



January 22, 2018

Request For Proposals (RFP)

Summary and Project Description:

The Centerville-Washington Park District (CWPD) is issuing an RFP to develop a design for the Forest Field Playground and Nature Play area. The purpose of the project is to replace an outdated playground with a new accessible playground and Nature Play area. The following design elements should be met: A unitary safety surface for the playground that promotes inclusive play and meets accessibility and impact standards; Include a swing set (with a minimum of two bays); Main composite play structure; And a functionally linked nature play area. The nature play area does not require a unitary surface. Engineered wood fiber will be used for safety surfacing in that area. The Park District may seek community involvement for this project. Please provide information on past experiences with community involvement on similar projects. The Park District will be using a cooperative purchasing partner for this project. Please provide information on the specific purchasing partner you plan on using for this project.

Forest Field Park is one of fifty parks maintained by the Centerville-Washington Park District. It is located at 2100 E. Centerville Station Rd. within the City of Centerville. The total acreage of the park is 44.274 acres.

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 Park District Staff. The company with the selected proposal will work with the Park District staff to develop plans and specifications for an accessible and challenging playground and nature play design.

Project Scope

- Remove and dispose of existing playground equipment
- Include a hardscape border around the playground
- Provide site evaluation and design to include: drainage, surfacing, hardscape, playground and nature play plans
- Attend public meeting to provide information on design and equipment
- Complete "Turn Key" installation of a new playground and nature play attraction
- HIC and G-Max testing after installation and yearly through warranty period
- Total Project Budget - \$270,000

937.433.5155



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Centerville, Ohio 45459





RFP and Project Schedule

- RFP must be received by Friday, February 9, 2018
- RFPs will be evaluated from February 12 – February 16, 2018
- Design development by March, 2018. The Park Board will approve the project funding at the March 12th board meeting
- Project start: April, 2018
- Project completion: May, 2018

Proposal Submittal

Proposals should include the following:

- Description of previous experience with comparable projects (minimum of three)
- Timeline for completion
- Key personnel who would be involved with this project, their previous project experience and qualifications. This information should include any sub-contractors
- Project estimate with a line item cost breakdown of all playground features
- Warranty information for each proposed playground and nature play component
- Three references

Evaluation

The following criteria will be used to evaluate proposals:

- a. Proposal suitability: proposal must include all requirements stated above
- 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 knowledge of product and scope
- d. Ability to meet the established timeline and schedule
- e. Cost estimate based on the details and scope found above

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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.

Additional Information

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

Sincerely,

Grant George, CPRP
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