NOTICE OF SOLICITATION: REQUEST FOR PROPOSALS FY27-RMP-27REC0
CONSULTING SERVICES FOR COMPREHENSIVE RECREATION MASTER PLAN

Bulloch County Board of Commissioners
Office of Procurement

DATE: 10/27/2026
PROJECT: Consulting Services for Comprehensive Recreation Master Plan
QUESTIONS/RESPONSES: Round 1

NO.	QUESTION	RESPONSE	REMARKS
1	What amount has been allocated in the County's FY2027 budget for the Comprehensive Recreation and Parks Master Plan?	$250,000	Final response.
2	The RFP indicates the project will be funded through Bulloch County's annual budget. Could you provide the estimated project budget or approved funding allocation for these consulting services?	$250,000	Final response.
3	Approximately how many parks, recreation facilities, and other properties are expected to be included in the inventory and condition assessment?	See attachment.	Final response.
4	Could the County provide the approximate number of parks, recreation facilities, athletic fields, and other recreational assets that will require inventory and condition assessments?	See attachment.	Final response.
5	Will existing facility inventories, GIS data, and condition assessment reports be made available to the selected consultant?	Yes.	Final response.

6	Does the County expect detailed physical condition assessments and capital cost estimates for each facility, or a planning-level evaluation of existing conditions and future needs?	Yes.	Final response.
7	Does the County maintain an existing GIS inventory of parks, recreation facilities, trails, and related assets that will be available to the selected consultant?	No, not currently.	Final response.
8	Will the County provide current recreation program participation data, facility usage statistics, staffing information, operating budgets, and maintenance expenditure records?	Yes, these will be made available to the selected Consultant.	Final response.
9	Does the County have a minimum number of public meetings, stakeholder interviews, focus groups, or surveys it expects the consultant to conduct?	The County would like to see a minimum of 3 public meetings; at least 2 surveys and approved consultant will advise on the stakeholder interviews per their need to provide results.	Final response.
10	Would the County consider a combination of in-person and virtual engagement activities to ensure broad community participation?	The County would prefer in-person engagement.	Final response.
11	Will the County assist with meeting logistics, outreach to community organizations, and distribution of public surveys?	Yes, assistance will be provided.	Final response.
12	Does the County expect conceptual facility designs or site-specific development plans, or should recommendations remain at the systemwide master planning level?	Yes, that would be pertinent for future funding requests and land usage and/or acquisition.	Final response.
13	Should the five-year work program include planning-level capital cost estimates, potential funding sources, and recommended implementation responsibilities?	Yes.	Final response.

14	Does the County permit a prime consultant to assemble a multidisciplinary team of subcontracts or subconsultants to fulfill the scope of work?	Yes, however, the list of subconsultants must be provided in the submitted proposal. See Required Form E.	Final response.
15	Additionally, are there specific qualifications, licensing requirements, or minimum past-performance requirements for the prime consultant versus its subconsultants?	No, however, all subconsultants will be held to the same standards as the prime.	Final Response.
16	We noticed differences between the insurance requirements outlined in Section 6.4 of the RFP and those included in the draft Professional Services Agreement. Could the County clarify which insurance limits will apply to the selected consultant, particularly regarding general liability, automobile liability, and professional liability coverage?	The County prefers to establish Insurance requirements with the selected consultant during negotiations. However, the selected consultant should initially be prepared to provide the following minimum Insurance requirements and provide proof of purchase from and maintain with a company or companies authorized to do business in the state of Georgia the following types of insurance: a. Statutorily required workers' compensation insurance. b. General comprehensive liability insurance, **with an endorsement naming the County and its officials, officers, and employees as additional insureds**, and with limits of not less than $1,000,000 per occurrence and $2,000,000 aggregate. c. Auto liability insurance, with an endorsement naming the County as an additional insured, and with limits of not less than $1,000,000 per occurrence and $2,000,000 aggregate. d. Professional malpractice insurance (i.e., errors and omissions insurance) in an amount not less than $1,000,000.00 per claim and $2,000,000 aggregate.	Final Response.

17	Does the County require specific GIS mapping platforms, electronic data formats, or design software for the final master plan?	No, they are not required.	Final Response.
18	Are conceptual park designs, architectural drawings, or engineering-level cost estimates expected, or is the scope limited to planning-level assessments, recommendations, and capital improvement projections?	Yes, they are expected.	Final Response.
19	The RFP states that there are no DBE/WBE participation goals but encourages utilization of DBE firms. Does Bulloch County have any additional small business, veteran-owned business, or local business participation initiatives applicable to this procurement?	No.	Final Response.
20	Will the County consider the combined qualifications and relevant past performance of the proposed prime consultant and its subconsultants when evaluating the Capability and Qualifications criterion?	Yes.	Final Response.

Bulloch County Recreation and Parks

Current (all facilities combined)			
Catogory	Componet Type	Quantity/Count	Notes
Athletics & Courts	Athletic Fields	25	Baseball/Softball fields
	Basketball Courts	8	Number of outdoor courts
	Soccer fields	10	Open field layout converted to meet age groups needed
	Tennis Courts	13	Number of outdoor courts
	Pickleball Courts	13	Number of outdoor courts
	Volleyball Cours	1	Number of outdoor courts
Active Play & Fitness	Playgrounds	6	Located at county facilities
	Fitness Stations	6	Located around walking trail
Trails	Park Trails	3	Combined linear feet = 8,000
	External Trails	1	S&S Greenway Walking Trail
Facilities & Structures	Pavilions	10	Located at 5 complexes and Splash in the Boro Waterpark
	Community Centers	3	Honey Bowen/Brooklet/Jones Loves
	Concessions	11	Located at each complex, Splash in the Boro Waterpark and Ag Arena
	Restrooms	34	Located at each complex, Splash in the Boro,S&S Greenway Walking Trail and Ag Arena
Water Facilities	Aquatic Facilities	2	Splash in the Boro Waterpark and Luetta Moore Pool