

Playground Bid Specifications

Kent Town Hall Complex

The Town of Kent Recreation and Parks Department is looking for bids for the following playground project.

SCOPE

The Town of Kent is seeking bids for playground equipment and design of a fully inclusive, all accessible playground. The design, play elements and theme should be focused around the concept of a playground for children of all abilities. The playground should be suitable for users 2-12 years of age.

Size of Playground should be 70' x 70'. Design may not exceed these dimensions and may be no less than 5% smaller.

GENERAL CONDITIONS

A pre bid meeting will be held on Friday, August 11 at 2pm at the Kent Town Hall. Questions must be submitted, in writing by Thursday, August 10 at 12pm to Lou Fernandez, lfernandez@townofkentny.gov and written answers will be made available at the pre bid meeting on Friday, August 11. For those unable to make the meeting in person there will be teleconferencing available. To make arrangements please contact Lou Fernandez by Thursday, August 10 by 12pm at 845-531-2100.

All proposals shall be made upon forms furnished by the Clerk's Office, Town of Kent, Kent Lakes, New York, and shall be contained in sealed envelopes addressed to: Clerk's Office, Town of Kent, 25 Sybil's Crossing, Kent Lakes, New York 10512, and prominently marked:

“PROPOSAL ENCLOSED FOR: BID #09-2017 – TOWN OF KENT – INCLUSIVE PLAYGROUND EQUIPMENT”

The bid prices submitted shall be exclusive of all Federal, State, and Local Taxes.

Forms of proposal as issued by the Clerk's Office of the Town of Kent shall be completely filled in, in ink or typewritten. No proposal will be accepted that is not legible and clear.

Bidder must submit with bid detailed specifications, literature and all necessary data on equipment they propose to furnish. This information must show clearly that the equipment offered meets all detailed specifications stated herein. The Town Board reserves the right to reject any bid if its compliance with the specifications is not clearly evident. If equipment offered differs from the provisions contained these specifications, such differences must be explained in detail. All bids will receive careful consideration if they do not depart from the intent of these specifications and are in the best interests of the Town of Kent interpreted by the Town of Kent.

The Town Board of the Town of Kent reserves the unrestricted right to waive any proposal irregularity which is not prejudicial to any bidder or prospective bidder, and to accept or reject any bid proposal in whole or in part and to award this bid on whatever basis it deems it to be in the best interests of the Town.

Sealed proposals must be received by the Clerk's Office, of the Town of Kent, 25 Sybil's Crossing, Kent Lakes, New York, before **12pm on September 1, 2017** when they will be opened and read. Bids received later than date and time specified may not be considered, and any bid submitted after the first bid is opened shall not be considered under any circumstances.

Wage Rates

The Contract is subject to the prevailing wage rates in effect during the Contact Period as determined by the New York State Department of Labor. Certified payrolls will be required to be submitted with each payment requisition

Insurance Requirements

1. Notwithstanding any terms, conditions or provisions in any other writing between the parties, the contractor hereby agrees to effectuate the naming of the municipality as an unrestricted additional insured on the contractor's insurance policies, with the exception of worker's compensations. Before any of the work is started under this contract, the contractor shall file with the municipality a certificate(s).
2. The policy naming the municipality as an additional insured shall:
 - a. Be an insurance policy from an A.M. Best rated "secured" or better, New York State admitted insurer.
 - b. Provide for 30 days notice of cancellation.
 - c. State that the contractor's coverage shall be primary coverage for the municipality, its Board, employees and volunteers.
 - d. The municipality shall be listed as an additional insured by using endorsement CG 2026 or broader. The certificate must state that the endorsement is being used. If another endorsement is used, a copy shall be included with the certificate of insurance.
3. The contractor agrees to indemnify the municipality for any applicable deductibles
4. Required insurance:
 - a. Commercial General Liability Insurance
 - i. \$1,000,000 per occurrence/\$2,000,000 general and products/completed operations aggregates. The general aggregate shall apply on a per-project basis

Workers Compensation Insurance:

Before performing any work on the contract, the contractor shall procure Worker's Compensation insurance in accord with the laws of the State of New York on behalf of all employees who are to provide labor or service under the contract. Insurance certificates, policies and endorsements must be sent to the following address:

The Town of Kent
25 Sybil's Crossing
Kent Lakes, NY 10512

Payments:

1. Payment will be made only after correct presentation of a Town of Kent Voucher with invoices attached, as may be required.
2. Payment on any claim shall not preclude the Town of Kent from making claim for adjustment on any item found not to have been in accordance with the contract.

Performance Bond

The bidder awarded the contract by the Kent Town Board will not have to supply a bond unless installation addendum (A) or addendum (C) is awarded with the contract. If the installation addendum (A) or addendum (C) is awarded the bidder must supply a performance bond or cash deposit of 10% of the amount of the total proposed project cost, which shall serve as security to guarantee that the project is successfully and satisfactorily completed.

The bidder awarded the project must execute a written agreement and performance bond within ten (10) days of receipt of notice of award.

Site Conditions:

The playground location is directly adjacent to a concrete walking path that runs the full length of the playground and extends beyond. There is a parking lot with two handicap accessible ramps to the walking path.

A fence, to be installed at a later date will surround the playground in its entirety and will have 1 access gate at the front of the playground.

Specific Bid Conditions:

Bid for Playground Design, Equipment cost including cost of equipment delivery to site.

Site Location: Kent Town Hall Complex, 25 Sybil's Crossing, Carmel, NY 10512

- Must provide at least two color renderings of playground design and equipment.
- Must provide an "overhead" design view of the playground with all equipment labeled.
- Must provide a design layout for all necessary footings, including depth and width, for proposed equipment.
- Schedule A must be completed with physical description of each piece of equipment.
- A list of color choices available must be provided for all elements of the playground (a color palette will be chosen at the time of equipment order).

Addendum A

Price for professional installation of equipment, specified in bid, by certified playground installers for the manufacturer of equipment.

Addendum B

Price for professional supervision during community build of playground of the equipment specified in bid

Addendum C

Price for professional installation by an insured and factory-certified crew capable of completing the installation by the agreed upon completion date.

General Equipment and Design Guidelines:

IPEMA Certified: ASTM, CPSC and ADA compliant playground design and equipment

Playground Design for the designated playground area (70' x 70')

Playground signage that meets ASTM, CPSC and ADA conformance standards.

IPEMA Certified; Interlocking recycled rubber tiles that meet ASTM requirements for fall heights and accessibility standards.

Equipment Warranty:

Equipment must have industry standard warranties against material and production defects and structural failure. The Town reserves the right to reject any and all bids that do not include warranties deemed sufficient by the Town. **Copies of warranties shall be attached.**

Specific Equipment and Design Requirements

- Playground must be designed to be a universally accessible and inclusive design. Play elements and activities should be integrated into the design with this as the first priority.
- Playground must be designed for use by children 2-12 years of age.
- All elevated play features must be accessible.
- The use of at least 1 ramp entrance/exit, in a centralized structure, is required.
- A roof on equipment or shade structures over at least 50% of equipment/area is required.
- A centralized structure is not required as long as the overall play value of the playground area is maximized.
- Deck height should not exceed 5 feet (60 inches) from ground level.
- The playground must have a design theme and playground elements and amenities must match the overall theme of the playground. Custom playground pieces are not required to create a playground theme.
- Use of multi sensory activities that provide tactile, auditory, visual and movement experiences.
- Playground signs must be included in design and provided as part of the equipment.
- Interlocking rubber tiles must have a design and or color scheme that reasonably matches or enhances the theme/design of the playground.
- Playground design must include 2 benches that are least 6 feet in length but not more than 8 feet in length each.
- The playground design should not include swings, water tables or sand tables.

Total bid amount for playground design, equipment cost, surfacing tiles and delivery is not to exceed \$150,000

Addendum A:

Playground Installation of Playground Equipment

Must provide professional installation by an insured and factory-certified crew capable of completing the installation by the agreed upon completion date.

Site preparation, including grading and leveling will be done by the Town of Kent. Footings for the equipment will be dug by the Town of Kent. The bidder must supply accurate drawings and descriptions of all footings required for proposed equipment in playground design.

Addendum B:

Professional Supervision of Playground Build

Must provide professional supervision by an insured and factory certified personnel capable of overseeing and managing a small crew to build a playground if this projects size and scope.

Addendum C:

Professional Installation of Interlocking Rubber Tiles

Must provide professional installation by an insured and factory-certified crew capable of completing the installation by the agreed upon completion date.

Site preparation, including grading and leveling will be done by the Town of Kent. The bidder must supply accurate requirement and descriptions of all surface preparation required for proposed rubber tiles.

Description of How Bids Will Be Evaluated:

Bids will be evaluated on the overall best value. The criteria to determine will be as follows:

1. Adherence to the section in this bid regarding Specific Equipment and Design Requirements.
2. Total number of play activities.
 - a. Play activities will then be given a value based upon size, design, interactivity and play value.
 - i. General base value ratings are as follows:
 1. 4 points
 - a. Freestanding spinners, bouncers, see saws, etc. – capacity of 7 children or more.
 - b. Inclusive Glider, raft, etc – capacity of 10 children or more.
 - c. Themed elements made from GFRP, GFRC or similar material – Large in size.
 2. 3 points
 - a. Slides (metal, plastic, etc.) – tube, spiral, open, sectional.
 - b. Large themed plastic, hdpe climbers – climb through.
 - c. Freestanding spinners, bouncers, see saws, etc – 3 – 6 child capacity.
 - d. Large free standing climbers – made of any material – child capacity of 9 or more.
 - e. Themed elements made from GFRP, GFRC or similar material medium in size.
 3. 2 points
 - a. Climbers made from HDPE, Plastic, etc. – vertical, inclined, deck to deck, etc.
 - b. Crawl tubes made from HDPE, Plastic, etc - vertical, inclined, freestanding, deck to deck, etc.
 - c. Net Climbers- vertical, inclined, deck to deck, etc.
 - d. Freestanding spinners, spring riders, bouncers, see saws, etc – 2 child or less capacity.
 - e. Freestanding climbers – any type – child capacity 8 children or less.
 - f. Themed elements made from GFRP, GFRC or similar material small in size.
 4. 1 point
 - a. Metal climbers – vertical, inclined, deck to deck, etc.
 - b. Spring riders, similar- capacity 1 child.
 5. .5 point – play panels – interactive, manipulative, sound, etc,

6. .25point – play panels – imaginative (no movement, sound, etc.)
 - ii. Any activity (excluding panels and inclusive glider, raft, cruiser) that has a design for handicap specific inclusion (must be clearly noted in product description or catalogs) will receive a 1 point value increase to the base value.
 - b. Decks, railings, ramps, stairs and transfer points will have no play value. Themed Transfer points will receive 1 point.
 - c. Point values are awarded by the Town of Kent.
 - d. Activities that are unique or that do not fit into the preexisting point system will be reviewed and given a point value by the Town of Kent.
3. Total Price to Total Play value ratio.

TO: The Clerk's Office, TOWN OF KENT, KENT LAKES, NEW YORK

The undersigned, having a principal place of business at:

and being experienced and responsible for the performance of the same, agrees to furnish and deliver:

TOWN HALL PLAYGROUND EQUIPMENT

for the Town of Kent, 25 Sybil's Crossing., Kent Lakes, N.Y., Putnam County, in accordance with the specification annexed hereto, or per exception to specifications as enumerated.

Note:

- 1) Proposers shall provide a complete description of equipment being proposed as specified herein as per Schedule "A" (attached).
- 2) Client reference list must also accompany this proposal as specified herein.

(Bidders Signature)

(Bidder, Name, Title)

(Company Name)

(Address)

DATED: _____

(Telephone Number)

(Fax Number)

Louis M. Fernandez
Director of Recreation and Parks



Town of Kent Recreation and Parks Department
25 Sybil's Crossing Kent Lakes, NY 10512

Telephone: (845) 531-2100
Fax: (845) 306-7249

Email: recreation@townofkentny.gov
Webpage: www.townofkentny.gov

BID PROPOSAL

PROPOSED TOTAL PRICE IN DOLLARS:

\$ _____

PROPOSED TOTAL PRICE IN WORDS:

NOT TO EXCEED \$150,000.00

Addendum A Price

PROPOSED TOTAL PRICE IN DOLLARS:

\$ _____

PROPOSED TOTAL PRICE IN WORDS:

Addendum B Price

PROPOSED TOTAL PRICE IN DOLLARS:

\$ _____

PROPOSED TOTAL PRICE IN WORDS:

Addendum C Price:

PROPOSED TOTAL PRICE IN DOLLARS:

\$ _____

PROPOSED TOTAL PRICE IN WORDS:

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NAME AND TITLE

COMPANY NAME

ADDRESS

PHONE

FAX

E-MAIL

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SCHEDULE "A"
DESCRIPTION OF EQUIPMENT BEING PROPOSED

Please attach a detailed description of the equipment being proposed to this page. Brochures, photos, designs and literature required.

COMPANY NAME

NAME OF EQUIPMENT MANUFACTURER

SIGNATURE

NAME AND TITLE

ADDRESS

PHONE

FAX

E-MAIL

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HOLD HARMLESS STATEMENT

The Contractor shall, during the performance of this work, take all necessary precautions and place proper safeguards for the prevention of accident and shall indemnify and save harmless, the Town of Kent and their employees, officers and agents from all claims suits and actions and all damages and costs to which they make put by reason of death or injury to all persons or property of another resulting from unskillfulness, willingness, negligence or carelessness in the performance of the work, or in guarding and protecting the same or from any improper methods materials, implements or appliance used in its performance or construction, or by or any account of any direct or indirect act of omission of the Contractor or his employees or agents, and whether or not any active or passive or concurrent negligent act or omission by the Town of Kent, or any of their employees, officers or agents may have directly or indirectly caused or contribute thereto.

Bidder:

Subscribed and sworn to before

me this _____ day of

_____ 2012

Signature, Title and date

Printed Name

Notary Public

Louis M. Fernandez
Director of Recreation and Parks



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Non-Collusion Affidavit

General Municipal Law: Section 103(d) "NON-COLLUSIVE BIDDING CERTIFICATE"

1. By submission of his bid, each Proposer and each person signing on behalf of any Proposer, certifies, and in the case of a joint bid, each party thereto, certifies as to its own organization under penalty of perjury that to the best of their knowledge and belief:
 - a. The prices in this bid have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Proposer, with any competitor:
 - b. Unless otherwise required by law, the prices which have been quoted in the bid have not been knowingly disclosed by the Proposer, and will not knowingly be disclosed by the Proposer prior to opening, directly, to any other Proposer or to any competitor; and
 - c. No attempt has been made or will be made by the Proposer to include any other person, partnership or corporation to submit or not to submit a bid for the purpose restricting competition.

Name of Proposer

By

Address

Accepted

Date