

City of Ann Arbor
Parks and Recreation Services
100 N. Fifth Avenue, PO Box 8647
Ann Arbor, Michigan 48107
734-994-2780 • fax 734-994-8312
www.ci.ann-arbor.mi.us
E-mail: parks&rec@ci.ann-arbor.mi.us



**CITY OF ANN ARBOR
BID INVITATION TO SUPPLY PLAYGROUND AND
PARK EQUIPMENT FOR
LESLIE PARK
BID NO: 3941
DUE: Tuesday, April 29, 2008 AT 2:00 P.M.**

The City of Ann Arbor's Procurement Office is soliciting bids to **SUPPLY PLAYGROUND AND PARK EQUIPMENT FOR LESLIE PARK**, for the items as specified below. Specifications are attached.

Sealed bids will be received (**Original plus one (1) copy**) by the Procurement Office on the Fifth Floor of City Hall, Ann Arbor, Michigan 48104 **on or before 2:00 p.m., April 29, 2008**, at which time they will be opened and publicly read aloud.

All envelopes submitted for bid must be marked, "**BID #3941: SUPPLY PLAYGROUND AND PARK EQUIPMENT FOR LESLIE PARK**". We cannot be responsible for any bid not marked as stated above or received in another office other than the Procurement Office as stated above.

We have enclosed our Human Rights Work Utilization Forms to be filled out and returned with our bid or you may submit an updated EEO-1 with your bid. Submittal of these forms with our bid is not a requirement of this bid; however, the first and second low bidders are required to complete a contract compliance form or an acceptable equivalent by no later than 5:00 p.m. of the work day following the opening.

No bidder may withdraw his bid within 90 days after the date set for the opening thereof. The City of Ann Arbor reserves the right to accept any bid, to reject any bid or all bids, to waive irregularities and/or informalities in any bid, and to make the award in any manner deemed in the best interest of the City.

Each proposal must be accompanied by a certified check, or Bid Bond by a surety licensed and authorized to do business within the State of Michigan, in the amount of 5% of the total of the bid price.

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CONTACT PERSON: If there are any questions concerning this bid, please contact Amy Kuras, Landscape at (734) 994-1827, cell (734) 845-0643 between the hours of 8:00 a.m. through 5:00 p.m., Monday through Friday, or e-mail at akuras@a2gov.org

COPIES OF BID: The contractor will be required to furnish the original bid plus one (1) additional copy. **NO BINDERS OR EXTRA CATALOGUES SHALL BE SUBMITTED UNLESS NEEDED TO CLARIFY A SUBSTITUTED PRODUCT. PROVIDE ONLY THESE PROPOSAL PAGES AND THE REQUIRED ADDITION COPY.**

SPECIFICATIONS: Specifications referred to herein are used to indicate the desired type of the equipment requested. Alternate suggestions may be offered if deviations from specifications are minor and if all deviations are properly outlined on an attached sheet. Failure to outline all deviations may be grounds for rejection of your bid.

The decision of the City of Ann Arbor, acting through the Support Services Administrator, or their authorized representative, shall be final as to what constitutes acceptable deviations from specifications.

Shipping and Labeling: The specified equipment for each park must be clearly labeled on the outside packaging as to which park (Leslie Park) it is intended. Packages must be labeled for one park only, with equipment and hardware separated from hardware intended for other parks. Any packages labeled for multiple parks will be rejected.

License, Permits and Fines: Any licenses or permits that may be required to provide any equipment anticipated by this request for bids shall be obtained by, maintained by and at the expense of the service provider. Evidence of any required licenses or permits shall be provided to the City upon request. Any fines or penalties levied by any governmental entity for conduct by the service provider in connection with the work contemplated by this request for bids shall be paid for by the service provider.

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TECHNICAL SPECIFICATIONS

Description of work:

To provide and deliver to our site as designated, all play equipment as specified on list. Note: location of delivery may change prior to placement of order. All equipment shall meet or exceed the **ASTM SAFETY SPECIFICATIONS, CPSC GUIDELINES, IPEMA CERTIFICATION, AND ADA ACCESSIBILITY STANDARDS**. Another contractor under separate a contract will execute installation of the ordered items.

General specifications:

1. Complete installation/fabrication guide instructions shall be provided, including step-by-step instructions for each component and detailed assembly drawings. A complete maintenance kit shall also be provided.
2. All upright support posts and structural steel beams for play structures shall be either round metal (no less than 5" O.D.), 11 gauge galvanized steel pipe and comply with ASTM-A-500, upright posts constructed of recycled aluminum with a recycled polyethylene fascia boards equaling 5" square, or solid recycled posts at least 6" square. All posts tops shall have caps that are permanently affixed to prevent entry of water and debris. All posts, beams, tops, and pipes shall be polyester powder coated (color as indicated at time of order), UV stabilized and free of excess weld splatter. Warranty information should be provided on component play unit to assist in the selection process.
3. Any arch style bay (inverted "U") swing set unit that supports strap swing seats, toddler full enclosure seats or tire swing shall be either round metal (no less than 5" O.D.), 11 gauge galvanized steel pipe and comply with ASTM-A-500. All posts, beams, tops, and pipes shall be polyester powder coated (color as indicated at time of order), UV stabilized and free of excess weld splatter.
4. All hardware fasteners and connectors shall be vandal resistant and stainless steel.
5. All deck platforms shall be poly-vinyl chloride coated; oven-cured, and include a slip resistant surfacing or recycled plastic.
6. In-ground picnic tables shall have galvanized steel frames and arsenic free treated wood, stained wood or UV stabilized recycled plastic tops and seats. Benches must have at least two support posts; single post models will not be considered.
7. In-ground or surface mounted benches shall have powder-coated black or brown support steel framing. Back and seat materials shall be determined by item selection.
8. All recycled plastic components shall be fabricated primarily from post consumer waste materials. All plastic components shall be ultraviolet ray stabilized.

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9. All anchoring, support components or framing shall allow for concrete footings to be level with the subsurface, 12" below the top of compacted safety surfacing. The manufacturer shall fabricate all components to accommodate this specification and allow for all necessary post depth into the subgrade to compensate for frost penetration within soils throughout the Ann Arbor area.
10. Bidders wishing to substitute play equipment for any of those specified and may do so by providing their item number in the quotation. Equipment must meet ASTM safety and accessibility standards and vendor must provide specification for all materials used on bid items. All substitutions must be of equal or greater value than items indicated.
11. The City of Ann Arbor actively encourages bids for recycled and recyclable products. If your products are available with or incorporate these components, we encourage you to submit a bid detailing this option.
12. All shipping costs F. O. B. Destination, Freight Prepaid shall be included in the overall cost of the equipment. Packaging of the materials for shipping must provide secure protection of all components to prevent damage from occurring while in transit. Packages showing visual damage from transit will be rejected.
13. Each group of equipment shipped for each individual park shall be clearly marked on the outside of the packing material as to which park they are intended.

QUOTATION:

The successful contractor declares that they are familiar with the proposed equipment and agrees that they will contract with the City to furnish, at and for the following figures, all equipment, including everything necessary to completely construct all playground equipment in accordance with specifications listed above and herein.

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QUOTATION TO SUPPLY THE FOLLOWING EQUIPMENT FOR LESLIE PARK:

Item Description	Quantity	Unit	Unit Price	Total Price
1. Play Structure Unit for 2 to 5 year old age group, 35'x35' maximum use area, provide color options (Per Layout drawing attached.) (_____ Manufacturer, style description	1	LS		\$_____
2. Single post swing & add-a-bay 5" (min.) diameter posts and 5" min. top cross-rail; blue. Two (2) strap swings, one (1) full surround tot swing, include clamp assembly for fourth swing. (_____ alternate manufacturer & number	1	EA	\$_____	\$_____
3. One (1) barrier-free swing \$_____ with molded plastic restraint, made for unsupervised play. Swings with fabric belt restraints, made for supervised play, will not be accepted. (Little Tikes Inclusive Swing Seat, or approved equal.) (_____ alternate manufacturer & number		1	EA	\$_____
4. Six-foot bench in-ground mount, with 3"x4" minimum dimensional recycled plastic boards; steel frame. (Miracle #1282R) (_____ alternate manufacturer & number	3	EA	\$_____	\$_____

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5. Seesaw 1 EA \$_____ \$_____
 (Landscape Structures 2-seat
 Direct bury, #148636A)

(_____)
 alternate manufacturer & number

6. Single Spinner 1 EA \$_____ \$_____
 (Landscape Structures "Stand-Up
 Spinner" #117959A, or equal)

(_____)
 alternate manufacturer & number

7. Barrier Free Sand Digger 1 EA \$_____ \$_____
 (Landscape Structures "Barrier Free
 Sand Digger" #117959A, or equal)

(_____)
 alternate manufacturer & number

8. Sand Table, play counter with
 Bowl and sand scoop 1 EA \$_____ \$_____
 (Kompan, "Ministudio 1"
 ELE 400101 or equal)

(_____)
 alternate manufacturer & number

9. Sea Serpent, three section climber 1 EA \$_____ \$_____
 (Recreation Creations "Three Section
 Lochie Sea Serpent" 90-1171)

(_____)
 alternate manufacturer & number

TOTAL AMOUNT FOR: LESLIE PARK – BID # 3941 \$_____

Alternates:

1. Sand Table: 1 EA \$_____ \$_____
 ("Turtle Sand Table"
 Landscape Structures #120894A)

(_____)
 alternate manufacturer & number

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2. Alternate Spinner: 1 EA \$_____ \$_____
(Saddle Spinner, Landscape
Structures #152179A)

(_____)
alternate manufacturer & number

AWARD:

The award will be to the lowest responsible bid or in any manner deemed to be in the best interest of the City of Ann Arbor. The City of Ann Arbor reserves the right to reject low bids which do not meet specifications. Bids may be accepted in full or in part. **Previous experience, customer service and product performance (quality, past maintenance issues) may be a factor in making the award. The City also reserves the right to award any portion or part of contract to more than one bidder.**

Product drawings (including play structure layout plan), manufacturer product model number, and item specification must be submitted for evaluation. Failure to provide all of these documents with this bid will result in rejection of said bid. Product line catalogues are not recommended, nor required.

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CONTRACT COMPLIANCE:

The successful bidder must comply with the City of Ann Arbor's Non-Discrimination Ordinance (Chapter 112, Section 9:161 of the City Code) before award and at all times during the term of this proposed contract and/or agreement.

Note: If the cost exceeds \$10,000.00, this bid will require Human Rights approval and if it exceeds \$25,000.00 the contract will also require City Council approval.

ERRORS/OMISSIONS/DISCREPANCIES:

Any errors, omissions or discrepancies in the specifications discovered by a prospective contractor and/or service provider shall be brought to the attention of **Amy Kuras, Landscape Architect, at (734) 994-1827** as soon after discovery as possible. Furthermore, the contractor and/or service provider shall not be allowed to take advantage of errors, omissions or discrepancies in the specifications.

WARRANTY:

The playground equipment for LESLIE PARK shall be fully guaranteed against defects in materials, workmanship and labor to replace defective parts for a period of _____ years.
(Attach copy of warranty)

Note: The City of Ann Arbor reserves the right to reject bids for poor company or product performance in the past or inadequate references.

TERMINATION:

The City of Ann Arbor reserves the right to terminate any award to the bidder for cause, without any liability, upon 10 days notice from the Procurement Office or their authorized representative.

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NON-COLLUSION:

This proposal is made without connection with any person, firm or corporation making a proposal for the same work and is in all respects fair and without collusion or fraud.

PLEASE CHECK:

We have read the attached specifications thoroughly?

Yes No

Are all exceptions to the attached specifications properly outlined?

Yes No

CERTIFICATION:

We hereby certify that unless otherwise stated, the “**Playground Equipment for LESLIE PARK**” in this bid are all new equipment in an unused and undamaged condition, and will meet or exceed our specifications in every respect.

Authorized Representative's Signature

Printed Name

REFERENCES: Please list at least three (3) public agencies for whom you have done similar work, if your company has not supplied the city with recreational components in the last 12 months:

<u>ORGANIZATION</u>	<u>ADDRESS</u>	<u>CONTACT PERSON</u>	<u>TELEPHONE</u>
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- 1.
- 2.
- 3.

INDEMNIFICATION:

The successful bidder agrees to defend, indemnify and hold harmless the City of Ann Arbor, its employees and agents from all claims and lawsuit arising out of its performance of this contract.

OTHER TERMS: Less than 30 days, E.O.M., Proximo, etc., will not be considered in determining award of contract.

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The City of Ann Arbor reserves the right to accept any bid, to reject any bid or all bids, to waive irregularities and/or informalities in any bid, and to make the award in any manner deemed in the best interest of the City.

The undersigned agrees that if the bid is accepted by the City of Ann Arbor within 90 days of the bid opening, a binding contract will be in effect for the delivery of the goods in accordance with the bid.

All envelopes submitted for bid must be marked, "**BID #3941: SUPPLY PLAYGROUND AND PARK EQUIPMENT FOR LESLIE PARK**". We cannot be responsible for any bid not marked as stated above or received in another office other than the Procurement Office as stated above.

THE EQUIPMENT CAN BE DELIVERED TO THE CITY BY: _____
(Approximate date)

RETURN BID TO: CITY OF ANN ARBOR
PROCUREMENT OFFICE
FIFTH FLOOR, CITY HALL
100 N. FIFTH AVE.
ANN ARBOR, MI 48104

COMPANY

ADDRESS

CITY STATE ZIP

Company's Representatives

Signature

Printed

Date Title

Phone Number Email

Fax Number Federal I. D. Number (Req'd to issue P.O.)