



REQUEST FOR PROPOSALS  
LIBS PARK PLAYGROUND  
FOR CITY OF HASTINGS, NEBRASKA

Sealed proposals will be received by the City of Hastings, Nebraska, at the office of the City Clerk, 220 North Hastings Avenue, Hastings, Nebraska 68901 until 2:00 pm CST on December 4, 2014 for the furnishing of all labor, materials, equipment and performing all work necessary on:

**Libs Park Playground**

Copies of the bid documents including specifications are on file and are available by contacting Jeff Hassenstab, Parks & Recreation Director at (402) 461-2324 or [jhassenstab@cityofhastings.org](mailto:jhassenstab@cityofhastings.org)

Proposal instructions and submission are listed on Page 3 of the Request for Proposal document. Failure to comply with the prescribed format may result in disqualification.

**Each bid must be accompanied by a bid bond or certified check in the amount of Five (5) percent of the total amount of the bid.**

Connie Hartman  
City Clerk

PUBLISH:     November 4, 2014  
                  November 11, 2014  
                  November 18, 2014



## Request For Proposal (RFP)

# Playground Structure and Safety Surfacing at Libø Park

Date of Issue: October 24, 2014

The City of Hastings, Nebraska is requesting proposals from qualified playground equipment companies in order to establish a contract to provide new playground equipment, safety surfacing, and installation Libø Park, 1531 N. Baltimore, Hastings, NE.

### **Background**

Libs Park is a 29-acre site that was home to a community pool and bathhouse until 2003. At that time attendance at the park was constant throughout the summer. Since the demolition of the pool, attendance is limited to users of the Pioneer Spirit Hike/Bike Trail, occasional picnic shelter rentals, splash playground users, and sporadic use of the existing playground structures. The addition of a splash playground in 2008 and the renovation of the interior of the existing restroom facility is a start to bring activity back to this park. The park has potential to become an exciting regional park.

### **General Equipment Requirements**

The proposed playground must meet the following:

1. Vertical deck and supports posts must have a minimum diameter of 5 inches
2. Hardware should be rust resistant, stainless steel or carbon steel hardware is preferred

### **Safety Standard Requirements**

All playground equipment must meet the most current requirements in the following and documentation must be provided to that effect.

1. American Society for Testing and Materials (ASTM) Specifications for Playground Equipment for Public Use.
2. Consumer Product Safety Commission (CPSC) Public Playground Safety Handbook
3. International Play Equipment Manufacturers Association (IPEMA) Certified
4. American Disabilities Act (ADA) Accessibility Guidelines

**Note: Appropriate age signage is required in proposal.**

### **Site Preparation**

The City of Hastings will be responsible for all site work which includes grading of selected site. Vendor may be asked for recommendations concerning grades and elevation. The design space including safety zones is approximately 35' x 70'

### **Play Element Guidelines**

**Target Ages:** The playground structure should be designed for ages 5-12 to meet CPSC requirements but should include some elements for ages 2-5.

**The following are suggested elements and are not limited to:**

1. Decks or platforms of various heights
2. One large slide not to exceed 10 feet in height
3. One small slide not to exceed 6 feet in height
4. Roof or shade elements
5. Multiple climbing elements; rock/log climbers, stumps, nets, ropes and/or ladders
6. Stand alone play features

**\*NOTE: Multiple proposals not exceeding the \$80,000 budget will be considered.**

### **Safety Surface Material**

Interlocking tile with concrete sub base and edging.

### **Project Budget**

The total cost allocated for the playground equipment, safety surface, installation, and shipping is **\$80,000**. Any proposal exceeding this amount will not be considered.

### **Warranty Requirements**

It is the responsibility of the supplier to provide the City of Hastings a copy of the manufacturer's warranty of the proposed equipment. Warranty information must accompany the proposal.

### **Vendor Services**

1. Meet with City staff prior to submitting the final order to confirm color, attributes, and layout of equipment.
2. Respond to inquiries from City staff concerning equipment and/or installation.
3. Coordinate installation of equipment with City staff when applicable.
4. Be responsible for providing safety precautions in connection with contracted installation work.
5. Upon completion of equipment installation, conduct an onsite audit to confirm that the equipment was installed according to manufacturer's specifications and provide written documentation of the audit to the City of Hastings

## **Proposal Content**

Each proposal shall include:

1. One (1) original and Five (5) copies.
2. A single total project cost including a detailed itemized breakdown of all charges.
3. Minimum 11x17 color rendering of the design.
4. Plan sheets showing entire design with dimensions. 2D and 3D preferred. Minimum size of 11x17.
5. List of design components.
6. Aerial video of proposed playground is preferred but not required.
7. Copy of manufacturer's warranty and liability coverage.
8. Contractor information that will be providing professional installation services.
9. Accessibility summary.
10. List of 3 references with contact information.
11. Approximate installation date

## **Proposal Submittal**

Interested firms must submit their proposal by **2:00pm on Thursday, December 4, 2014**. An incomplete proposal will not be considered. Proposals received after this deadline will not be considered. Proposals should be hand delivered or mailed to:

City of Hastings  
Attn: Connie Hartman  
220 North Hastings Avenue  
Hastings, NE 68901

## **NOTE: Please mark your envelope "LIBS PARK PLAYGROUND"**

1. It shall be understood that any costs incurred by the firm in responding to this request are at the firm's own risk and expense as a cost of doing business and the City of Hastings is not liable for reimbursement to the firm for any expense so incurred regardless of whether or not the proposal is accepted.
2. Any inquiries or requests for explanation in regards to the project requirements should be made to Jeff Hassenstab, Parks & Recreation Director. The names of any persons or firms submitting questions, clarifications, or requests will not be disclosed until after the deadline for submission.
3. At the discretion of the Department one or more firms may be asked for more detailed information or an interview.

### **Selection Process**

The Review Committee will consist of multiple City staff, City Council members, and/or the general public. The committee will make a recommendation to City Council in which the proposal will be voted on.

Proposals will be evaluated on the following criteria:

- **Design – 60 pts**  
(Play value, creativity, visual appeal, compatibility with site, number and variety of play features)
- **Qualifications – 20 pts**  
(Bidding company's experience, references, ability to perform, support services)
- **Technical – 20 pts**  
(Compliance with RFP, compliance with budget, project schedule/delivery, product specifications/warranty)

### **Project Schedule**

RFP Issued: October 24, 2014

Proposals Due: December 4, 2014 by 2:00 pm

City Review Process: December 8 - 19, 2014

Council Approval: December/January 2015

Installation Date: Spring 2015

**\*Firms that are not awarded the bid will be notified via US Postal Mail.**

**Looking East in the direction of slide, merry-go-round, monkey bars that will be removed by City**



**Looking West in the direction of Splash Playground**



# Aerial View of Proposed Site

