

REQUEST FOR PROPOSALS (RFP) TO DESIGN, PROCURE AND INSTALL PLAYGROUND EQUIPMENT AND FALL ZONE MATERIAL AT CHARLES BLACK CITY PARK

The City of Morgantown (City) is requesting proposals to design, provide and install playground equipment and fall zone material in connection with Charles Black City Park. The City will select one supplier to provide equipment and materials for the park as outlined in this request.

SCOPE OF PROJECT

This project consists of the design, procurement and installation of a playground system including fall zone material at Charles Black City Park located at 227 Helm Lane, Morgantown, KY 42261. Work is to include the design of a play system within the constructed play area boundaries, as well as the installation of commercial grade playground equipment, equipment footings, landing mats, and fall zone material. The funding source for this project will be the General Fund of the City of Morgantown. All equipment will be assembled and installed by the Supplier.

Playground Suppliers shall provide a maximum of (2) two designs for each Supplier represented for the park playground.

The City of Morgantown requires Suppliers to design a play system that meets or exceeds all current federal CPSC, ASTM, IPEMA standards and ADA requirements. The proposals shall include the costs of delivered play systems as designed, inclusive of the equipment structures, components, hardware, detailed technical installation instructions and maintenance & operations manuals from manufacturer.

Questions concerning the bid should be directed to:

Jerrold Barks
City of Morgantown
117 N Main St/PO Box 397
Morgantown, KY 42261
270-526-3557
j.barks@morgantownky.gov

The City of Morgantown shall be exempt for any liability for costs incurred by unsuccessful Suppliers in preparation of the proposals.

DESIGN ELEMENT GUIDELINES & PLAY SYSTEM SPECIFICATIONS

Suppliers should base their playground equipment designs on meeting all accessibility and safety standards as well as the guidelines & specifications listed in this RFP. Quality of equipment components, quality of design, play value, cost, and appropriateness to location and target demographic must be taken into consideration in the design of the play system.

The total dollar amount allocated to the project is \$300,000.00.

Required Items:

1. All play system elements must meet and/or exceed all federal, CPSC, ASTM & IPEMA guidelines.
2. Play system must include landing pads for all equipment as appropriate.
3. Fall Zone material must NOT consist of loose rubber and/or wood fibers.
4. Play systems(s) must be inclusive of people with different ability levels

Play System Features in Priority Order:

1. Provide a minimum of one structure designed for ages 2 to 5.
2. Provide a minimum of one structure designed for ages 5 to 12.
3. Provide at minimum one swing set which shall have minimum 2 swings for toddlers and minimum one handicap accessible swing.

Preferred Play System Qualities:

1. All play system elements must demonstrate the highest level of durability in materials and finishes selected in consideration of child health and safety.
2. Structures and elements should be unique to the Morgantown area.
3. Structures should provide a variety of built-in activity panels and climbers.

In the proposal, provide a list of the components proposed for the Charles Black City Park system. Include structure and component model numbers, materials, color choices and recommendations, protective area requirements, target age ranges and developmental levels, target play type or activity, estimated lifetime of equipment including manufacturers warrantee and any other relevant descriptive information.

Play system design shall safely fit in the playground area as shown on the site plans (Attachment A). Suppliers are encouraged to be creative in their designs and to maximize the role of unstructured play in their proposals. Suppliers may submit proposals from non-traditional type playground structures, if desired, in whole or as components of the overall playground.

ASSEMBLY/INSTALLATION AND INSPECTION

The play system assembly and installation will be provided and managed by the Supplier. The Supplier must supply direct supervision from manufacturer or supply qualified and certified representative familiar with playground installation. All tools and equipment required to install play equipment shall be provided by the Supplier. The Supplier will be given a time limit of beginning work on March 1, 2022 and ending May 31, 2022. Working days will begin as outlined in the Notice to Proceed.

It is the requirement of this RFP that Suppliers shall provide and pay for equipment installation.

A representative of the Supplier is required to conduct a post installation inspection of equipment upon completion to insure the proper installation of the equipment. If not properly installed, modifications must be submitted in writing to the City and remedied immediately. Co-inspection with the Supplier's representative of assembly and installation work will be conducted by the City following installation. The Supplier shall submit to the City the manufacturer's certification of compliance and warranty following completion.

Warranty: Upon completion of installation, the Supplier must provide documentation attesting the equipment has been installed meeting all specifications thereby warranted by manufacturer. Additionally, it is the Supplier's responsibility to provide to the City the manufacturer's warranty of installed equipment.

COMPLIANCE

All equipment must meet and/or exceed all federal, CPSC, ASTM & IPEMA guidelines. Documentation of compliance must be provided to the City with the Supplier's proposal.

All equipment must comply with Americans with Disabilities Act (ADA). The designs submitted by the Supplier must incorporate either a transfer platform or ramp in each design when necessary.

The Supplier must provide an original Certificate of Product Liability Insurance with City named as certificate holder for a minimum of \$1,000,000 coverage.

PROPOSAL SUBMITTAL AND CONTENT

Sealed proposals must be submitted to Morgantown City Hall Office by 2:00 pm CT, August 20, 2021 and must be addressed as follows:

Playground Proposal
Attn: Jerrod Barks
117 N Main St
Morgantown, KY 42261

Proposals must include complete drawings for each design, specifications, and pictures for each component in designs and colors available. Proposals must include a bid price for each design presented. Bids must list the cost of the equipment, fall zone material and labor separately. The City is tax exempt and a member of Sourcewell, price modifications (if applicable) should be listed on the proposal. The City reserves the right to reject any and all proposals with or without cause, and to accept proposals which it considers most favorable.

All delivery, assembly, installation, and supervision costs must be included in the proposal. Payment for equipment and materials will be sent within thirty (30) days after delivery and assembly/installation and invoicing of the play system.

All proposal amounts shall be guaranteed for not less than sixty (60) days after the proposal submittal deadline date.

The successful Supplier shall furnish approved Performance and Payment Bonds, each in the amount of one hundred percent (100%) of the bid amount. Workmen's Compensation, Comprehensive General Liability, and Transportation insurance and insurance certificates shall be provided by the successful Supplier.

No proposal may be withdrawn within a period of sixty (60) days after the bid opening date. Prices shall include delivery f.o.b., freight paid by the bidder to the jobsite.

The Supplier must submit Two (2) hard copies and one (1) electronic copy of the proposal to the address listed above. All Proposals must comply with the specifications and guidelines provided in this document.

The City of Morgantown reserves the right to negotiate an agreement based on fair and reasonable compensation for the scope of work and services proposed, as well as the right to reject any and all responses deemed unqualified, unsatisfactory or inappropriate at the sole discretion of the City of Morgantown.

An interview may be requested to aid in the selection of a Supplier.

The award will be made to the qualified Supplier whose proposal is deemed most advantageous to the City, all factors considered. Unsuccessful Suppliers will be notified in writing.

Any questions regarding specifications must be filed in written form with the City Administrator prior to 4:00 p.m. August 11, 2021 at j.barks@morgantownky.gov.