

City of Scottsbluff, Nebraska

Monday, March 3, 2014

Regular Meeting

Item Consent5

Council to approve the Request for Proposals for a Splash Pad and authorize the City Clerk to advertise for bids to be received by March 25, 2014 at 2:00 p.m.

Staff Contact: Perry Mader, Park and Rec Director

Agenda Statement

Item No.

For meeting of: March 3rd, 2014

AGENDA TITLE: Council to approve Request For Proposals for Splash Pad at Veterans Park.

SUBMITTED BY DEPARTMENT/ORGANIZATION: Scottsbluff Parks and Recreation

PRESENTATION BY: City Manager Rick Kuckkahn

SUMMARY EXPLANATION:

The Scottsbluff Parks and Recreation Department is soliciting Requests For Proposals for a Splash Pad in Veterans Park. This is a CIP item with a budget of \$60,000. The pad will be approximately 50' x 50' with all recessed features (fountains).

Bid opening is scheduled for March 25th at 2:00 p.m.

EXHIBITS

Resolution x

Ordinance ☐

Contract ☐

Minutes ☐

Plan/Map ☐

Other (specify) _____

NOTIFICATION LIST: Yes ☐ No ☐ Further Instructions ☐

APPROVAL FOR SUBMITTAL: _____

City Manager

Rev 3/1/99CClerk

**CITY OF SCOTTSBLUFF
NOTICE TO BIDDERS**

The City of Scottsbluff is requesting proposals to design and provide for one Splash Pad at Veteran's Park, Scottsbluff, NE. The City will select one supplier to provide equipment and materials for the park.

Sealed bids will be received by the City of Scottsbluff, Nebraska at the office of the City Clerk, 2525 Circle Drive, Scottsbluff, NE 69361 until 2:00 P.M., March 25, 2014.

Specifications and Instructions to Bidders are available at the office of the City Clerk.

The Council reserves the right to reject any and all bids and to waive irregularities.

/s/Cindy Dickinson
City Clerk

Publish Three Times: 3/7/14; 3/14/14; & 3/21/14

One affidavit of publication requested

REQUEST FOR PROPOSALS (RFP) TO DESIGN AND PROCURE SPLASH PAD AT VETERAN'S PARK

The City of Scottsbluff (City) is requesting proposals to design and provide one splash pad at Veteran's Park. The City will select one (1) Supplier to provide equipment and materials for the park as outlined in this request.

SCOPE OF PROJECT

General: The below specification describes the components of a complete Sprayground equipment system **with a budget of \$60,000**. The system includes but is not limited to those components necessary to make up a completely operational system. The spray pad system is designed to operate as a water to waste system.

1. The system will be located in Scottsbluff, NE at Veterans Park. The intent is to operate the sprayground during warm weather months.
2. All embed spray features with the potential of above grade spray features with interchangeable system to allow reconfiguration of the Sprayground at a later date.
3. The control system will allow the future operation of different groups of features and/or individual features, in varying configurations, sequencing, activating individual features, and provide time of schedule. An above ground feature controller may be itemized separately. The controller must control the operational variation pattern to be determined by owner. The controller must operate the solenoid valves to change spray values of individual interactive spray features, and have on site accessible control.
4. The Sprayground equipment (fiberglass spray features, embed sprays, drains, pumps, filtration, controls, manifold, sensors) will be furnished under this contract. The Sprayground equipment manufacturer will coordinate the delivery of the equipment to accommodate the installing contractor installation schedule. Should the sprayground equipment be ready prior to the installing contractors required delivery, the sprayground equipment manufactured shall make arrangements with the City to store the equipment at the Parks shop.

The Sprayground system shall consist of:

1. Multi-station interactive features as itemized herein;
2. Sprayground display system including valves, piping, and specialties.
3. Sprayground valves, piping, controllers, and related accessories.
4. Sprayground plumbing services including water and sewer, to designated points of connection with site utilities.
5. All electrical equipment, wiring, and conduit necessary for full operation of the sprayground as shown on the drawings.
6. Any other necessary specialties required for proper installation of the sprayground and related equipment resulting in a complete and useable sprayground.

SUBMITTALS

- A. Product Data: For each of the products indicated. Include construction details, material descriptions, dimensions of individual components and profiles. Include rated capacities, operating characteristics, electrical characteristics, and furnish specialties and accessories.
- B. Shop Drawings: For fabricated equipment. Include plans, elevations, and sections, roughing-in dimensions, fabrication details, utility service requirements and attachments to other work.
- C. Wiring Diagram: For power, signal, and control wiring. Provide both power and control signal line drawings and ladder diagrams. Provide interconnecting control wiring

diagrams with lags and labels for each wire and termination. Wiring diagrams will be provided no later than 30 days from signed contract.

- D. Coordination Drawings: Indicate locations of Aquatic Playground and connections to utilities. Include plans and elevations; clearance requirements for equipment access and maintenance; details of support for equipment; and utility service characteristics.
- E. Operation and Maintenance Data: Provide all operation and maintenance manuals for all individual components and complete system. The operation and maintenance manuals shall include all seasonal requirements of start-up and shutdown, and any other information unique to this system. At minimum the manufacturer will provide the following:
 - 1. Sequence of operation
 - 2. Controls functions; internal and external
 - 3. Control equipment requirements
 - 4. Seasonal start-up and shutdown requirements
 - 5. Parts lists
 - 6. Warranty information

Sprayground equipment manufacturer assumes sole responsibility for the delivery and successful integration of all equipment to meet the performance requirements of the contract documents and specifications.

Product Schedule: For each Aquatic Playground item, include the following:

- 1. Designation indicated on drawings.
- 2. Manufacturer's name and model number.
- 3. List of factory-authorized service agencies including their address and telephone numbers.

QUALITY ASSURANCE

- A. All materials shall be new and shall conform to applicable standards as specified herein.
- B. All work shall be executed by workmen skilled in the craft that they are assigned.
- C. All Aquatic Playground equipment required by the specifications and/or the drawings shall be supplied by a single Aquatic Playground Manufacturer unless otherwise specified herein.
- D. The Manufacturer must currently be in the business of supplying Aquatic Playground equipment, similar in size and complexity. The Manufacturer shall provide written documentation of supplying Aquatic Playground equipment, for a minimum five (5) years of experience and shall have previously supplied Aquatic Playground system design, drawing and equipment, similar in size and complexity to this project.
- E. The Manufacturer shall also provide engineering design as it pertains to the Aquatic Playground system and the equipment supplied, referring specifically to complete hydraulic and electrical design. This shall include, but not limited to: spray effects, Aquatic Playground system, filtration system, water level control system, pump selection, piping system sizing and layout.
- F. The engineering design information shall be delineated on the final schematic, installation, and detail shop drawings showing the proper installation of the Manufacturer's equipment. The drawings shall be furnished as an integral part of their Aquatic Playground equipment package. Preliminary drawings shall not be used for installation.
- G. Pre-installation Conference: Conduct conference at Project site prior to commencement of construction of Aquatic Playground system and equipment.

COORDINATION

- A. Coordinate Sprayground layout and installation with other work, including potable water distribution, electrical power, sanitary system, storm drain system, etc.
- B. Coordinate location and requirements of utility service connections.
- C. Coordinate size, location, and requirements.

WARRANTY

A. Sprayground Equipment Warranty: manufacturer's standard form in which manufacturer agrees to repair or replace components or equipment that fail in a materials or workmanship within specified warranty period.

1. Warranty Period: 15 years minimum from date of substantial completion against corrosion, material and workmanship will be warranted for not less than 5 years, and electrical components will be warranted for not less than 1 year.

GENERAL

1. Approximate size of pad is 50' x 50'
2. Please include age zones in your proposal
3. Include locations and types of deck drains
4. Include method of activation (recessed activation or post bollard)
5. Include types of pumps, piping and fixtures. (PVC, Fiberglass, Stainless Steel, etc.)
6. List description and capability of controller (CPU) as these devices vary.

Questions concerning the bid should be directed to:

Perry Mader
Director of Parks & Recreation
2525 Circle Drive
Scottsbluff, NE 69361
308-632-0057
pmader@scottsbluff.org

The City of Scottsbluff shall be exempt for any liability for costs incurred by unsuccessful Suppliers in preparation of the proposals.

DESIGN ELEMENT GUIDELINES & SPECIFICATIONS

Suppliers should base their splash pad 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, cost, and appropriateness to location and target demographic must be taken into consideration in the design of these systems.

PROPOSAL SUBMITTAL AND CONTENT

Sealed proposals must be submitted to the Scottsbluff City Clerk's Office by **2:00 pm MST, March 25th, 2014** and must be addressed as follows:

Proposal for Splash Pad
Attn: Cindy Dickinson, City Clerk
Scottsbluff City Hall
2525 Circle Drive
Scottsbluff, NE 69361

Proposals must include complete drawings and specifications. Bids must list the cost of the equipment. The City reserves the right to reject any and all proposals with or without cause, and to accept proposals which it considers most favorable.

Delivery costs must be included in the proposal. Payment for equipment and materials will be sent within sixty (60) days after delivery and invoicing of the systems.

All proposal amounts shall be guaranteed for not less than ninety (90) days after the proposal submittal deadline date.

No proposal may be withdrawn within a period of sixty (60) days after the bid opening date. Prices shall include delivery f.o.b., freight paid by the bidder to the jobsite.

The Supplier must submit three (2) hard copies and one (1) electronic copy, on a CD, of the proposal to the address listed above. All Proposals must comply with the specifications and guidelines provided in this document.

The City of Scottsbluff reserves the right to negotiate an agreement based on fair and reasonable compensation for the scope of work and services proposed, as well as the right to reject any and all responses deemed unqualified, unsatisfactory or inappropriate at the sole discretion of the City.

EVALUATION AND SELECTION PROCESS

Proposals will be evaluated by a selection committee based on the following criteria:

<u>Criteria</u>	<u>Points</u>
1. Proposal addresses design guidelines and specifications	0-25
2. Quality of design	0-20
3. Quality and durability of equipment	0-20
4. Reputation and reliability of manufacturer	0-10
5. <u>Overall quality of Proposal</u>	<u>0-10</u>
Maximum Points:	85

PLEASE NOTE: Additional points may be given for designers that include a method to recapture water from the Splash Pad and use for other purposes for recycling purposes.

The award will be made to the qualified Supplier whose proposal is deemed most advantageous to the City, all factors considered. Unsuccessful Suppliers will be notified in writing as soon as possible.

Any objections to published specifications must be filed in written form with the City Clerk prior to the RFP due date of **2:00 p.m. March 25th, 2014.**

Cindy Dickinson, City Clerk