

Subject: Pickleball Courts Construction Process

Related Department(s): Parks

FY 2023 – FY 2032 Proposed CIP

CIP Work Session

7/13/2022

The following information is provided in response to a request made by Ms. Cristol; at the work session on 07/08/2022, regarding the following question:

Please provide the process and timeline for construction of the pickleball courts.

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Walter Reed Pickleball Courts – Anticipated Timeline

It is estimated that this project will take approximately 17-22 months overall to complete, from public engagement, design, permitting, contracting, and through to construction, from winter 2023 through approximately late summer 2024.

November 2022

Bond Referendum: The process to build pickleball courts at Walter Reed will begin with the bond referendum.

Winter 2023

Engagement: Based on the County’s Six-Step Guide to Engagement for Capital Projects, DPR will create a process that will likely include three public engagements which will take approximately 3 to 4 months. This will include:

- **Initial feedback opportunity:** The first engagement involves getting feedback from all stake holders that includes questions about usage, court layout, court amenities, other surrounding amenities, etc.
- **Draft Concept Designs:** The second engagement will enable the community to provide feedback on one or two draft concept designs.
- **Final concept:** The final engagement is when DPR will share the final concept with the community. From that concept, staff will move into the next stage of the project that involves the development of construction drawings and other tasks that enable construction to take place. (see below)
- **Stakeholders:** The County’s goal is to have the broadest outreach possible to get feedback. Stakeholders will include pickleball players, Walter Reed center users, Walter Reed Park neighbors, and the community at-large.

- **Staff work:** In order to have a successful engagement process, staff needs to develop the engagement materials and carefully work through all the feedback from each opportunity. This work requires a significant number of staff hours and staff will need to balance this work with other projects and priorities they are also assigned.

Spring 2023 through summer 2023/fall 2023

Development of Construction Drawings and Permitting: Once a concept design is achieved, the design, permitting and bidding process will take approximately 8 to 10 months to complete. This includes:

- **Construction Drawings:** Landscape architects and engineers work to develop construction drawings that enable permitting and bidding of the work to contractors.
- **Permits:** There are several County permits that must be obtained in order to proceed with construction. These potentially include land disturbance, electrical, plumbing, and structural permits, among others.
- **Construction Contractor Bidding:** The process to select a construction contractor for a project of this size must follow procurement policies as set forth in the Virginia Public Procurement Act. This includes, but is not limited to, preparation of formal bid documents; a period of public notice; opportunity for questions and answers from prospective bidders, including a pre-bid conference and site visit if necessary; issuing addendums; evaluating bids received; negotiating contract terms and conditions; and finalizing the contract award.
- **County Board Contractor Approval:** The County Board will have to approve the award of the construction contract to the lowest cost responsive bidder.

Fall 2023 through summer 2024:

Construction: Construction will likely take 6 to 8 months once a contract is in place. This timeline is dependent on weather and availability of materials.

Pickleball Courts Striping– Anticipated Timeline

Based on the available funding and court condition assessment, DPR anticipate that in calendar year 2023, the County will be able to restripe 4-6 tennis courts to create 8-12 multi-use courts that include pickleball courts.

Fall 2022

- **Condition Assessment:** Staff will conduct site analysis to determine condition of courts identified as top candidates for conversion to pickleball based on the criteria established through the outdoor court engagement. This assessment will determine which courts will need restriping only and which courts will need repairing of cracks, resurfacing and restriping, which is a larger project. The

number of courts DPR is able to stripe will be based on this assessment as the cost to repair cracks, resurface and restripe is higher than just restriping.

- **Bond Referendum:** The funding for the CIP is voted as part of the bond referendum in November 2022.

Winter 2023

Engagement: Based on the County's Six-Step Guide to Engagement for Capital Projects, DPR will use Communicate and Consult level of engagement to keep the community and stakeholders informed about which courts are selected to be restriped as multi-use courts that include pickleball based on the condition assessment conducted in the fall 2022.

- **Stakeholders:** Stakeholders will include tennis and pickleball players, appropriate civic associations, and the community at-large.

Spring 2023

- **Construction Contractor:** DPR anticipates using one of the County's on-call contractors for resurfacing and restriping of courts.
- **Court Resurfacing and Restriping:** Depending on the current condition of courts, the courts may need to be resurfaced prior to restriping, this would include cleaning of the existing surface, filling cracks, resurfacing, curing of that surface and painting new lines. Based on the court conditions and weather, the resurfacing and restriping of each court will likely take 2-4 weeks once a contract is in place. If only restriping is needed, this would typically take up to a week to complete. It is important to note that restriping and some other improvements can only occur in warmer weather conditions, and not advisable during winter months.