

**REQUEST FOR PROPOSAL  
PLAYGROUND EQUIPMENT REMOVAL AND INSTALLATION, SAFETY  
COVERING, BENCHES, BLEACHERS, AND SHADE COVERINGS FOR  
COUNTRY CLUB AND KYNETTE PARKS**

**City of Forsyth, Georgia**

**ISSUED BY:**

**City of Forsyth  
City Manager's Office  
P O Box 1447, 23 E Main Street  
Forsyth, Ga 31029**

**Playground locations:**

**Country Club Park, 343 Country Club Drive  
Kynette Park, 220 Kynette Street**

# REQUEST FOR PROPOSALS

## Background

The community parks are owned and managed by the City of Forsyth. The primary users of the park live in adjacent neighborhoods; however, some of the facilities at the parks attract users from outside the county. Existing facilities in the park include a wide range of equipment and activities. Country Club Park facilities include a Splashpad, Skatepark Pumptrack, playground, walking trail, and dog park. Kynette Park facilities include a basketball court, playground, and softball field.

The existing playground equipment at Country Club Park consists of a plastic structure that has a number of deficiencies and was purchased and installed in 1999.

The existing playground equipment removal should be included in the bid pricing as a separate item. Removal of equipment may be removed from the bid award. Providing a “no bid” for removal of existing equipment will not count against the provider. Service providers may submit more than one proposal, if they offer a variety of equipment options.

## Scope of Services

The City of Forsyth is requesting the following equipment for the separate parks:

### *Country Club Park*

Playground equipment and safety surface, adult exercise equipment, up to six (6) metal benches, and safety surface replacement at the swing set area.

The playground equipment can be made of metal, plastic, or a combination. The color of the equipment shall be earth-tone colors. The equipment proposed shall include at least two (2) metal benches.

The playground equipment should be in full compliance with both American Society for Testing and Materials (ASTM) and Consumer Product Safety Commission (CPSC) guidelines. The equipment shall be accessible to the handicapped in accordance with State and Federal laws.

Each proposal shall recommend and include safety surface material that is believed to be the best value for the money. A portion of the safety surface shall be handicapped accessible. The current surface material is ground cover only.

The City plans to have the successful bidder install the playground. Each proposal shall include the total cost for installing the equipment and safety surface. The successful bidder shall provide all insurance necessary for the installation portion of this project.

### *Kynette Park*

Replacement of spectator bleachers at the softball field, covering or shade over the bleachers, and covering or shade over the playground equipment.

## **General Information**

### Issuing Office and Point of Contact

This Request for Proposals (RFP) is issued by the City of Forsyth. The City Manager is to be the sole point of contact for any questions related to the RFP. Questions should be directed to Janice Hall via phone at 478-994-5649 or via email to [jhall@cityofforsyth.com](mailto:jhall@cityofforsyth.com) with preferred method of contact being email.

### Limitations of Liability

The City of Forsyth assumes no responsibility and no liability for costs incurred by proposers in responding to this RFP, or in responding to any further request for interviews, additional data, etc., prior to the issuance of a contract.

### Rejection of Proposals

The City of Forsyth reserves the right to reject any or all proposals, or to award contracts in whole or in part, if this is held to be in the City's best interest.

### Modification of Requirements

The City of Forsyth reserves the right to modify any technical and submission requirements associated with this proposal.

### Type of Contract and Compensation

The City expects to negotiate a lump sum contract. Payment will be made within 30 days of acceptance by the City of Forsyth.

### Use of Sub-Contractors and/or Consultants

The use of other sub-contractors and/or consultants is acceptable at the discretion of the proposer. However, if consultants or sub-contractors are used, they must be identified in the proposal. The successful proposer will assume all contract responsibilities within his/her agreement with the City. The City will not be held liable for the actions of a proposer's sub-contractors or consultants.

### Format for Proposals

Proposers are encouraged to be concise and proposals must include, but are not limited to, the following:

- a) Letter of transmittal and completed BID SHEET;
- b) A detailed listing of all equipment proposed with cut sheets providing all specifications, a detailed description of the provisions provided for handicapped accessibility, compliance with ASTM and CPSC guidelines should be specified;
- c) Full description of the extent of the product warranty provided for all equipment;

- d) Installation schedule;
- e) Qualifications of key personnel proposed to be assigned to this job;
- f) Location of the office from which the management of this project will be performed;
- g) A listing of at least three sites, preferably nearby, with comparable equipment, and a name and phone number of a contact person for each site.

Deadline for Receipt of Proposals and Selection Schedule

All proposals in response to this RFP must be received in a sealed envelope and clearly marked as "PARK EQUIPMENT" no later than 4:00 PM on Friday, April 22, 2022 at City Hall, 23 E Main Street, Forsyth Ga 31029. All bids will be opened at that time with a recommendation being made to City Council at their May 2, 2022 Council meeting. No late bids will be accepted.

**BID SHEET**

**1. BASE BID FOR COUNTRY CLUB PARK**

Playground Equipment Purchase	\$ _____
Installation of Equipment	\$ _____
Safety Surface Purchase	\$ _____
Installation of Safety Surface	\$ _____
Removal of existing playground equipment	\$ _____
Adult Exercise Equipment	\$ _____
Metal Benches	\$ _____
<b>TOTAL</b>	<b>\$ _____</b>

**2. BASE BID FOR KYNETTE PARK**

Bleachers	\$ _____
Covering or Shade for Bleachers	\$ _____
Covering or Shade for Playground	\$ _____
<b>TOTAL</b>	<b>\$ _____</b>