

# **Request for Proposal**

Jarrell Memorial Park

**City of Jarrell**  
**October 8, 2021**

# Playground Equipment Design and Installation

Planning and Development  
City of Jarrell  
161 Town Center Blvd.  
Jarrell, Texas 76537  
Attn: Jordan Moyer

## 01 BACKGROUND

## 02 SCOPE OF WORK

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### Background

The City of Jarrell is requesting proposals from qualified playground equipment manufacturers and/or vendors to design, provide, and install playground equipment at the existing Jarrell Memorial Park. In general, the City is looking for a unique playground that engages families while also encouraging physical activity. All equipment must meet the requirements of the Americans with Disabilities Act (ADA), and utilize International Playground Equipment Manufacturers Association (IPEMA) certified equipment that meets or exceeds all federal and state guidelines while conforming to the playground-related technical standards set by the American Society of Testing Materials International (ASTM) and the U.S. Consumer Products Safety Commission.

The City has existing playground equipment that will need to be removed as part of the proposal. Demolition, removal of existing equipment, removal of existing surfacing and installation of ADA compliant entrances, surfacing, ramps, and new equipment should be included in the proposals. The City reserves the right to award multiple vendors.

### Scope of Work

Selected Vendor(s) will be responsible for the design, demolition, disposal, and installation of the play equipment at the Jarrell Memorial Park Located at 1651 County Road 305, Jarrell, Texas 76537.

Basic Requirements:

- At the location listed as Area 1 in attachment A, the City is requesting two playgrounds be designed, one for ages 2-5 and one for ages 5-12.
- At the location listed as Area 2 in attachment A, the City is requesting a walking trail with fitness equipment stations throughout the trail.
- Play structures and amenities must be age appropriate with proper signage.
- Bids must include the costs of the play systems equipment, resilient surfacing, delivery charges, any discounts, and cost of supervised installation. Also required are detailed technical installation instructions and maintenance and operations manuals from the manufacturer.

## Scope of Work-Continued

- The budget for both projects is \$170,000.00. Any bid more than \$170,000.00 will be automatically rejected.
- All products shall bear the certificate seal of IPEMA and shall meet or exceed ADA Accessibility Guidelines for Play Areas.
- All equipment and surfacing shall conform to current playground-related ASTM and CPSC technical standards including, but not limited to:
  - ASTM F1487 (Playground Equipment)
  - ASTM F1292 & ASTM F3313 (Impact Attenuation of Playground Surfaces)
  - CPSC Publication 325: Public Playground Safety Handbook
  - All play system elements must demonstrate the highest level of durability in materials and finishes selected in consideration of child health and safety.

Vendors and their contractor(s) must be prepared to comply with all state, federal, and local requirements for play structure equipment. Vendors are responsible for verifying site conditions. No allowances will be made if a vendor fails to adequately examine the location before submitting a proposal. All equipment shall be installed by a factory trained and certified installer.

Following installation, a full and through audit of all newly installed equipment will be performed by an independent Certified Playground Safety Inspector (CPSI) hired by the City. Vendor(s) will be required to address and resolve any identified deficiencies within five (5) days of notification of the deficiency from a City Representative.

## Mandatory Pre-Bid Meeting

A mandatory pre-bid meeting will be held for all interested vendors. The meeting will be held on October 29<sup>th</sup>, 2021 at 10 A.M. at the City of Jarrell City Hall. We ask that all questions are held until the meeting. We will respond to all questions both in person and in writing.

## Proposal Submittal and Content

Proposals must be submitted to the City of Jarrell by 4:00 PM CST, November 22, 2021, and must be addressed as follows:

The City of Jarrell,  
ATTN: Executive Assistant  
161 Town Center Blvd.,  
Jarrell, Texas 76537

Vendor must provide five hard copies of the proposal to the address listed above. Failure to include any of the following described material or the correct number of copies is ground for rejection of the proposal.

# **Proposal Submittal and Content-Continued**

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 demolition, equipment, fall zone material and labor separately. The City reserves the right to reject all proposals with or without cause, and to accept proposals which it considers most favorable.

All demolition, delivery, assembly, installation, and supervision costs must be included in the proposal. Payment for equipment and materials will be sent within sixty (60) 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.

All proposals must include equipment and installation warranty.

## **Evaluation and Selection Process**

Proposals will be evaluated by a selection committee based on the following criteria:

### Criteria Points

1. ADA, ASTM, IPEMA & CPSC compliance Yes/No
2. Proposal addresses design guidelines and specifications 0-25
3. Quality of design, play value and target demographic 0-20
4. Quality and durability of equipment 0-20
5. Uniqueness of equipment and "Green" materials/construction 0-15
6. Reputation and reliability of manufacturer 0-10
7. Overall quality of Proposal 0-10

Maximum Points: 100

The City may request an interview to aid in the selection of a Supplier. The award will be granted to the vendor whose proposal is deemed most advantageous to the City by November 24<sup>th</sup>, 2021 at 7 P.M. all factors considered. Those not awarded will received written notification as soon as possible.



CR 305

DOUBLE CREEK DR



Area 2

Area 1

