



La Crosse County
Request for Proposal

Goose Island Beach
Playground Equipment and Installation

November 16, 2021

FACILITIES DEPARTMENT
LA CROSSE COUNTY
212 6th STREET NORTH, ROOM 1800; LA CROSSE WI 54601

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Section 1 - RFP Overview

1.1 Introduction

The objective of this Request for Proposal (RFP) is to select a vendor for the purchase and installation of a modular playground equipment structure at Goose Island County Campground. The playground equipment shall be of a creative and natural design offering a variety of sensory experiences, meet current industry safety standards and serve children ages 2 to 12. Creative activities with a natural earthy aesthetic and effective use of space are a priority.

Section 2 - Proposal Submittal Instructions

2.1 RFP Schedule

The following is a list of the important dates for activities related to the RFP process. The County reserves the right to change these dates and will post the changes on its web site.

Activity	Time	Date
RFP released**		November 16, 2021
Submission of proposals	1:00 PM	December 20, 2021
Public Works and Infrastructure Committee meeting**		January 10, 2022

**Please note that this is the scheduled date as of the release of this RFP. It is the vendor's responsibility to be aware of Committee Meeting times and dates. This information can be accessed on the County web site at <http://www.lacrossecounty.org> or by contacting the County Clerk's office at 608-785-9623.

2.2 RFP location

This RFP is posted on the La Crosse County web site. The County reserves the right to amend this RFP at any time. In the event it becomes necessary to amend, alter or delete any part of the RFP, changes to the RFP will be posted on the web site. It is the vendor's responsibility to be aware of amendments that are posted on the web site. The address is:

<https://lacrossecounty.org/home/business/requests-for-proposals/requests-for-proposals>

2.3 Submission of Questions

Scope of Work Questions:

Ryan Westpfahl, Facilities Department, 608-785-9770
rwestpfahl@lacrossecounty.org

Procurement Process Questions:

Bryan Jostad, Finance Department, 608-785-5879
bjostad@lacrossecounty.org

2.4 Submission of Proposals

All proposals shall be submitted in complete original form. No faxed or emailed proposals will be accepted. Proposals shall be sealed and marked **"GI Playground Equipment"**. **Vendors shall submit two (2) copies in paper format and one (1) copy on a jump drive.**

Sealed Proposals must be delivered no later than 1:00 pm, December 20, 2021 to:

**Ryan Westpfahl
Suite 1800, Facilities Department
212 North 6th Street
La Crosse, WI 54601**

Proposals received after the above date and time will be returned unopened.

2.5 Opening of Proposals

The proposals will be publicly opened at 1:05 pm, December 20, 2021 in the following location:

Facilities Department
Suite 1800, 212 North 6th Street
La Crosse, WI 54601

At that time, the names of vendors who properly submitted proposals will be announced. Announcement of the names of the vendors who submitted proposals is not a guarantee that the proposals otherwise comply with the specifications of this RFP.

2.6 Other information

Vendors may submit any other information that is not described in this proposal that would be beneficial to the County. If in the vendor's opinion the County has overlooked anything material or relevant, such item(s) may be brought to the County's attention and be included in the proposal.

2.7 Amendments to the RFP

In the event it becomes necessary to amend, alter or delete any part of the RFP, changes to the RFP will be posted on the website. The address is:

<https://lacrossecounty.org/home/business/requests-for-proposals/requests-for-proposals>

Section 3 - Qualifications

3.1 Vendor Information

- A. Letter of introduction that includes name of contact person and contact information (email address, phone number, etc.). Include qualifications with designing and installing similar playground equipment, your philosophy of play and experience with projects of similar size.
- B. Office location(s) that would service this proposal.
- C. Proposals should include a brief history and introduction of the company or firm, and the firm's understanding of the services to be performed.

3.2 References

Provide a list of at least three public or private references for whom you have provided products/services like those proposed. References are to include agency name, address, contact person, title, phone number, email address and contract budget amount.

3.3 Insurance

- A. Vendor agrees that in order to protect itself as well as La Crosse County, its officers, Boards, and employees under the indemnity provisions set forth in the paragraph above, vendor will at all times, during the terms of this contract, keep in force insurance policies issued by an insurance company authorized to do business and licensed in the State of Wisconsin. Unless otherwise

specified in WI Statutes, the types of insurance coverage and minimum amounts shall be as follows:

1. Workers' Compensation: minimum amount statutory
 2. Comprehensive General Liability: \$1,000,000 per occurrence and in aggregate for bodily injury and property damage
 3. Excess Liability coverage: \$1,000,000 over the General Liability
- B. The Purchaser shall be given thirty (30) days advanced written notice of any cancellation or non-renewal of insurance during the term of this contract. Upon execution of this contract, the vendor will furnish Purchaser with written verification of the existence of such insurance. In the event of any action, suit, or proceedings against Purchaser upon any matter herein indemnified against, Purchaser shall within five (5) working days cause notice in writing thereof to be given to vendor by certified mail, addressed to its post office address. Purchaser shall cooperate with vendor and its attorneys in defense of any action, suit, or other proceedings.

Section 4 - Scope of Work

4.1 Introduction

The La Crosse County Facilities Department desires to purchase a modular playground equipment structure for Goose Island Campground. This equipment will be installed in the beach area of the campground and should complement existing equipment that include a small climbing wall, a tic tac toe board, and a spring mounted pony rider. The campground is located three miles south of La Crosse, located within a wildlife refuge and on the backwaters of the Mississippi River.

4.2 Scope of Work

It is the intent of these specifications to obtain proposals on a new, currently advertised, standard production modular playground equipment structure. The playground equipment shall be of a creative and natural design offering a variety of sensory experiences, meet current industry safety standards and serve preschool and elementary age playground users. Creative activities with a natural earthy aesthetic and effective use of space are a priority. The design and configuration of the structure should be expandable for future phase additions and designed to fit the site with that in mind. Proposal must provide sufficient documentation to define the items being provided in this scope of work. Such documentation may include but is not limited to vendor catalog sheets, general data sheets, drawings and sketches or specification and warranty information.

1. The budget for the playground equipment, delivery and installation is \$40,000. The price for installation by the manufacturer's certified installers for the equipment should be listed separately. Please also list separately the price for a county employee assisted installation to be scheduled on week days between the hours of 7 am to 3:30 pm. Delivery and installation of the equipment must be complete before Memorial Day 2022.
2. Vendors shall include at minimum one 11x17 2d site plan and color 3d drawing of the play structure that is being proposed.
3. A maintenance kit is to be supplied with the equipment.
4. Manufacturer's warranty information must be provided in writing on each item being proposed.
5. Installation specifications must be provided in writing for all play elements.
6. Provide manufacturer's installers certification.

4.2 Site Specifications

The area dimension for the playground equipment is identified on page 9, "Playground Equipment Area Specifications Goose Island Beach Site." La Crosse County staff will prepare the site for installation to include removal of the existing equipment and provide sand surfacing upon completion of installation.

1. All proposals shall be fully compliant with current CPSC and ASTM standards. All equipment and plans shall be compliant with the full intent of ADA requirements for public playgrounds.
2. All equipment to be IPEMA (International Playground Equipment Manufacturer's Association) certified.
3. The play structures shall accommodate preschool and elementary age playground users.
4. The playground equipment shall be of a creative and natural design providing interactive and challenging play opportunities that offer a variety of sensory experiences.
5. Due to the area dimension for the playground equipment, preference is towards a more compact design for the modular structure versus a long sprawling design.
6. At least two slides, with one being 4' or less and one being 8' tall.
7. At minimum 10 play elements are desired.
8. The play structures shall consist of aluminum or galvanized posts. Connection clamps shall connect directly to the post with two connections for the tightest fit possible. No wedges, hinges or collars. All hardware connection to be stainless steel with no hardware connections on the deck surface. All link connections will be closed chain fastener bolt links with no "S" hook type connections. Wood shall not be permitted.

Section 5 - How to respond to this RFP

Proposals submitted in response to this RFP must meet the specification set forth herein. Proposals must be clear and succinct. Only those Vendors that provide complete information as required will be considered for evaluation. Any major deviation from these specifications will be cause for rejection of the proposal at the County's discretion.

1. Vendor shall provide a written response and/or include documentation as specified in Section 3, Qualifications.
2. Vendor shall provide a written response and/or include documentation as specified in Section 4, Scope of Work.
3. Vendor shall complete and attach Vendor Signature Form.
4. Refer to Section 2 for submittal instructions.

Section 6 - Evaluation of Proposals

Desirable proposals achieve high standards in quality, safety, functionality, appearance, reliability, and maintenance. An evaluation team will review and score each proposal according to the evaluation criteria and point factors listed below.

Category	Points
Aesthetics and design conformity to allotted space	50
Number of play activities and play value	50
Material, durability and warranty	50
Qualifications of the contractor/vendor	20
Price	20
Installation	20
Total	100

The recommended proposal will be reviewed and approved by the La Crosse County Public Works and Infrastructure Committee. The successful proposer will be expected to enter into a written contract with La Crosse County for the purchase and installation of the equipment.

La Crosse County reserves the right to accept or reject any or all proposals or portions thereof without stated cause. La Crosse County shall be free to allocate said proposals in any way most advantageous to the County.

Section 7 - Terms and Conditions

- 7.1** The County reserves the right to accept or reject any or all proposals or portions thereof without stated cause.
- 7.2.** The County reserves the right to re-issue any requests for proposals.
- 7.3.** Upon the selection of a finalist, La County by its proper officials, employees, or agents shall attempt to negotiate and reach a final agreement with this vendor. If the County, for any reason, is unable to reach a final agreement with this vendor; La County reserves the right to reject such vendor and negotiate a final agreement with the vendor who has the next most viable proposal. The County may also elect to reject all proposals and re-issue a request for proposal.
- 7.4** Clarification of proposals: The County reserves the right to obtain clarification of any point in a vendor's proposal or obtain additional information.
- 7.5** The County is not bound to accept the proposal with the lowest cost but may accept the proposal that demonstrates the best ability to meet the needs of the County.
- 7.6** The County reserves the right to waive any formalities, defects, or irregularities in any proposal, response, and/or submittal where the acceptance, rejection, or waiving of such is in the best interests of the County.
- 7.7** The County reserves the right to disqualify any proposal, before or after opening, upon evidence of collusion, intent to defraud, or any other illegal practice on the part of the vendor.
- 7.8** The vendor agrees to the fullest extent permitted by law, to indemnify, defend and hold harmless, the Purchaser, and its agents, officers and employees, from and against all loss or expense including costs and attorney fees by reason of liability for damages including suits at law or in equity, caused by any wrongful, intentional, or negligent act or omission of the vendor, or its (their) agents and / or sub-contractors which may arise out of or connected with activities covered by this contract.
- 7.9** The selected vendor shall not subcontract or assign any interest in the contract and shall not transfer any interest in the same without prior written consent of the County.
- 7.10** No reports, information, or data given to or prepared by the firm under contract shall be made available to any individual or organization by the firm without the prior written approval of the County.
- 7.11** Should the selected vendor merge or be purchased by another individual or firm contract continuation would be at the County's option.
- 7.12** Ownership of Proposals: All proposals submitted on time become the property of the County upon submission, and the proposals will not be returned to the vendor. By submitting a proposal, the Responder agrees that the County may copy the proposal for purposes of facilitating the evaluation.
- 7.13** Public Records Law: All proposals are subject to the Wisconsin Public Records Law.
- 7.14** Other information: Vendor may submit any other information that is not described in this proposal that would be beneficial to the County. If in the vendor's opinion, the County has overlooked anything material or relevant, such item(s) may be brought to the County's attention and be included in the proposal.

ATTACHMENT:

- Playground Equipment Vendor Signature Form
- Playground Equipment Area Specifications Goose Island Beach Site

PLAYGROUND EQUIPMENT VENDOR SIGNATURE FORM



TO: Facilities Dept. – La Crosse County
212 6th Street North, room 1800
La Crosse, WI 54601

Bids close at 1:00 p.m., Monday, December 20, 2021
Bids will be opened at 1:05 p.m. on the same date and location.

DESCRIPTION OF ITEM BEING BID: _____

REMINDER: Include all attachments per specifications. Please itemize all features and specify variations from the minimum specifications.

<u>BID PRICE:</u>	<u>Structure</u>	<u>Installation</u>	<u>Assisted Install</u>
Goose Island Park Play Area	\$ _____	\$ _____	\$ _____
Delivery time frame:	_____		
Installation or Assisted Installation time frame:	_____		

Vendor Name: _____

Legal Name of Vendor: _____

Vendor Address: _____

Sales Representative: _____

Phone: _____

Email: _____

The above information and attached proposal is true and correct to the best of my knowledge.

I have read and understand the requirements of this RFP for Goose Island Beach Playground Equipment and Installation and agree to comply except as noted. The proposed fee shall include all labor, material, and equipment to provide the scope of work as described in this RFP. I understand that La Crosse County reserves the right to accept or reject any or all proposals without stated cause. I also understand that La Crosse County may allocate said proposals in any way most advantageous to the County.

Exceptions: _____

Authorized Signature: _____

Printed Name: _____

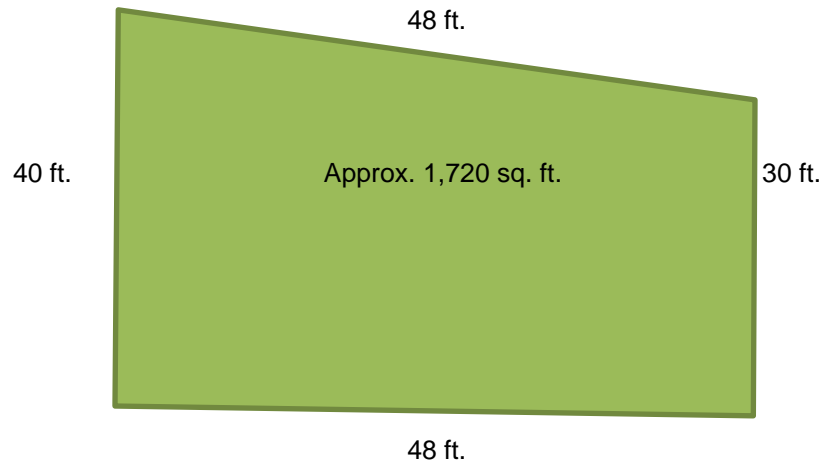
Title: _____

Phone #: _____

Date: _____

Federal Identification Number: _____

PLAYGROUND EQUIPMENT AREA SPECIFICATIONS GOOSE ISLAND BEACH SITE



- All measurements are approximate
 - Area of 1,722.9 sq ft and perimeter of 168.1 feet
- There are three existing play elements south of the existing playground:
 - small climbing wall
 - tic-tac-toe board
 - spring-mounted pony rider
- Elements to be removed in the exiting area include:
 - Free-standing tire swing
 - Free-standing teeter-totter mount
 - Large wooden playground structure

