



REQUEST FOR STATEMENTS OF QUALIFICATIONS (RFSQ) No. 25-049

DATE: November 04, 2025

Project Title: Lions Pump Track Design-Build Construction

The Regional District of Nanaimo invites qualified and experienced firms to submit Statements of Qualifications to design, supply and install a new pump track for bikes in Lions Community Park, located at 3480 Lioness Boulevard, Qualicum Beach, BC.

A. Intent

This Request for Statements of Qualifications (RFSQ) is issued to determine the most qualified and experienced service provider that can meet the Regional District of Nanaimo's requirements, expectations, and timeline.

The Regional District of Nanaimo will review submissions received in response to this RFSQ and enter discussions with the top-ranked Respondent to negotiate the terms, scope, timeline, and cost based on the actual scope of work required (the Work). Should these negotiations fail to result in a contract for the Work, the Regional District of Nanaimo may then elect to negotiate with the next highest ranked service provider and so on until an agreement is reached or the process cancelled.

In any event, the Regional District of Nanaimo shall not be bound to enter a contract with any Respondent to this RFSQ and, at its sole discretion, may elect to collapse this process.

B. Background

The approved Master Plan for Lions Community Park outlines a series of upgrades to enhance recreational opportunities for the community. As part of this master plan, a pump track was identified as one of the top priorities. The pump track will complement the newly constructed bike jump area by providing a more accessible biking option for users of all ages and skill levels. These improvements build on other recent additions to the park, including a new playground, washrooms, ball field amenities and enhanced storage.

C. Contemplated Scope of Work and Timeline

This project includes the design, supply and installation of a new pump track for bikes adjacent to the existing bike jumps, storage barn and playground.

1. Pump Track Design

The pump track is to be designed to accommodate users of various skill levels and should include:

- A loop or circuit to allow continuous riding
- Beginner-friendly layout with:
 - Smooth rollers
 - Wide berms
 - Gentle gradients
- Clear entry/exit points to manage flow
- Space for viewing and gathering, including locations for benches or other seating
- Drainage considerations to divert water from the bike park and prevent pooling in any low areas
- Gravel pathway connection to the existing pathway
- If space allows, multiple lines or features for skill progression

2. Design Deliverables

The design process will include two submissions with opportunity for RDN staff to provide comments and revisions at each stage.

- Conceptual Design plan– submittal to include drawing of proposed bike park, with photos or sketches to show types of features and design intent;
- Layout drawing with labelled features, example construction details and material specifications. submittal to include revisions based on RDN comments.

3. Construction Materials

- The construction of the pump track to utilize all existing fill currently placed on site (approximate 120 tons) and add if necessary.
- Pump tracks surfacing material must meet the following requirements:
 - Well-graded
 - minimum 6" to 8" cap of Lussier BMX blend
 - Natural feel and appearance
- Successful proponent to provide surface material sample for approval by the RDN prior to material import and placement
- All areas disturbed by construction to be restored with min. 100mm topsoil and hydroseed

4. Construction Deliverables

The pump track will be constructed in accordance with the approved design.

5. Project Budget

The RDN has a budget of \$35,000 + GST for this project, including all fees and expenses required to design and construct the bike park

D. Statement of Qualifications and Evaluation

The statement of qualifications should be no longer than five (5) single sided pages in length (not including cover page, cover letter and appendices). Please include the following:

1. Company Profile

- Provide business name and location;
- Describe the project team's qualifications and experience with similar work, and areas of expertise;
- Describe two or three recent comparable projects from the past 7 years and provide project budget and photos of the completed project if available.

2. Sustainability and Equity

- Provide a comprehensive summary of the systems, policies, and practices your firm uses to minimize waste from production by-products, manage and reduce energy consumption, identify and address project challenges or constraints, and suggest innovative strategies to add value and improve overall project outcomes.
- Provide a statement of your firm's approach to advancing equity and in corporate operations and service provisions, including any certifications in this regard.

E. Submission Date & Time

Statements of Qualifications should be received on or before 3:00:00 p.m. local time on the **28 day of November, 2025**. The RDN at its sole discretion, reserves the right to accept late submissions.

F. Questions and Submissions

Questions should be directed to:

Riccardo Tavella, Parks Planner
rtavella@rdn.bc.ca

Submission Method:

By Email: In PDF format with "25-049 Lions Pump Track Design-Build Construction" as the subject line at this electronic address:

rtavella@rdn.bc.ca

Please note: Maximum email file size limit is 20MB, or less. The RDN will not be liable for any technological delays of submissions. Submissions received in any other manner will not be accepted.

G. Additional Information

Please see attached for the following:

Appendix 1: Lions Bike Park Location

Proponent's Information Meeting:

There will be a non-mandatory site meeting on November 12, 2025 at 10:00 a.m., meeting at the Lions Park, 3480 Lioness Boulevard, Qualicum Beach, B.C.

If the RDN determines that additional information is required, the RDN will post an Addendum on the RDN (www.rdn.bc.ca/current-bid-opportunities) and the new BC Bid (www.bcbid.gov.bc.ca/) websites. It is the sole responsibility of interested vendors to check for additional information prior to submitting their response.



SITE PLAN



PUMP TRACKS PROPOSED LOCATION