REQUEST FOR PROPOSAL

JOHNSON COUNTY PARK & RECREATION DISTRICT **Planning & Development Department** **JCPRD Administrative Offices** **7904 Renner Road** **Shawnee Mission, KS 66219**	**Request NO: PRK-2016-0317-01** **DATE: Mar. 10, 2016** **JCPRD REPRESENTATIVE:** **Cliff Middleton** **JOB TITLE: Planning & Development Manager** **Office PHONE: 913-826-3425** **FAX: 913-492-7275** **EMAIL: Cliff.Middleton@jocogov.org**
RETURN RFP NO LATER THAN: **OPENING DATE: Mar. 17, 2016** **OPENING TIME: 4:00 PM**	**RETURN RFP TO:** **JCPRD Planning & Development Dept.** **ATTN: Cliff Middleton** **JCPRD Administrative Offices** **7904 Renner Road** **Shawnee Mission, KS 66219**

DESCRIPTIONS:

Meadowbrook Park Design Services for Phase 1 Park Improvements

To respond to this RFP this cover sheet and the appropriate forms should be completed and submitted. The Johnson County Park and Recreation District is requesting one (1) original clearly marked as such, and one (1) electronic copy on digital media such as a CD or Flash device to be returned in response to this RFP. Limit the number of electronic files to one complete (PDF) when returning the information. JCPRD's preference is to have the information in one file. Segregating each form into a new file is not preferred.

How did you hear about this RFP solicitation?
___Onvia: DemandStar ___Public Purchase ___IonWave ___Drexel ___Newspaper ___County Website
Other:_____

INVOICE DISCOUNT TERMS
Is a discount offered for prompt payment of invoices? YES___NO___. If yes, please complete information below.

VENDOR TERMS: _____ % DISCOUNT PERIOD _____ DAYS NET _____ DAYS

MUST BE SIGNED TO BE VALID

COMPANY:	DATE:
MAILING ADDRESS:	PHONE:
CITY: STATE: ZIP: E-MAIL:	
SSN OR FEDERAL TAX NO: TITLE OF AUTHORIZED REPRESENTATIVE:	
AUTHORIZED SIGNATURE:	PRINTED NAME: DATE:

Full Copies of this RFP and addendums are posted by the Johnson County, KS – Purchasing Division on the following web services:

Onvia DemandStar

Public Purchase

Or you can contact Cliff.Middleton@jocogov.org