



Request for Proposal (RFP)  
Iron Horse Playground and Safety Surface

Centerville-Washington Park District  
221 N. Main St.  
Centerville, OH 45459

April 11, 2017

937.433.5155



[www.cwpd.org](http://www.cwpd.org)



[mail@cwpd.org](mailto:mail@cwpd.org)



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Centerville, Ohio 45459





### Summary and Project Description:

Iron Horse Park is one of fifty parks maintained by the Centerville-Washington Park District. It is located at 6161 Millshire Drive within the City of Centerville. The total acreage of the park is 31.833 acres.

The Centerville-Washington Park District (CWPD) is issuing an RFP to develop a design for the Iron Horse Playground. The purpose of the project is to replace an outdated playground with a new accessible playground. The following design elements should be met: A unitary safety surface that promotes inclusive play and meets accessibility and impact standards; Include a swing set (with a minimum of two bays); And a main composite play structure. The Park District will be using a corporate purchasing partner for this project. Please provide information on the specific purchasing partner you plan on using for this project.

The Park District will choose two finalists from the proposals received. The two finalists will be brought in and given an opportunity to provide a presentation to select Park District Staff. The company with the selected proposal will work with the Park District to develop plans and specifications for an accessible and challenging playground design.

### Project Scope

- Remove and dispose of existing playground equipment
- Site preparation for unitary surface installation
- Drainage under and around playground
- Hardscape border around the playground
- Installation of the new playground equipment
- HIC and G-Max testing after installation and yearly through warranty period
- Total Project Budget - \$165,000

### RFP and Project Schedule

The Iron Horse Playground Project is operating with the following timeline:

- Proposals for services must be received by May 15, 2017
- Proposals will be evaluated from May 15 – May 19, 2017
- Plans should be developed by June, 2017, project will be awarded at the June 12<sup>th</sup> board meeting
- Site Improvement to begin: July, 2017
- Site Improvement completion date: September, 2017

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### Proposal Services

- Site evaluation
- Drainage, surfacing, hardscape and playground plans
- Public meeting presentation (if needed)

### Proposal Submittal

Proposals should provide the following:

- Description of previous experience with comparable projects (minimum of three)
- Timeline for completion
- A list of key personnel who would be involved with this project, their previous project experience and qualifications. This information should include any sub-contractors
- Total project cost with a line item cost breakdown of all playground features
- All applicable warranties for each proposed playground component
- Three references

### Evaluation

The following criteria will be used to evaluate proposals:

- a. Proposal suitability: proposal must include all requirements stated
- b. Creativity of playground design – the Park District’s goal is to update each community park with a unique and challenging playground
- c. Experience and expertise on similar projects
- d. Timeline and schedule
- e. Cost of the proposed service

### Centerville-Washington Park District Obligations and Rights:

Response to the RFP is entirely voluntary. This RFP does not and shall not commit the Centerville-Washington Park District or any of its agents to enter into any agreement, to pay any costs incurred in the preparation of any response to this RFP, or to procure or contract for any services or supplies. The Centerville-Washington Park District reserves the right to accept or reject any or all responses to this RFP, to enter into contractual agreement with any individual or company submitting a response to the RFP, or to delay and/or cancel in part or in its entirety this RFP if it is in the best interest of the Centerville-Washington Park District, in its sole opinion, to do so.

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The Centerville-Washington Park District may reject responses that do not meet the requirements of the RFP in any respect.

The Park District reserves the right to expand or reduce the work subject to negotiating with the successful contract.

The Park District reserves the right to choose a company from the proposals or to further interview companies after proposals are submitted.

The Park District reserves the right to ask for additional information after proposals are received.

Any exceptions or qualifications to this RFP must be included in your proposal at the time you submit it to the Park District.

**Additional Information**

Additional information about the Centerville-Washington Park District can be found on our website, [www.cwpd.org](http://www.cwpd.org). If you have any questions regarding this proposal, please contact me at 937-433-5155 or email [ggeorge@cwpd.org](mailto:ggeorge@cwpd.org). Proposals may be submitted by mail or emailed by the required deadline.

Sincerely,

Grant George, CPRP  
Facilities Supervisor  
221 N. Main St  
Centerville, OH 45459

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