

# Vinton Parks & Recreation Department

## Request for Quotations (RFQ)

Project: Sidewalks and Concrete Pads – Kiwanis Park

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### Submission Requirements

**Due Date:** May 1st at 12:00 PM (Noon)

**Submit To:**

Scott Wirth, CPRP, CPO

Director of Parks & Recreation

701 East A Street

Vinton, IA 52349

Phone: (319) 472-4164

Email: [swirth@vintonia.gov](mailto:swirth@vintonia.gov)

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### Scope of Work

Construction of concrete sidewalks and concrete pads at Kiwanis Park to improve accessibility and connectivity within the park.

#### Sidewalk Specifications

- Standard **5-foot width** concrete sidewalks
- Must meet **ADA accessibility requirements**, including slope, cross-slope, and surface standards

Contractors shall quote the following sidewalk sections **separately**:

- **Section 1:** Main walkway – 50 linear feet
- **Section 2:** Sidewalk to fitness equipment – 20 linear feet
- **Section 3:** Sidewalk to Gaga Ball Pit – 20 linear feet
- **Section 4:** Sidewalk to shelter – 30 linear feet

#### Concrete Pad Specifications

- Must meet **ADA accessibility requirements**

Contractors shall quote the following pads **separately**:

- **Pad A:** Gaga Ball Pit – 20' x 20' (400 sq. ft.)
- **Pad B:** Fitness Equipment Area – 30' x 30' (900 sq. ft.)

#### Work Includes

- Excavation and site preparation
- Proper base preparation and compaction
- Reinforcement installation
- Pour and finish **4-inch thick concrete sidewalks** (5-foot width)
- Pour and finish **4-inch thick concrete pads**
- Proper curing and finishing
- Site cleanup and restoration

#### Fitness Equipment Area – Special Requirement:

- Level the area for fitness equipment prior to installation
- Return after equipment installation to pour the concrete pad around set-in-place pieces

All work shall comply with ADA accessibility requirements.

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## Project Timeline

- **Start Date:** No later than May 20th, 2026
- **Completion Date:** On or before July 1, 2026

Project timelines may be adjusted due to weather conditions or events beyond the contractor's control, subject to City approval.

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## Required Documentation

- **Quotation Form:** Must use City-provided form (included)
  - **Insurance Certificates:** Required upon contract award
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## Important Notes

### Tax Exemption

The City of Vinton is exempt from Iowa sales tax. **Do not include sales tax** in quotations. Sales tax exemption certificates will be provided. Government discounts may be applied.

### Site Visit

Site visits are **recommended** prior to submitting a quotation.

To schedule a visit, contact Scott Wirth or Brian Elwick at (319) 472-4164.

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## Payment Terms

Payment will be made **100% within 30 days** of final acceptance of the completed work.

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## Evaluation Criteria

Quotations will be evaluated based on:

- Cost of work
  - Proposed work schedule
  - Ability to perform work in a timely manner
  - Contractor qualifications and experience
  - Satisfactory references
  - Responsiveness to RFQ requirements
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## Legal and Compliance

This project is anticipated to fall below the competitive bidding threshold established in Iowa Code Chapter 26 and is therefore being solicited through a competitive quotation process.

The City of Vinton reserves the right to reject any or all quotations, to waive informalities or irregularities in any quotation received, and to accept the quotation deemed to be in the best interest of the City. Submission of a quotation does not obligate the City to award a contract or to pay any costs incurred in preparation of the quotation.

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# Quotation Form

**Project:** Vinton Parks & Recreation – Kiwanis Park Sidewalks & Concrete Pads

**Due Date:** May 1<sup>st</sup>, 2026 at 12:00 PM (Noon)

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## Sidewalk Sections

Section	Approx. Length	Cost
Main Walkway	50 linear feet	\$ _____
Sidewalk to Fitness Equipment	20 linear feet	\$ _____
Sidewalk to Gaga Ball Pit	20 linear feet	\$ _____
Sidewalk to Shelter	30 linear feet	\$ _____

**Sidewalk Subtotal:** \$ \_\_\_\_\_

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## Concrete Pads

Pad	Size	Cost
Gaga Ball Pit	20' x 20' (400 sq. ft.)	\$ _____
Fitness Equipment Area	30' x 30' (900 sq. ft.)	\$ _____

**Concrete Pads Subtotal:** \$ \_\_\_\_\_

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**Total Project Cost:**

\$ \_\_\_\_\_

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## Company Information

**Company:** \_\_\_\_\_

**Submitted By:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Cell:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

Attach additional quotation sheets if needed for additional detail or to explain substitutions.