

**TOWN OF HILDEBRAN
ROYAL PARK SPLASH PAD
REQUEST FOR PROPOSALS**



Hildebran
North Carolina

Proposals Due:

***Friday, September 6, 2024
3:00 pm***

**C/O Logan Shook
Town of Hildebran
109 S Center Street
Hildebran, North Carolina 28637**

TOWN OF HILDEBRAN
Royal Park Splash Pad
Request for Proposals

INTRODUCTION

The Town of Hildebran, herein referred to as “Town”, is soliciting interested vendors for planning, furnishing, permitting, delivering and installing a splash pad at Royal Park. The Town will select the lowest responsive/responsible bidder and anticipates installation to be completed by January 2025. Incomplete or late submittals will not be considered. Questions may be forwarded to Logan Shook, Town Manager, at 828-397-5801.

SCOPE OF WORK

Plan, furnish, permit, deliver and install splash pad equipment as noted in the Project Specifications and Details, in accordance with specifications contained herein and manufacturer instructions. The proposed splash pad will be built in Royal Park, 202 S Center St, Hildebran, NC. Contractor will be responsible for making all necessary utility connections and any extensions and/or new taps if applicable. The successful bidder will be required to coordinate with our staff and acquire all necessary permits. The total cost of the splash pad design, equipment, utility connections, permits, furnishings, delivery, and installation costs, as well as any other associated items not specifically identified herein, to completely finish the project shall not exceed \$185,000.

Scope of Work Notes:

- DDI of Hickory (GC) is present at the location constructing other park items related to Royal Park;
- Existing splashpad location will be rough graded flat. Any topsoil will need to be removed and fine graded for concrete installation;
- An existing 8” pipe will be stubbed up in the middle of the pad to use for drainage. The pipe can be reduced down to the size needed for installation;
- A 2” water service will be provided within 5’ of the outer diameter of the pad. Connection will need to be made from the service to all components of the splashpad.

PROCUREMENT PROCESS

Town’s Rights and Options

The Town, at its sole discretion, reserves the following rights:

- supplement, amend, substitute or otherwise modify this RFP document at any time;
- determine which respondent, if any, shall be selected for negotiations;
- reject any or all proposals or information received pursuant to this RFP;

- cancel this RFP with or without the substitution of another RFP;
- request additional data or information after the submittal date, if such data or information is considered pertinent, in the Town's sole view, to aid the review and selection process;
- require one or more respondents to supplement, clarify or provide additional information in order for the municipality to evaluate the RFPs submitted;
- conduct investigations with respect to the qualifications and experience of each respondent;
- take any action affecting the RFP or the services or facilities subject to this RFP that would be in the best interests of the Town;
- waive any defect or technicality in any RFP received;
- reject any portion of any submittal and/or reject all submittals, to waive any informalities or irregularities in the submittals or to re-advertise.

Respondent's Rights and Options

1. This RFP is a public document. By responding to this RFP, respondents waive any challenge to the Town's decisions in this regard.
2. If any submittal contains confidential technical, financial or other types of information, the respondent must clearly label the specific portions sought to be kept confidential and specify the exemption that the respondent is relying upon. Marking all, or substantially all, of a response as confidential may result in the response being considered nonresponsive.
3. Notwithstanding the foregoing, respondents recognize and agree that the Town will not be responsible or liable in any way for any losses that the respondent may suffer from the disclosure of information or materials to third parties.
4. No interpretation or clarification of the meaning of any part of the RFP will be made orally to any respondent. Respondents must request such interpretation or clarification in writing from the Town by fax or email. The Town will circulate to all other respondents the questions and answers. All clarifications or addenda shall become part of this RFP.
 - a. The last day for questions is August 30, 2024.
 - b. Questions should be directed to Logan Shook, Town Manager.
Email: logan.shook@hildebrannc.org FAX: 828-397-7180.

PROJECT SPECIFICATIONS

1. The available budget for this project is \$185,000. This budget includes furnishing, delivering, permitting and installing all splash pad components and other furnishings within the area depicted on the plans. Bid price includes start up, activation and training of Town's staff and/or Certified

- Pad Operator. Two copies of maintenance data and operating instructions are required. Detail all applicable warranties for the splash pad and equipment.
2. Design a splash pad that makes efficient water consumption. The design shall be of the **flow-thru** type.
 3. In addition to all necessary flow-thru equipment, the system must also include an electronic system to program hours of operation.
 4. Flow rates, surface slope and drainage shall be designed to maximize park safety.
 5. The design shall be scaled appropriately for a neighborhood park which is open to a wide variety of demographics, use abilities, cultural backgrounds and all age groups.
 6. The splash pad area shall be at least 36' in diameter which includes a minimum three-foot paved overspray zone around the entire wet play perimeter. If within budget, the Town prefers a 40' pad with a three-foot paved overspray zone around the entire wet play perimeter.
 7. Structure must be made with vandal-resistant materials. Components shall have some type of weather-resistant powder coat color coating or other method to protect from rusting and ultraviolet light. All components shall be stainless steel or brass. PVC is allowed for underground piping only.
 8. Desirable equipment shall include a minimum of 20 stainless steel ground nozzles that spray up (unexpectedly if possible), at least 5 appropriately sized vertical features (three stainless steel water rings, one stainless steel dual dump bucket, and one stainless steel mushroom/umbrella) and a motion sensor. If an additional vertical feature or multiple vertical features are within budget, include those as a Bid Alternate.
 9. The splash pad will be activated by an activator button at the splash pad.
 10. The layout shall ensure that there is no over-spray beyond the boundaries of the drainage surface.
 11. All components and materials must be designed, manufactured and installed in accordance with ADAAG, ASTM, CPSC and IPEMA standards, in addition to all other applicable laws and requirements concerning public play equipment in the State of North Carolina. Structure must be wheelchair accessible.
 12. The splash pad shall be designed and constructed primarily for children ages 2-12 years of age. Consideration should be given to accessible features / play events.
 13. The splash pad should be easy to maintain.
 14. Attention should be given to the play surface and be composed of a suitable non-slip concrete pad.
 15. The splash pad area shall be a concrete surface. Bidder shall make good faith efforts to provide some decorative finish to the pad within available budget.

16. The Town will need to contact Duke Energy to supply power with an additional service or the contractor would have to provide power from an existing meter on site. The electrical line would need to be buried in conduit 24" below grade.

INSTALLATION

1. Contractor shall sequence work in a manner that will ensure proper installation of equipment, establish correct equipment heights, and provide for adequate drainage.
2. Contractor shall lay out splash pad area including equipment location and verify that all full safety zones are provided for prior to installation of any equipment. Contractor is fully responsible for complying with all standards and requirements previously established.
3. Contractor shall make all necessary utility connections (electric, water, sewer).
4. Contractor shall coordinate with Town in sequencing work with DDI of Hickory, our existing park general contractor.

PROPOSAL SUBMISSIONS

1. Proposals are due on Friday, September 6, 2024, at 3:00 p.m. EST.
2. Respondents are requested to submit three (3) copies of their proposal to Logan Shook, Town Manager, Hildebran Town Hall, 109 S Center St, Hildebran, NC 28637.
3. The proposals will be reviewed by the Town and the selected proposal will be presented to the Town Council for final approval.

SUBMITTAL REQUIREMENTS:

1. Proposals must be received in a sealed envelope with all the required information listed below and submitted by the due date in order to be deemed "responsive". Proposals must clearly be labeled per the information provided on the RFP cover sheet. Any proposals received after the deadline will not be accepted.
2. Proposals shall include an **Introduction**, giving a brief description of the bidder's relevant experience, comments on the proposed project, an overall approach to the project and identification of any subcontractors.
3. Proposals shall include a **Work Plan**, demonstrating how the project will be developed including all phases and a proposed schedule.
4. Proposals shall include a **Design**, including a detailed layout of the splash pad and:

- a. Provide two (2) detailed plan drawings and labeling specified equipment on an 11" x 17" sheet. Drawings shall be to scale and legible.
 - b. Provide three (3) 3D colored-renderings of the proposed layout plan. For uniformity of submittals splash pad color rendering shall have a blue and white color scheme. Drawings and plans shall be on an 11" x 17" sheet. Drawings shall be to scale and legible.
 - c. Provide specifications for all components utilized in the splash pad design.
 - d. Provide color palette of regularly available colors to select from for the designed splash pad unit(s). The Town may select a different color sequence other than in the original submittal.
5. The vendor must provide copies demonstrating proof of insurance in their submittal.
 - a. Commercial General Liability: Insurance endorsed for Independent Vendor, Professional Liability, Premises-Operations, Products/Completed Operations, Contractual, bodily injury and property damage with a combined single limit of not less than ONE MILLION DOLLARS (\$1,000,000.00) per occurrence.
 - b. Comprehensive Auto Liability: Endorsed for all owned and non-owned vehicles with a combined single limit of at least ONE MILLION DOLLARS (\$1,000,000.00) per occurrence for bodily injury and property damage.
 - c. Worker's Compensation: A program of Workers' Compensation insurance in an amount and form to meet all applicable requirements of the State of North Carolina and which specifically covers all persons providing services by or on behalf of vendor and all risks to such persons under this Agreement.
 - d. Product Liability: Vendor must have a minimum of FIVE MILLION DOLLARS (\$5,000,000) of product liability insurance.
 - e. If selected, vendor will name the Town as an "additional insured" on these insurance policies for the duration of the contract.
 6. Vendor must provide references from at least two other clients of similar scope that have been installed by their company in the last five (5) years. This information must include the contact's name, current telephone number and email address.
 7. References and experience for all subcontractors must be submitted. All subcontractors must be licensed, insured and bondable.
 8. Submit the Proposal Form provided in this RFP.

PROPOSAL REVIEW PROCESS:

1. As the Town is setting a maximum price limit of \$185,000 on all proposals, the Town will assess all proposals and make a recommendation as to the best

overall proposals based on the quality, aesthetics and play value in the equipment. Bidders should strive to provide a suitable number of amenities within the available space to provide a well thought out design without exceeding the available budget and not excessively filling the space with components. The splash pad is meant to be a gathering place for neighborhood children and not a destination facility, as the park is not equipped to handle very high demand.

2. The Town will also assess product specifications to ensure they meet the minimum requirements as referred to in PROJECT SPECIFICATIONS.
3. As no two splash pads are alike, the Town will review proposals based on the following criteria:
 - a. Overall design
 - b. Play value
 - c. Simplicity
 - d. Aesthetics
 - e. Accessibility
 - f. Component quality
 - g. Safety
 - h. Age appropriateness
 - i. Warranty
 - j. Cost and availability of replacement parts
 - k. Overall cost
4. The Town intends to select the most responsive respondent and to negotiate an Agreement. However, should the negotiation with the most responsive respondent not produce an acceptable contract arrangement, the Town will request the next most responsive respondent to begin negotiations.
5. The Town regards the submission of the proposal in response to the RFP as the most important factor in the selection of a respondent to provide a feasible development project. The Town reserves the right to reject any or all responses to the RFP and is under no obligation to award a contract.
6. The responsibility of the final selection and negotiation rests solely with the Town.
7. The Town shall not be liable to any respondent for costs associated with responding to the RFP, for the respondent's participation in any oral interview if required, or for any costs associated with negotiations.

Royal Park – Splash Pad Site Location Aerial View



ROYAL PARK SPLASH PAD PROPOSAL FORM

BID

Splash pad equipment:	\$ _____
Installation of equipment:	\$ _____
Shipping / Freight:	\$ _____
Utility extensions:	\$ _____
Permit Fees:	\$ _____
Other:	\$ _____
Other:	\$ _____
Other:	\$ _____
Total Bid Amount:	\$ _____

The bidder certifies that all splash pad equipment and materials specified in this proposal meet or exceed all required standards. Bidder further agrees that if approved, splash pad installation work will be provided by a licensed contractor qualified to install this type of equipment.

Equipment Supplier: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Installer (if different): _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Bidder Name: _____

Signature: _____ Date: _____

Title: _____

NC License #: _____ Federal ID #: _____

E-mail address: _____

Phone # _____