

BID FORM – Briar Hill Park Playground

Oldham County Fiscal Court

Attn: Melissa Horn, County Treasurer

100 West Jefferson Street, Suite 4

LaGrange, Kentucky 40031

Vendor: _____

Address: _____

City, State, Zip: _____ Phone Number: _____

Email: _____

Total "Not to Exceed" Bid Price: \$ _____

(Signature / Title)

(Date)

Requirements for Bidding (these requirements become part of the contract for successful bidder):

- To be considered for this request, the office of the County Treasurer must receive a complete bid package using this form by **12:00 p.m., Friday, September 11, 2020.**
- Any questions relating to the project should be addressed to Gary Parsons, Parks Director prior to the deadline for bid submission. (502) 225-0655 or gparsons@OldhamCountyKy.gov.
- Bids should be submitted in a sealed envelope with the company name, street address, bid due date and project name: **"Briar Hill Park Playground"** clearly marked. Bids should be delivered to Melissa Horn, County Treasurer, Oldham County Fiscal Court, 100 W. Jefferson Street, Suite 4, LaGrange, KY 40031.
- Change Orders must be used and approved in advance if any price difference is incurred.
- All bids must be signed.
- Successful bidders must be in good standing with the Kentucky Secretary of State, the Kentucky Revenue Cabinet and must not be debarred or excluded from federal work.
- Bids will be opened on **September 15, 2020, 2:00 p.m.** during the regularly scheduled public Fiscal Court meeting.
- Proposals, once submitted, may not be withdrawn for a period of sixty (60) calendar days.
- The proposer must submit three (3) hardcopies and one (1) electronic version in PDF format on a flash drive CD of their proposal for evaluation purposes. Also must submit at least two (2) color renderings of not less than 11x17 in size of the playground layout for advertising purposes.
- Signature of this proposal by the proposer constitutes acceptance by the proposer of terms, conditions and requirements set forth herein.
- Submitting a proposal in no way obligates the Park to compensate contractor of any costs associated with development of such proposal.

*Oldham County Fiscal Court reserves the right to waive any irregularities and/or reject any or all bids based on predetermined criteria of: past performance, cost, comprehensiveness of bid proposal, etc.

Company Qualifications:

Proposing companies shall have experience in commercial playground projects, have an office or representative and construction crew within 100 miles of LaGrange, KY and have been in business for at least 5 years.

Project Outline / Vision:

A modern intergenerational playground to replace aging equipment that has been in place for over 10 years at Briar Hill Park. A playground designed for all children, no matter age or ability, can play on and enjoy. Playground should be designed in such a way that adults can enjoy the playground with their children and be within eyesight. Key elements include: active, interactive, unique, accessible, challenging, included, for all ages and abilities, independent play, playing together, and safety at the forefront.

Project Requirements:

The proposal shall include all necessary work for a turn-key project, including design, procurement, and installation of the scope of work concept outlined below. This includes, but is not limited to:

- Structural design and stamped drawings / cut sheets meeting all ASTM's and CPSC and ADA for public playgrounds.
- Full design, specs, drawings, layout and renderings of playground elements, play pieces, and coverall design.
- Any required permits, reviews by state and other authorities having jurisdiction.
- General assembly and construction.
- Oldham County Parks expectation is to not have change orders, unless there are exceptional circumstances clearly beyond the company's control. Oldham County Parks can remove/add components of project if needed due to cost or other unforeseen circumstances and playground should be designed to do so.
- Company is responsible for verifying existing field conditions. The area is accessible during normal business hours and during non-business hours can be accessible by appointment. Area is known for a considerable amount of rock in the soil.
- Playground shall meet current Consumer Product Safety Commission (CPSC) safety guidelines and any other applicable guidelines and/or regulations.
- Direct supervision of the design and construction shall be provided by the professional playground company. The proposer shall carry professional liability insurance.
- Conduct an in-progress design review meeting with the owner at the half-way point of the design period to gain confirmation of design and construction approach.
- Coordination with the Oldham County Parks staff regarding scheduling. The site superintendent is responsible to notify the Director of Parks of any shutdowns, road closures or other potential interruptions with 48 hours notice.
- Conduct a pre-construction meeting at least one week before significant on-site work begins. Conduct construction meetings during on-site work.
- Develop and maintain a safety plan in accordance with the firm's safety policies and OSHA and industry standards. Provide signage, barriers, and other precautions appropriate to protect the public.
- Clean the area of work to a reasonable extent during the project and to "as found" condition after the completion of work. Protect other areas of Briar Hill Park from construction debris, vehicles and equipment.
- If applicable, all work shall be accomplished in accordance with applicable Federal, State, and Local Codes and restrictions. This contractor is responsible for securing and paying any fees associated with the required inspection of this work. Copies of all approved inspections shall be presented to the park.
- Drawings of major equipment and materials in electronic PDF version shall be submitted to the park prior to release of equipment of installation. Oldham County Parks shall provide a courtesy review only of the drawings. It is the responsibility of this contractor to verify the ability of all pieces of equipment to fit into the desired space.

- Two (2) bound copies and one (1) electronic CD of “Care and Maintenance Manuals” shall be provided by this contractor to Oldham County Parks upon completion of the work. These manuals shall include but not limited to the following:
 - Approved drawings for all equipment and components.
 - Manufacturer’s care and maintenance information for all equipment, individual components and surfacing.
 - As-built drawings depicting the actual installation of the equipment along with applicable foundation information. These drawings shall include reference equipment where applicable even if not affected in the course of the work.
 - Proper safety information for all equipment.
 - Parts and labor warranty on all major equipment items. This warranty is to include the manufacturer’s warranty along with a performance warranty by this contractor, if any.
 - Phone numbers for access to the contractor and manufacturer during the warranty period.

Site Preparation:

Oldham County Park’s staff will remove old playground equipment and prepare site for new playground. Bidder should give recommendations / specifications on proper leveling and preparing of the site to assure its required size for new playground. Any specific site preparation that is needed to ensure proper installation, the bidder should specify and be available while work is being completed to assure the site is being prepared properly. If proper site preparation is unable to be performed by park staff, the proposer should assume the responsibility of properly preparing the site. Meetings with park staff and contractors can be arranged to assure proper site preparation during and after bid period.

Playground Surfacing:

The plan is to use the same rubber mulch that is presently on the playground. Playground should be installed with this surfacing in mind.

Installation:

- Must be installed by certified playground installers.
- A set of full installation drawings and layout drawings should be supplied to Oldham County Parks.

Service / Warranty:

- Describe what services can be provided after installation. Repairs, replacement parts, preventive maintenance, etc. Include response times, estimated shipping times, etc.
- Fully disclose all information concerning warranties for the playground and its components.

Overall Outcome:

It is our goal to have a top of the line intergenerational playground for the citizens of Oldham County, KY and surrounding communities and counties to enjoy. We want the playground to stand out from other playgrounds in the area. Each proposer should use their skills and expertise to design the playground with not only our requirements, general thoughts and visions, but the proposer’s thoughts, vision, imaginations, creativeness, unique company designs, etc. There is a “proposer’s freedom of design” so to speak for the project.

Project Timeline:

The ideal timetable for the project completion is by November / December 2020. However, there are several factors that could delay start of the project.

- Proposer indicate a longer period of time is needed, which is acceptable if timetable is unrealistic. Reasons should be noted with a timetable that is realistic.
- Unforeseen circumstances delays project such as but not limited to weather, equipment availability, site preparation, etc.

Proposers should outline the needed timeline for project completion.

Project Cost:

- **Total project budget is \$50,000.**
- Proposers should be able to confirm price for project up until December 31, 2020. Or indicate if there will be an increase in total cost after a certain time period. This should be clearly stated in proposal.
- Oldham County Parks reserves the right if funding or other circumstances causes a need to: reduce playground size, number of components, or other project areas
- The overall proposal price amount may not determine what company/firm is awarded the bid. Other factors are but not limited to:
 - Quality of equipment
 - Uniqueness
 - Fit the needs and expectations of Oldham County Parks, Oldham County Fiscal Court, and the Oldham County Parks Board.
 - References from other park districts on quality of work and service.
 - Service standards, warranties.
 - Specific design elements and features preferred over others.

Reminder: All inquiries should be made to Gary Parsons, Parks Director at (502) 225-0655 or gparsons@oldhamcountyky.gov