



Pine City Public Schools

ISD # 0578

1400 Main Street South

Pine City, Minnesota 55063

Fax #: 320-629-4070

**PINE CITY ELEMENTARY PLAYGROUND
REQUEST FOR PROPOSAL**

**Due by 12:00 noon on Thursday, October 5, 2006
(Central Daylight Time)**

PART 1 - GENERAL

1.01 DEFINITIONS

The term "District" means Pine City Independent School District No. 578 and any department or board of the school district. The term "Vendor" means the person, firm, or corporation who is submitting this Request for Proposal for consideration to furnish specified merchandise or services. The term "RFP" refers to this Request for Proposal.

1.02 REQUESTS FOR PROPOSAL (RFP)

Sealed RFPs will be received at the District Office, c/o Dennis Fischer, Business Manager, Pine City Independent School District 578, 1400 Main Street South, Pine City, MN 55063 until 12:00 Noon Central Time on Thursday, October 5, 2006 for the furnishing, delivery, and installation of Playground Equipment at Pine City Elementary in accordance with the specifications set forth herein and the "other" terms, conditions and instructions to the specifications.

All RFPs received after the time stated above will not be considered. The Vendor assumes the risk of any delay in the mail or in the handling of mail by employees of the school district. Whether the RFP is sent by mail or by means of personal delivery, the Vendor assumes responsibility for having their RFP clocked in on time at the place specified. Telephone amendments will not be accepted at any time.

1.03 INSTRUCTION TO VENDORS

- A. All RFPs must be typewritten or printed in ink and submitted on the forms provided. A proposal form has been supplied in the last pages of these specifications. The proposal for all items and labor in these specifications **must not** exceed the budget amount set forth.
- B. Vendors must submit drawings, photographs or detailed descriptions of the proposed play structure.
- C. All RFP envelopes must bear the inscription, "SEALED REQUEST FOR PROPOSAL FOR PLAYGROUND AT PINE CITY ELEMENTARY SCHOOL" and be addressed to: Dennis Fischer, Business Manager, Pine City Independent School District 578, 1400 Main Street South, Pine City, MN 55063.
Questions regarding specs: call Dave Arola (Elementary Principal) @ (320) 629-4210. Regarding RFP: call Dennis Fischer @ (320) 629-4020.
- D. Withdrawal of Vendors: An RFP once delivered to the formal custody of Independent School District 578 may not be withdrawn until after the RFPs are opened and acknowledged; no RFP may be withdrawn for a period of sixty days from the opening thereof. Once documents have been received by Independent School District 578 all documents become the property of Pine City Independent School District 578. When documents are opened they become public information and any restrictions put upon the School District regarding the sharing of information or duplicating copies after opening will be grounds to reject those proposals.
- E. Collusion of Vendors: Collusion of Vendors is cause for rejection of all Vendors thus involved.

1.04 CONTRACTOR'S LIABILITY INSURANCE

LIABILITY INSURANCE: Contractor's liability insurance shall not be written for less than the limits of liability specified in the contract documents or required by law, whichever coverage is greater. Coverage shall be maintained without interruption from the date of commencement of the work until the date of final payment and termination.

1.05 RFP AWARD

The School Board of Pine City Public Schools #578 will make the award. The District will evaluate the degree to which play events can be measured such as: specifications, equipment durability, overall aesthetic appeal, safety, use of space, design and play value will reflect the District's decision in awarding the contract. The District reserves the right to award this RFP by project or to reject any or all design proposals, to waive any informality and to accept the proposal deemed to be in the best interest to the District. No design change or alteration will be considered after the RFP opening.

1.06 COMPLIANCE WITH LAWS

All items must comply in quality, type of materials, and methods of manufacture with all applicable Local, State, and Federal laws pertaining thereof.

1.07 GENERAL ITEM SPECIFICATIONS

- A. Only new and first quality equipment/materials will be supplied under this RFP, any existing equipment may be relocated or reused in the RFP.
- B. The Vendor will provide a list of school districts in the area, which are using the equipment/materials being proposed.
- C. The Vendor must be prepared to demonstrate the quality of their equipment/materials in terms of these specifications within two (2) days after the Proposal deadline unless such literature is on file with the District Office.

1.08 PACKING AND DELIVERY

All items will be delivered F.O.B. destination-no freight allowed. Cost of delivery of materials and supplies is included in prices and delivery shall be made only as called for on the contract. The Vendor is responsible for all equipment until it has been installed and tested.

The Vendor at no additional charge to the District must remove packing material of installed items.

1.09 TAXES

MINNESOTA TAXES: Instrumentality's of the State of Minnesota are not subject to the State of Minnesota Sales Tax pursuant to Minnesota Laws of 1967, Extra Session, Chapter 32, Article XIII, Section 25, Subd 1, Para. (J).

1.10 PAYMENT

The District will not accept payment terms of less than 35 days or discounted payment terms of less than 10 days from date of receipt. "Date of receipt" means the completed delivery of the goods or services or the satisfactory installation, assembly or specified portion thereof, or the receipt of the invoice for the delivery of the goods or services, whichever is later (MN Statute 471.425).

Invoices should be mailed directly to Dennis Fischer, Business Manager, Pine City Public Schools, 1400 Main Street, Pine City, MN 55063.

1.11 DEVIATION FROM SPECIFICATIONS

Where certain makes, types and sizes of equipment are specified, it is not the intent to discriminate against any approved equal, but is intended to inform the Vendor of the function and general quality in which the District is interested. The Vendor may submit a RFP for any similar or equal equipment, which will meet and serve the purpose specified. All vendors who wish to provide a product, which has not been approved by the School District as an equal to that which is specified on the RFP Form must be accompanied by comparison data and/or sample of the item or equipment outlined in these specifications, which meet the District requirements.

1.12 PREVAILING WAGE RATE REQUIREMENTS

- A. Because the Contract is being financed in total or partially with state funds, the Contract shall be in accordance with Minnesota Statutes 177.41 through 177.43 and Prevailing Wage Rates for Commercial Construction.
- B. Any project with an estimated total cost of more than \$50,000.00 must be in accordance with Minnesota Statute 177.41-44 which is commonly known as The Little Davis-Bacon Act. It is the state public policy of Minnesota Statute 177.41 as follows: "It is in the public interest that public buildings and other public works be constructed and maintained by the best means and highest quality of labor reasonably available, and that persons working on public works be compensated according to the real value of the services they perform. It is, therefore, declared to be the public policy of this State that wages of laborers, workmen, and mechanics engaged in State projects would be comparable to wages paid for similar work in the community as a whole". Any wage determinations which are found not to be so promulgated do not relieve the Contractor from any responsibility for paying the prevailing wage rate of the trade in question. Additional classifications may develop between certifications by the Minnesota Department of Labor and Industry. Therefore, no inferences may be drawn from the omission of a classification which has local usage. Further, the State and Owner will not be liable for increased labor costs, or errors or changes to the rates or classifications, prior to the awarding of the Contracts.

1.13 WARRANTY

Vendor will guarantee equipment against any defect in workmanship and material as manufacturer's warranty may declare, and in any event not less than one year from date of Substantial Completion. Vendor will perform any necessary adjustments and/or service calls necessary for peak performance of specified equipment at no additional cost to the District for a period of one year from the date of substantial completion.

PART 2 - SPECIFICATIONS FOR PLAYGROUND MAIN STRUCTURES

2.00 GENERAL REQUIREMENTS

It is the intent of these specifications to describe the general requirements of Pine City School District for the furnishing, delivery, and installation of Playground Structure at Pine City Elementary School. Your proposal will include the new play equipment and installation of all. The play equipment and surface material must meet current CPSC guidelines, ASTM F1951 and ASTM F1292 standards, ADA requirements, and be IPEMA Certified. Attempts will be made to utilize the existing sidewalk access to this play area.

2.01 MATERIALS

All proposed play equipment and components must meet the standards for strength, durability, and operations as stated in ASTM F1487-01.

Except as otherwise specified, as a minimum requirement, all playground equipment will be made of aluminum or steel material. Upright steel posts will have moisture-proof caps or welded steel caps on tops to prevent the collection of rainwater and other moisture within. Steel material will also be galvanized after forming and will have both the I.D. and the cut ends with a corrosion resistant coating. All play equipment system post, beams, hand and support rails will be standard weight and meet minimum required strength specifications as set forth in the Consumer Product Safety Guidelines. Posts will have at least 4.5" outside diameter with a .125 wall thickness or 4" square post .13-wall thickness; 3" posts are not acceptable. 5" Square recycled plastic posts are acceptable.

All support posts will be set in concrete footings in accordance with the manufacturer's most stringent specifications. All exposed ends of posts and beams will be covered with a protective cap, adequately fastened at factory to prevent vandalism and accidental entrapment of fingers, limbs, clothing, etc. at all sites.

All plastic, vinyl or poly parts that are fabricated with and/or to be attached to the apparatus with screws or bolts, must be reinforced with embedded metal or appropriately attached metal bonds. Plastic, vinyl or poly parts are to be UV-stabilized with the color molded in.

All chains and cable will be minimum 4/0 diameter galvanized, welded link with baked-on, non-toxic, resilient protective poly/vinyl coating. Minimum coating thickness will be 100 mils.

Where steel parts will be electrostatically powder coated, powder coatings will be a non-toxic pure polyester/urethane material applied to steel that has been degreased, etched and phosphatized, applied dry powder, oven cured at temperatures in excess of 400 degrees. Minimum film thickness will be 3 mils. Epoxy, lacquer Hybrid paints is not acceptable due to poor weatherability characteristics.

Swing hangers will be self-lubricating type with rust resistant coating. All hangers will have closed ends. Molded contour chair swing seats will be of lightweight design with smooth, rolled edges. A retaining bar or belt will be provided. Belt swings will be slash-proof molded rubber. Cargo nets will be either of chain or minimum 1/2" diameter, galvanized cable, covered with non-toxic vinyl or poly, complete with collar or thimble attached mechanism.

Slides will be thermo-plastic or polyethylene materials and will meet ASTM F1487-01. Guidelines. Decks will be expanded metal or punched steel, covered with non-toxic vinyl or poly and designed to fit flush to provide a protrusion-free surface.

All pre-drilled holes larger than 1/3" remaining after the structure is installed, will be filled with permanent caps or plugs which are smooth enough to prevent scratching or tearing of skin or clothing and adequately fastened to prevent vandalism.

Posts and rails at all sites will be attached with suitable welded or locking collar joints. Joints will be smoothly finished.

All steel hardware will be non-toxic, electroplated, powder coated, hot-dip galvanized, poly/vinyl clad, or otherwise rustproof. All connecting hardware will be vandal-resistant with minimum protrusions.

2.02 INSTALLATION

Playground equipment will be placed and leveled, securely fastened into place ready for use where called for in the drawings as directed by the District. The Vendor will be responsible for obtaining dimensions and other such data, which may be required to assure exact fit. Cost of installation not included in this bid.

PART 3 - PLAYGROUND SPECIFICATIONS

3.01 SCHOOL INFORMATION

Pine City Elementary School
Dave Arola, Principal
700 6th Ave SW
Pine City, MN 55063

3.02 CONTACT PEOPLE

Dave Arola, Principal (320) 629-4210
Mark Hatfield, Bldg & Grounds Supervisor (320) 629-4125

3.03 BUDGETED TOTAL

The total dollars available for playground development at Pine City Elementary is **\$160,000.00** for equipment, which should include delivery – but NOT including installation.

3.04 GRADE LEVEL OF INTENDED USERS

Design playground areas for Grades K – 6, with a possible 100 to 150 students on the playground at one time.

3.05 SITE CONDITIONS AND DIMENSIONS

Current area of 130' x 150' will be prepped and ready for installation by contractor. ADA access must be incorporated into the RFP. Suitable border and the spreading of wood chips will be done by owner after completion of installation of playground equipment.

3.06 PLAYGROUND GOALS & OBJECTIVES

The playground should provide equal access to all, regardless of age, social, emotional, or physical limitation.

3.07 PLAYGROUND DESIGN CONSIDERATIONS

The Vendor is strongly encouraged to visit the site prior to submitting an RFP for this project to determine how much work is involved in constructing the playground equipment and to discuss the playground desires with the customer. Contact either Dave Arola or Mark Hatfield to schedule a site visit.

The new playground area should be available for playground installation by June 18, 2007. All the colors that are available for the playground equipment should be provided in the RFP, color would be determined at the time the RFP is awarded.

Design should consider the layout, types, and challenge of the events with an emphasis on having a distinction between the primary and intermediate grades. It is desired to have a variety of activities with a blend of challenge, risk, fun, and reward. Layout and design should allow supervision to be accomplished with ease. Signage should be included to inform users, supervisors, and parents of age appropriate activities and the importance of proper supervision.

The playground design should emphasize upper body and physical development. The playground must be wheelchair accessible. Play events should offer variety, good exercise, and upper body development.

The playground should meet all expectations, standards, and requirements as stated in the American Society for Testing and Materials (ASTM) F 1487-01, and Standard for Surfacing Impact Attenuation (ASTM F-1292) and Surfacing Accessibility (ASTM F-1951).

3.08 TIMELINE FOR COMPLETION

Contractor to provide for storage of equipment on site until installation is completed. Installation to begin no earlier than June 18, 2007 and total completion by August 18th, 2007. Installation *must* be completed by mid August of 2007.

3.09 EQUIPMENT

The following features, activities, and play components are desired:

- 10-seat 5" Arch Swing with 1 ADA seat and 9 belt swings
- (2) 5" Arch Tire Swings
- ADA-ramped play system for kids ages 5 to 12
- Various freestanding climbers and components

PART 4 - REFERENCES

This information may be requested before any award is made. Please list the name, contact person, address, and phone number of three Companies' that you have furnished and installed similar playground equipment for in the past 2 years.

References:

1.)	Company Name	_____
	Contact Person	_____
	Address	_____
	City, State, Zip	_____
	Phone Number	_____
2.)	Company Name	_____
	Contact Person	_____
	Address	_____
	City, State, Zip	_____
	Phone Number	_____
3.)	Company Name	_____
	Contact Person	_____
	Address	_____
	City, State, Zip	_____
	Phone Number	_____

PART 5 - PROPOSAL FORM

PINE CITY ELEMENTARY

DESCRIPTION	Pine City Elementary (Total not to exceed \$160,000.00)
EQUIPMENT/MATERIALS	\$
INSTALLATION OF EQUIPMENT	\$
Indicate prompt payment discount (if offered) Terms: _____, Net 35	\$ () discount
TOTAL PROJECT COSTS	\$

PROJECT SCHEDULE:

We anticipate the project will be awarded by November 20, 2006. Please indicate below the project timeline/completion schedule. The completion date must be no later than late August 18, 2007.

<p>ANTICIPATED START DATE: _____</p> <p>COMPLETION DATE: _____</p>
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VENDOR NAME: _____

PART 6- ACCEPTANCE

I, the undersigned, hereby certify that I am a duly authorized agent of _____ to submit this RFP for consideration and acknowledge that all 8 pages of the RFP document for PLAYGROUND EQUIPMENT have been received and agree to the terms contained therein.

SIGNED: _____

NAME: _____
(print or type your name)

VENDOR
NAME: _____

ADDRESS: _____

PHONE #: _____ FAX #: _____

INCORPORATED IN STATE OF: _____

Addenda:

Receipt of the following Addenda to the RFP Documents and their costs being incorporated in the RFP is acknowledged:

Addendum No. _____ (Date) _____

Addendum No. _____ (Date) _____

Addendum No. _____ (Date) _____

The following documents must be submitted for a Complete RFP package:

- _____ RFP Form (in duplicate)
- _____ References
- _____ Signed Acceptance