL INSTRUCTIONS

BASE BID

Provide a base bid for construction of the Pickleball Court, pickleball court striping, pickleball court fencing, 12" drainage piping, catch basin, headwall, sidewalk, and site restorations / EPSC.

ALTERNATE BID OPTION #1

Provide an alternate bid for 'Option #1' – Basketball Court (includes goals), basketball court striping, fencing between pickleball courts, sidewalks, and associated site restoration / EPSC.

ALTERNATE BID OPTION #2

Provide an alternate bid for 'Option #2' – Water Fountain and Water Line to Fountain.

V. UTILITIES

The selected Contractor will be responsible for determining the location of existing utilities and ensuring protection of utilities throughout the construction process.

VI. PROJECT SCHEDULE

- **Request For Proposal:** 07/10/2025

Construction Plans and specifications can be obtained by contacting:

Derek Walker - Dillsboro Town Manager

Dillsboro Town Hall

13030 Executive Drive

Dillsboro, IN 47018

(812)432-9002

manager@townofdillsboro.com

Plans and Specifications can also be emailed upon request

- **Bid Due Date:** 08/01/2025 at 2:00 PM EST

Deliver To:

Derek Walker - Dillsboro Town Manager

Dillsboro Town Hall

13030 Executive Drive

Dillsboro, IN 47018

(812)432-9002

manager@townofdillsboro.com

- Bid Awarded: October 1, 2025
- Notice to Proceed: November 17, 2025
- Project Completion Date: August 21, 2026

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