



RECREATION AND PARK COMMISSION  
FOR THE PARISH OF EAST BATON ROUGE

**Addendum No. 1**  
**September 15, 2025**

**Solicitation No. 239 – Request for Qualifications**  
**Professional Design Services for a**  
**New Baseball Field Complex at Baker Park**

Submittal Deadline 11:00 a.m. CT on **September 25, 2025**  
Recreation and Park Commission for the Parish of East Baton Rouge  
BREC Planning & Engineering Department

**The following additions/changes are being made to the solicitation:**

- See attached Pre-Submittal Meeting/Call Agenda, Notes, and Sign-in sheet

**QUESTIONS RECEIVED / ANSWERS:**

1. **QUESTION:** Clarification on Page 8 of the RFQ regarding “***Architectural firms are to be the prime, and are limited to one submittal, whether alone, or as a joint venture. If a prime firm submits more than one (1) application for this project, all Qualification Statements of such firm will be rejected. This does not limit specialty Architectural firms from entering into non-exclusive non-prime agreements as a consultant to more than one Submittal Respondent...***” Often times, RFQ’s will interchangeably utilize the terms Architectural/Engineering firms (A/E) for the projects. I am just clarifying that I can submit an RFQ as a licensed Engineering Firm without being a sub to an Architectural Firm, which is not required for this type of project, as Professionally Stamped Engineered Plans are the standard for this type of municipal park project.
  - a. **ANSWER:** Engineering firms are accepted as the prime. The term Architectural firm should be interpreted as Architectural/Engineering (A/E).
2. **Question:** We were hoping you could define the scope a bit more on this one as it relates to the MEP engineering involved?
  - a. **ANSWER:** The MEP needs for this project will involve all utilities for ball field lights, parking & pedestrian lighting, and restroom and concessions facilities.
3. **Question:** How much MEP engineering do you think might be involved?
  - a. **ANSWER:** The MEP needs for this project will involve all utilities for ball field lights, parking & pedestrian lighting, and restroom and concessions facilities.

This addendum is hereby officially made a part of the referenced solicitation and should be attached to the submitter’s proposal or otherwise acknowledged therein.



RECREATION AND PARK COMMISSION  
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If you have already submitted your proposal and this addendum causes you to revise your original submittal, please indicate changes herein and return to Purchasing prior to submittal opening in an envelope marked with the file number, bid opening date and time. If this addendum does not cause you to revise your submittal, please acknowledge receipt of the addendum by signing your name and company below and returning it in accordance with the provisions above.

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**(Name and Signature)**

**Date**

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**(Company Name)**

**RFQ 239 – Request for Qualifications  
Professional Services for a  
New Baseball Field Complex at Baker Park**



Mandatory Pre-Proposal Meeting and Conference Call  
September 4, 2025 1:00 P.M. (CT)

**AGENDA:**

**HOUSEKEEPING ITEMS:**

- Send email today to Dedra Fountain, [dedra.fountain@brec.org](mailto:dedra.fountain@brec.org) to **identify attendance on conference call** as well as those attending in person and include any questions that you may have asked during the conference call so that they can be responded to in an Addenda.
- Send all **inquiries** via email to [dedra.fountain@brec.org](mailto:dedra.fountain@brec.org)
- **RFQ Schedule Review:**

<b><i>Baker Park Ball Fields RFQ Schedule of Events</i></b>	<b><i>Dates</i></b>
<b>0. Issue/Advertisement Dates</b>	<b>Aug. 25, 2025 &amp; Sept. 1, 2025</b>
1. Pre-submittal conference call (mandatory)	September 4, 2025; 1:00 P.M. CT.
2. Deadline for Respondents to send written inquiries	September 11, 2025; 11:00 A.M CT.
3. Deadline for BREC to answer written inquiries via addenda	September 16, 2025; 11:00 A.M CT.
<b>4. Submittal Deadline</b>	<b>September 25, 2025; 11:00 A.M CT.</b>
5. Committee Review period	September 25, 2025 – October 2, 2025
6. Committee Selection & Notification	October 3, 2025
7. Selection notification	October 6, 2025 – October 10, 2025
<b>8. Commission approval</b>	<b>October 23, 2025</b>

- **Project Goals and Objectives Review:**
  - Provide high-quality, regulation-compliant fields capable of hosting high school competitive games and community events.
  - Support daily practice and game needs, balancing tournament readiness with local league usage.
  - Enhance safety, accessibility, and circulation, including ADA-compliant sidewalks and vehicular access.
  - Offer durable, low-maintenance infrastructure, promoting long-lasting value and efficient operation.
  - Amplify community engagement, educational opportunities, and economic activity through

increased tournament draw.

- Align with BREC's broader strategic vision, evolving recreation and youth sports infrastructure equitably throughout the parish.

**QUESTIONS & ANSWERS / CLARIFICATIONS:**

Q: Question if the prime could also be an engineer firm?

A: Yes, professional engineering firms can also be a prime.

Q: Question about the budget for the project?

A: The budget for this project is currently \$4 million.

Q: For the project, are we wanting to use turf or regular grass?

A: Right now, the preference is for synthetic turf.

Q: Question about the vision of this project?

A: The vision is conveyed in the RFQ with the goal for this project to be a youth tournament ball complex. It is a small facility with only two fields, but the intention is for this facility to be for overflow use and also youth development for new leagues introducing the sport of baseball into the City of Baker community.