

**Maple Street Park Playground Project
Essex Junction Recreation & Parks (EJRP)
75 Maple Street, Essex Junction, VT 05452**

Summary of project:

Essex Junction Recreation & Parks (EJRP) is seeking to replace a cable net / spider web structure that was damaged at Maple Street Park, with a structure that is large (tall and/or wide), unique, and makes a statement at our park. We are seeking a cable net/space net/rope play structure(s) and components, which may include towers, spheres, domes, climbers, etc., that are appropriate for 5-12-year-olds. Bids shall include site prep, freight, and installation. Playground borders and wood chips are separate and should not be included in the pricing. The maximum budget is \$150,000. Installation as soon as possible is preferred.

Introduction:

Essex Junction Recreation & Parks (EJRP) is seeking proposals for the design and replacement of a portion of the Maple Street Park playground.

Name of proposal:

Maple Street Park Playground Project

Deadline for proposal submittal:

Friday, May 10, 2024 by 2 PM EST

Submit sealed proposal to:

Essex Junction Recreation & Parks
Attn: Maple Street Park Playground Project
75 Maple Street
Essex Junction, VT 05452

Bids will be opened:

Monday, May 13, at 10:00a.m.
at 75 Maple Street, Essex Junction, VT 05452

Project award process:

- Proposals will be reviewed by a committee of no less than 3 and no more than 7 persons.
- Playground committee will determine best proposal based on design, projected timeline for completion, and pricing.
- Committee will reject any proposal that exceeds the allotted budget for the project.

Pricing:

- Project has a budget of up to \$150,000 total.
- Site prep shall be included in proposal pricing.
- All associated vendor costs, i.e., freight, handling etc., shall be included in proposal pricing.
- Installation of equipment shall be included in proposal pricing.
- Installation shall include the time to install playground borders, however, the borders themselves will be purchased separately from this RFP and should not be included in the project price.

Scope of services:

- The structure(s) should be large (tall or wide or both), unique, and make a statement – in terms of its appeal and presence in the park.
- The structure(s) should be cable net/space net/rope play type.
- The playground will need to fit within a 48' X 35' area, inclusive of playground borders and a 6' fall zone, which leaves 36' X 23' for the structure(s). There could be some flexibility with this overall dimension if needed (i.e. proposals that are close will be considered).
- The playground is to be recommended for children ages 5-12.

- Playground should consist of one or two (connected) primary, large structure(s).
- Additions and extension components are welcome so long as they do not detract from the overall size and scope of the primary structure(s) and do not include any slides. Bridges, tunnels, climbing walls, monkey bars, ladders, hammocks, etc., are welcomed but not required. If these additions are included, bidders are welcome to provide a list of other recommended or possible components and accompany pricing to demonstrate what is available.
- Final price is to include all equipment delivered to site, site prep and installation of all aspects of the completed playground. Please note, installation should include the time to install playground borders, however, the borders themselves will be purchased separate from this RFP.
- Playground layout and equipment must meet ASTM Standards and CPSC guidelines for public playgrounds.
- Bidders may submit multiple options of different structures for consideration within the same application. Each option should have its own price, photos, technical drawings, and timeline.

Timeline:

- Installation as soon as possible is preferred. Work may begin as soon as the bid is approved. Upon commencement of the installation, work must be completed within 30 days. While sooner is better, the busiest time of the year for the park is June 17- August 21. A conversation will be had with the selected vendor to determine the soonest, and best time for installation to occur, in terms of providing a safe installation experience and keeping as much of the rest of the park open for patrons as possible. While a sooner date may be possible for install, it may be deemed prudent to wait until the fall.

Site visits:

Site visits are not required, but if a site visit is desired, please arrange one by May 1, with:
 Mark Brislin, Assistant Director
mbrislin@ejrp.org
 802-878-1375

References:

Please provide a list of three commercial references in New England where you have recently completed a playground design, delivery, and installation. Please provide examples of projects with project photos, summaries, or other explanations.

Insurance:

All companies providing the installation will provide the adequate insurance coverage upon request, before the start of the playground installation.

Safety:

All parties involved shall exercise the utmost care when working in the public park. All parties involved shall be responsible for and indemnify and hold the City harmless from all damage to the facility that may occur during the project. Any damage that may occur shall be reported to the recreation department immediately and remedied by the contractor.

Sub-Contractors:

If the organization submitting a proposal must outsource or contract any work to meet the requirements contained herein, this must be clearly stated in the proposal. Additionally, all costs included in proposals must be all-inclusive to include any outsourced or contracted work. Any proposals which call for outsourcing or contracting work must include a name and description of the organization being contracted.

Incomplete information: Failure to complete or provide any of the information requested in this RFP, including references, and/or additional information as indicated, may result in disqualification.

Vendor selection:

EJRP may make the final vendor selection based on the bid proposal, but then work with the selected vendor on final structure and/or components selection, as well as working to define the installation period.

Right to reject:

The Essex Junction City Council reserves the right at their sole discretion to reject any and all bids, wholly or in part, to waive any informalities or any irregularities therein, to accept any bid even though it may not be the lowest bid, to call for rebids, to negotiate with any bidder, and to make an award which in its sole and absolute judgment will best serve the City's interest. The Council reserves the right to investigate the financial condition of any bidder to determine his or her ability to assure service throughout the term of the contract. The City may cancel this bid request in whole or in part when rejection is in the best interest of the City. Notice of cancellation shall be sent to all vendors solicited.

**Maple Street Park Playground Project
Bid Proposal Submission Form**

Please fill out the Bid Proposal Submission Form below.

If you are submitting multiple proposals, please ensure that each one has technical drawings with measurements, pictures, a proposed price, and timeline. You may reuse the middle portion of this form for the pricing or attach other sheets.

Contact Name _____

Address: _____

Telephone () _____ Fax () _____

E-mail _____ Web _____

Employer ID Number _____ or Social Security Number _____

Circle one: Corporation or Partnership Individual

Total Price of Proposed Project (inclusive of all aspects): _____

Breakdown of Pricing Proposal (feel free to include/create on a separate sheet, but please keep these categories):

Site Prep:	_____
Freight/Shipping:	_____
Playground Structures/Components:	_____
Installation:	_____
Other:	_____

- Please provide a technical drawing that includes measurements of all components.
- Please include 3 pictures of actual playground. One from each side.
- Please include 3 commercial references, their contact information, and project examples.
- Please include a project timeline.

Signature of Authorized Representative _____

Print Name _____

Title _____

Date _____

Sub-Contractors (if applicable):

Contact Name _____

Address: _____

Telephone () _____ Fax () _____

E-mail _____ Web _____

Employer ID Number _____ or Social Security Number _____

Circle one: Corporation or Partnership Individual

Contact Name _____

Address: _____

Telephone () _____ Fax () _____

E-mail _____ Web _____

Employer ID Number _____ or Social Security Number _____

Circle one: Corporation or Partnership Individual

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