

WAUKEE COMMUNITY SCHOOL DISTRICT

REQUEST FOR PROPOSALS (RFP)

SUPPLYING, DELIVERING, AND INSTALLATION OF PLAYGROUND EQUIPMENT

APRIL 26, 2024

WAUKEE COMMUNITY SCHOOL DISTRICT

560 SE University Ave

Waukee, IA 50263

REQUEST FOR PLAYGROUND EQUIPMENT DESIGN AND INSTALLATION – WATERFORD ELEMENTARY

April 26, 2024

You are hereby notified that the Waukee Community School District will consider proposals for the design, delivery, and installation of new playground equipment at Waterford Elementary School – 5635 156th St, Urbandale, IA 50111, which is currently under construction.

QUESTIONS AND INQUIRIES:

Questions may be e-mailed to: Kirk J. Johnson, Chief Operations Officer at kjohnson3@waukeeschools.org.

Questions are allowed between **April 26, 2024 – May 8, 2024**. The district will provide responses to those questions deemed appropriate to all vendors via the district's website: <https://waukeeschools.org/departments/business-services/notice-to-bidders-rfp/>. Responses will not be provided on an individual basis.

PROPOSAL SUBMISSION:

The deadline for receiving proposals is **9:00 a.m. on Friday, May 10, 2024**. Proposals shall be submitted in a sealed envelope as outlined below, prior to the proposal deadline. Proposals should be signed by an authorized individual to bind the firm, and must be valid for at least 30 days.

Please submit proposals to:

Waukee Community School District Operations Facility
Attention: Kirk J. Johnson, Chief Operations Officer
1000 6th Street
Waukee, Iowa 50263

Only proposals received at the location above or mailed to the location above in the time frame given will be considered. Please mark your reply envelopes: **"RFP for Playground Equipment – WATERFORD ELEMENTARY"** and place the name of the company submitting the proposal on the outside of the envelope. The school district reserves the right to reject any and all proposals and to accept the proposal deemed to be in the best interest of the school district in its sole and absolute discretion.

OBJECTIVE OF RFP:

The objective of this RFP is to provide sufficient information necessary for a qualified playground manufacturer and/or their designated sales representative to prepare and submit a complete proposal meeting the requirements set forth herein.

BACKGROUND:

It is the District's intent to install new modular playground units at Waterford Elementary School which is currently under construction and is planned to be completed in late Spring of 2024. Work may commence any time after **May 13, 2024 and before July 8, 2024**. Equipment installation shall be substantially completed and ready for soft-surfacing installation (by others) by **July 29, 2024**.

SCOPE OF WORK

Selected Vendor(s) will be responsible for the design, provision, and installation of play equipment for the two separate play areas as described in **TABLE 1** below. Play system design shall safely fit, according to ASTM and CPSC standards, in the playground areas shown in the attached **EXHIBIT A**. Vendors are encouraged to be creative in their designs and to maximize the role of unstructured play in their proposals. Vendors may submit proposals from non-traditional type playground structures, if desired, in whole or as components of the overall playground design. Aerial photos of a similar playground can be found in **EXHIBIT B** as an example only. Proposals are NOT required to follow this design.

Vendors should base their playground equipment designs on meeting all accessibility and safety standards as well as the guidelines & specifications listed in this RFP. Quality of equipment components, quality of design, play value, cost, and appropriateness to location and target demographic must be taken into consideration in the design of the play system.

In the proposal, provide a list of the components proposed for each system. Include structure and component model numbers, materials, color choices and recommendations, protective area requirements, target age ranges and developmental levels, target play type or activity, estimated lifetime of equipment including manufacturer’s warranty and any other relevant descriptive information.

All Vendors and their contractor(s) must be prepared to comply with all state, federal, local ASTM, and CPSC requirements for play structure equipment. Vendors are responsible for verifying site conditions. No allowances will be made if a Vendor fails to adequately examine a location before submitting a Proposal. All equipment shall be installed by a factory trained and certified installer.

TABLE 1: Waterford Elementary School (5635 156th St, Urbandale, IA 50111)
Description: Newly constructed elementary school planned to open in the fall of 2024. Each playground area is surrounded by a concrete curb and may not necessarily be at the final grade at the time of playground equipment installation. A final playground surface consisting of 3-1/2” poured in place rubber over 5” rock base will be installed throughout each play area by the owner after playground equipment installation
Play Area 1: Age Group: 2-5 year old Size: Approx. 80’x80’ square (6,400 sq ft) playground area. Minimum Features: <ul style="list-style-type: none">• Singular play structure with (2) platform levels, max platform height 6’• 4.5" pole O.D.• (2) slides• (6) swings; (2) inclusive and (4) regular belt swings, No "S" hook hardware• (3) independent climbers/play objects away from main structure (no free-standing arch climbers)• (1) Approx. 20’ x 20’ x 8’ single-post cantilevered shade canopy
Play Area 2: Age Group: 6-12 year old Size: Approx. 80’x80’ square (6,400 sq ft) playground area. Minimum Features: <ul style="list-style-type: none">• Singular play structure with (2) or (3) platform levels, max platform height 8’• 4.5" pole O.D.• (2) slides• (8) swings, all standard belt swings. No "S" hook hardware, must all be bolt closed• (4) independent climber/play objects away from main play structure

Preferred Play System Qualities and Basic Requirements:

- All play system elements must demonstrate the highest level of durability in materials and finishes selected in consideration of child health and safety.
- Play structures and amenities must be age appropriate with proper signage.

- All equipment must meet and/or exceed all federal, CPSC, ASTM & IPEMA guidelines. Documentation of compliance must be provided to the District with the Vendor's proposal.
- All equipment must comply with Americans with Disabilities Act (ADA). The designs submitted by the Vendor must incorporate either a transfer platform or ramp in each design when necessary

EVALUATION OF PROPOSALS:

School District Personnel will review the written proposals and will determine the top Vendor. The proposed equipment for both areas will be evaluated together to develop final proposal rankings for this project. Evaluation of the proposals will be conducted, based on the following:

- Responsiveness to the RFP and the criteria
- Proposed site equipment designs and concepts address design guidelines and specifications
- Safety and Accessibility
- Quality of design, play value and target demographic
- Quality, durability and ease of maintenance of the proposed equipment
- Reputation and reliability of manufacturer
- Ability of proposed design to meet IPEMA certification requirements and comply with current ADA, CPSC, and ASTM guidelines.
- Ability to meet the proposed timelines.

Based on the proposal evaluations, the School District staff will make Vendor/design recommendation(s) to the Waukee Community School District Board of Education who will make the final determination and select the Vendor(s) for this project. Upon acceptance, the District reserves the right to make minor changes to the selected design within the project scope and budget.

EXAMPLES OF EQUIPMENT:

The manufacturer/supplier shall submit with its proposal a list of sites in the Central Iowa area where examples of the equipment being proposed can be viewed by committee members. These examples need not be the exact units or components being proposed, but should be representative of the general size, type of materials, and quality of equipment being proposed. If the equipment is not able to be inspected in the Central Iowa area, the manufacturer / supplier shall indicate where the equipment has been installed and provide adequate photographic evidence to show in detail the proposed equipment. A minimum of three (3) references must also be included with the proposal-giving name of contact person, address, and phone number.

TYPES OF EQUIPMENT:

The type of playground equipment to be included in the proposal is as follows:

1. Multi-component, modular play systems (no wooden structures)
2. 8' Swing apparatus (single- or arched-post)
3. 8' cantilevered shade structure (single-post)

CRITERIA:

To be considered for this project, equipment included in the proposal must meet the following criteria:

1. Equipment must meet all current guidelines of the U.S. Consumer Product Safety Commission (CPSC), and all American Society for Testing and Materials (ASTM) standards for play equipment for public use, and the proposal must include signed, written certification of same from the manufacturer or its representative.
2. All equipment proposed to be furnished in response to this RFP shall meet the following minimum requirements:
 - a. Main Upright Platform Posts: Minimum 4-1/2" O.D., 0.120" wall thickness, aluminum, round, powder coated.
 - b. Decks/Ramps: Vinyl-coated, expanded metal; or vinyl-coated punched steel or aluminum (no plate steel or wooden decks).
 - c. Decks/Ramps: Must be multi-post supported and contain a minimum of 14 square feet of area each. Can be square, rectangular, or multi-sided. Triangular decks are acceptable as long as no components are

attached to them. They can for example be used to step up to a higher deck. In this case, the 14 square foot minimum would not apply.

- d. Decks/Ramps: Maximum height of 6'-6" from the top of protective surfacing.
 - e. No fiberglass, wood, or polished stainless-steel parts or components (such as slide bed ways) will be accepted.
 - f. All Hardware and fasteners must use tamper-proof star-drive heads (Torx or similar). Tamper-proof Allen heads will not be accepted.
 - g. All bolts must have thread adhesive (Loctite, threadlock, etc)
3. All equipment furnished under this proposal shall be designed and constructed in such a way that the equipment can be installed with conventional, poured-in-place concrete footings. Typical footing post depths should extend a minimum of 35" below the bottom of a 12" protective surfacing layer.
 4. Prices shall include the total cost of the items complete, including delivery, offloading, and subsequent handling to the school; installation labor and materials; and fees for dumpsters, debris hauling or other trash/materials removal including spoils from excavations. Prices shall apply through March 25, 2022 when ordering will be complete.
 5. Multi-component, modular play units shall be designed in a semi-compact fashion as opposed to more "linear" or "spread out" forms. Modular units, when complete, should "fit" within the sites. Proposed site plans at an appropriate scale are attached in EXHIBIT A for reference. The modular play units MUST fit within these designated areas. The playground design must also allow for the manufacturer's recommended safety zones on all sides of the actual play unit.
 6. Importance has been placed on the separation of age groups (2-5 year old and 6-12 year old) within the playground areas shown in the attached EXHIBIT A site plan.
 7. All materials for each play unit must be identical. However, difference in layout and design is acceptable, desirable, and may be necessary due to site differences.
 8. Transfer stations / step systems should be located on all play structure units.
 9. The potential for vandalism should be considered when including activity panels or other easily vandalized components.

EQUIPMENT CONSIDERATIONS:

Proposals (including design and layout drawings) for the following types of play equipment will be considered. Multi-component, modular play equipment systems with attached components may consist of, but are not necessarily limited to, the following:

1. Multi-level decks of vinyl-coated, expanded metal material or vinyl-coated punched steel or aluminum.
2. Straight or wave slides of rotationally-molded polyethylene materials with ultraviolet light stabilizers and color molded in. Slide beds and siderails must be molded as a unit of the same material. These units may be installed in sections for ease of shipping and installation. Slides must provide a runout section.
3. Spiral slides of rotationally-molded polyethylene materials with ultraviolet light stabilizers and color molded in. Slide beds and siderails must be molded as a unit of the same material. These units may be installed in sections for ease of shipping and installation. Siderails must measure a minimum of 6 inches above the slide bed. Slides must provide a runout section.
4. Horizontal and/or vertical ladders, with rungs or bars, straight or curved, with necessary grab-bars, enclosures, etc.
5. Clatter bridges and/or fixed bridges of vinyl-coated, expanded metal with necessary handrails/guardrails. No plastic bridges.
6. No attached swings.
7. Tunnels, tubes, and cubes of rotationally-molded polyethylene materials with ultraviolet light stabilizers and color molded in. Must provide good visibility to interior.
8. Climbers and ladders of powder coated metal attached to decks. Can be spiral, straight, or arched (cannot be the only climber on the 2-5 play system); with loop steps or bar steps.
9. Attached steering wheels, activity panels, bubble panels, etc. Note-: All deck openings must have either attached components or wall enclosures. (Bars or solid panels as required by CPSC or ASTM)
10. Deck roofs made of rotationally-molded polyethylene or powder coated metal may be used.
11. Talk tubes without attached phones, cords, etc.

12. Track ride. Note: Detail of track ride mechanism must be provided as a part of proposal. Not to be used on 2-5 play system.

ACCESSIBILITY:

The Waukee Community School District is committed to making all of its playgrounds as accessible to persons with disabilities as possible. Because of this, manufacturers and suppliers are required to submit, as part of their proposal, equipment that is accessible to all persons, regardless of physical ability or capability, within the intent of the 1990 Americans with Disabilities Act (ADA). Input on the proposals will be received from the committee, District staff, and experts in the field of accessibility to ensure that everything possible has been done to meet our goal of accessibility.

The following criteria have been developed as guidelines for the manufacturers and suppliers responding to this RFP:

1. Equipment which is proposed as "ADA Compliant or ADA Accessible", must be as accessible as possible to all children from able-bodied to those with a wide range of disabilities. The equipment should in no way be designed so that the play value to able-bodied children is reduced.
2. A transfer station or transfer deck with appropriately sized decks, grab-bars, etc. should be included on all units.
3. Additional play events attached to the deck structures may be included at ground level as part of accessibility features.
4. It is the intent of the Waukee Community School District that all new playgrounds shall be accessible to as wide a range of children with as many levels of physical ability as possible. Manufacturers are strongly encouraged to respond to this intent.

PROPOSAL REQUIREMENTS:

Each manufacturer or vendor must submit one (1) "Toddler Aged" (2-5 year old) modular playground layout, (1) swing apparatus, and (1) shade canopy; (1) separate "School Aged" (6-12 year old) modular playground layout and (1) swing apparatus for the school site in response to this RFP. Each layout must meet all of the criteria and requirements listed herein to be considered, and must be accompanied by the following minimum information:

GENERAL INFORMATION - Required on all proposals

1. Name, address, and phone number of the manufacturer, and the Iowa area representative, if applicable. Signature of company officer or designated sales representative as stated above.
2. A Plan View of each playground showing the following:
 - a. Play unit with each piece or component within the modular unit identified with name and model number, including decks and step units.
 - b. Outline of manufacturer's recommended safe use zones.
 - c. Areas requiring accessible protective surfacing.
 - d. Scale of the drawing must be 1/8" = 1'-0" or larger.
 - e. Outline of proposed sidewalks, curbing, and seating areas.
3. 3-Dimensional CAD drawing or photograph of one (1) perspective view of each modular unit.
4. Total cost of each modular unit & swing, including shipping to Waukee.
5. Guaranteed period of delivery time from date of order.
6. Complete Specification Sheet for each component (including decks and attached components) that lists materials, sizes, and part numbers. (One Copy Only- attached in original)
7. Installation instructions and footing layout. (One Copy Only- attached in original)
8. List of sites where similar equipment may be viewed in Central Iowa, or photographs, as stated above.
9. List of at least three (3) references with name, address, and phone number.
10. CPSC and ASTM Compliance Statement, as stated above.
11. Color choices for each item, with color charts or chips.
12. Samples of materials. (One Set Only)
13. All warranty information.
14. Any other information which the manufacturer or sales representative feels will help the Waukee Community School District in its review and evaluation of the proposal.

In addition to the above items, the manufacturer will be required to provide the following services. Your proposal should state whether or not these services are available. Any costs associated with the following should be included in the total cost of each unit.

1. On-site periodic supervision of installation by Contractor. Describe qualifications of supervisor and extent of supervision typically provided. (i.e. one day, total supervision until complete, etc.)
2. Maintenance and inspection materials.

EXHIBIT B - EXAMPLE PHOTO 1
WATERFORD ELEMENTARY SCHOOL
PLAY AREA 1 (2-5 YEAR OLD)



EXHIBIT B - EXAMPLE PHOTO 2
WATERFORD ELEMENTARY SCHOOL
PLAY AREA 2 (6-12 YEAR OLD)

