

CHARTER TOWNSHIP OF OSCODA

REQUEST FOR PROPOSALS

Oscoda Township Beach Park Skate Park Project 110 S. State Street, Oscoda, MI Skateboard Ramps and Obstacles Installation

Issued: November 23, 2015

By: Charter Township of Oscoda

For Information Call: Ann Richards

Community Development Coordinator

989-739-6999

Email: ddadirector@oscodatownshipmi.gov

1. Project Overview

1.1 The location of this project is within the Oscoda Township Beach Park located on Lake Huron at the end of River Road, Oscoda, Michigan.

1.2 The project includes renovation of an existing skate park located within the Oscoda Beach Park.

1.3 Signed proposals as requested herein, an original plus one (1) copy, are due at the Township Hall for Charter Township of Oscoda, 110 S. State Street, Oscoda, Michigan 48750 **no later than 4:00 p.m. on Friday, December 4, 2015 to be determined eligible.** Sealed bid proposals shall be enclosed within envelopes that are plainly marked "**Bid Proposals for Skate Park**" and delivered to Ann Richards, Community Development Coordinator, Charter Township of Oscoda, 110 S. State Street, Oscoda, Michigan 48750.

1.4 Contractor must guarantee bid for a minimum of 210 days (to accommodate Spring 2016 installation if determined necessary).

1.5 Charter Township of Oscoda will administer the bidding, oversee work quality and make payment for the performance of these services.

2. Project Description:

- The Charter Township of Oscoda has received grant funding to assist with replacement of ramps/obstacles and create an aesthetically pleasing dual purpose permanent wall for seating and sand barrier. This Request for Proposal however only pertains to the

replacement of the ramps/obstacles component of the overall project and prevailing wages are **not** applicable. The skate park is located at the north end of the beach property (see attached photograph).

- The existing concrete slab is 120' foot x 60' foot and will be reutilized with this project.
- Contractor's proposal must contain at a minimum the requirements identified under section 2.1 Specifications below.
- The project budget must not exceed \$34,000.
- The Township will remove the existing wooden ramps prior to the selected vendor's installation of the new components.

2.1 **Specifications:** Proposals must fulfill/accommodate the items identified below to be considered a responsive bid:

- The township has identified the **Pro Series/MX by American Ramp Company** as the type of equipment specified for this project, with an “or approve equal” clause. **Please see drawing entitled “Oscoda Skate Park” layout drawing for minimum component and layout requirements.**
- At a minimum the Township is requesting that the proposal include the following ramps/obstacles: Quarter Pipes, skate bench, grind rail, jump box, grind box, skate bench and picnic bench.
- **Modular:** Equipment must be able to easily bolt together on all sides with the ability to expand widths and lengths by bolting in additional sections. This requirement allows the Township to expand with additional phases in a seamless fashion.
- **ASTM Compliant:** Must comply with most recent draft of standards.
- **Installation:** Must offer full factory install.
- **Fastener Free Riding Surface:** Riding surface must be at a minimum 7-gauge galvanized steel. No screw/bolt heads on any riding surface will be accepted; toe anchors may be used for installs on un-level surfaces. All compound curvature surfaces shall be composed of a laminated composite material.
- **Galvanized Steel:** All steel components must be galvanized. Black steel or Pickled and Oiled steel are not acceptable. A zinc rich epoxy primer may not be used in lieu of galvanized steel. This requirement ensures maximum corrosion protection.
- **Coping:** Must be fabricated from at least a schedule 40 pipe and be hot-dip galvanized. Must bolt from the underside with tamper-resistant bolts. Holes in coping will not be acceptable.
- **Guard Rails:** Must be hot-dipped vertical baluster design or its equivalent and comply with ASTM standard.
- **Hardware:** Must be stainless steel tamper resistant bolts and nuts with nylon inserts. No self-tapping or “factory press fit” nuts will be allowed.
- **Enclosures:** Must have a minimum of galvanized 13-gauge steel with textured powder coat finish. No expanded metal, wire mesh or poly will be acceptable because of their susceptibility to be structurally vandalized.
- **Steel Frames:** Framing of the equipment must be galvanized steel and cut from a minimum 3/16” steel. Square tubing, bar, or wood frame will not be acceptable.

- **Sound Dampening:** Must provide an option to allow sound-dampening material or its equivalent to equipment either at time of installation or easily added later if determined a necessity.

2.2 **Installation Completion.** The Township intends to award this contract during the month of December 2015. Time of installation to be scheduled immediately following award of the contract or if weather conditions warrant delayed until spring 2016.

3. **Guarantee**

3.1 **Payment and Performance Bonds.** Payment and performance bonds in the amount of one hundred percent (100%) of the contract and installation / replacement price are required to be submitted at the time of **signing the award of this contract.**

3.2 Payment will be made to contractor upon completion of the work and acceptance by the Township.

3.3 **Warrantees.** All work shall be of first-class quality and free of omissions and faulty, poor quality, imperfect or defective material or workmanship. All components and hardware shall carry a 20 year warranty. The Contractor shall directly warrant the skate park with respect to installation workmanship for at least two years from the day of acceptance by Oscoda Township.

4. **Insurance**

The Contractor, prior to execution of the contract, shall file with the Township copies of completed certificates of insurance, as evidence that the contractor carries adequate insurance. At a minimum there shall be general liability coverage of at **least** one million dollars (\$1,000,000.00), automobile liability of one million dollars (\$1,000,000.00) and workman's compensation liability of five hundred thousand dollars (\$500,000.00). The Township shall be afforded protection against claims for damages to public or private property and injuries or death to persons arising out of and during the performance of the contract.

5. **General Project Requirements**

5.1 **Disposal of Materials:** All materials removed as a result of the contractor operations shall remain the property of the contractor and will be disposed of at the expense of the contractor.

5.2 Repairing any Damage: Damage to the existing concrete slab, board walks or work site properties, as a result of the Contractor's operation, shall be repaired by skilled tradesman at no additional cost to the Township.

5.3 Aesthetics: The design and construction shall result in an aesthetically pleasing end product. Repairs to existing finished surfaces shall be accomplished with materials and workmanship identical to the adjacent areas. All exposed workmanship shall be subject to Township approval.

5.4 References: The proposing contractor will provide a list of at least five (5) past and present clients his/her firm has provided similar services to in the past three years, to include name, address, telephone number of company and contact person.

6. Charter Township of Oscoda General Notices to Offerors

6.1 Right to Accept or Reject: The Township reserves the right to accept or reject any and all bids, to waive any bid irregularities that may be in the best interest of the Township, and to negotiate a contract that will best meet the needs of the Township and its residents. Bidders are hereby notified that Charter Township of Oscoda Purchasing Policy provides for the granting of local preference in purchasing of five percent (5%) or seven hundred and fifty dollars (\$750.00), whichever is less.

6.2 Cost Liability: The Township assumes no responsibility or liability for any costs incurred by the contractor prior to the signing of an agreement. Total liability of the Township is limited to the terms and conditions of any contract resulting from this RFP.

6.3 Proposal: In submitting this proposal it is understood that the Charter Township of Oscoda will require a successful proponent to enter into a contract document which must be approved and authorized by the Township Board of Trustees. A contract will be developed based in part on the information in the invitation to bid, which will be incorporated into the contract by reference. No proposal will be deemed to be accepted, nor any obligation assumed, on behalf of the Township until such contract has been approved by the Township Board of Trustees.

6.4 It is understood in submitting a proposal that it will remain firm for 210 days.

6.5 Bidder must comply with all requirements of 1976 PA 453(Elliott-Larsen Civil Rights Act) and 1976 PA 220 (persons with Disabilities Civil Rights Act), as amended.

7.0 Cost

7.1 Proposed costs shall include design, shipping and installation costs. Awards will be made to the lowest responsive and acceptable offeror as judged by the Township. All proposal schedules must be signed by a person authorized to sign on behalf of the offeror.

8.0 REQUIRED SUBMITTALS

In addition to completing the attached bid sheet, at a minimum the offeror shall provide the following information:

1. Itemized cost proposal, including all materials and installation not to exceed the \$34,000 project budget.
2. Project Schedule
3. Specification sheet on each components (ramp/obstacle) that is being proposed for the park.
4. Park layout rendering.
5. Warranty Information on all components.
6. A listing of customer references for similar work that has been completed by your company during the past five (5) years.
7. Execute the bid sheet fully and properly. Submit bid sheet in **duplicate** in a sealed envelope prior to the time when bids are due. Address envelope to Ann Richards, Community Development Coordinator, 110 S. State Street, Oscoda Michigan, 48750 and label as follows: Bid Proposals for Skate Park.
8. BIDDER SIGNATURES: All bids, notifications, claims and statements must be signed as follows:
 - a. Corporations: Signature of official shall be accompanied by a certified copy of the resolution of the Board of Directors authorizing the individual signing to bind the company.
 - b. Partnerships: Signature of one partner shall be accompanied by a certified copy of the power of attorney authorizing the partner signing to bind all partners. If the bid is signed by all partners no authorization is required.
 - c. Individual: No authorization is needed. Each signature must be witnessed.
 - d. Limited Liability Companies: Signature of Managing Member shall be accompanied by a certified copy of the power of attorney authorizing the member signing to bind all members. If the bid is signed by all members no authorization is required.
9. Insurance: Proof of the insurances listed in Section 4 shall be an award requirement and shall either accompany the bid or be provided within ten days of being notified that the bidder is being considered for award.

10. Performance & Payment Bonds: The successful Bidder shall, within 10 days of being notified he is selected, furnish bonds covering the faithful performance of the contract and payment of all obligations arising hereunder. Bonds may be secured through the Bidder's usual sources, payable to the Owner as a guarantee of good faith. If the apparent successful bidder fails to furnish satisfactory proof of insurance and the performance bond within 10 days after notice of successful bid, this shall constitute breach of bid guarantee and the Owner will pursue award to another bidder.

**CHARTER TOWNSHIP OF OSCODA
OSCODA TOWNSHIP BEACH PARK
Skate Park Project
BID SHEET**

Company Name: _____

Phone: _____ Fax: _____

Email: _____

To the Charter Township of Oscoda:

Pursuant to the notices given, the undersigned have examined the documents relating to proposal requirements in order to be considered as the vendor for the Skate Park at the Oscoda Township Beach Park, River Road, Oscoda, Michigan, and do hereby submit their proposal and bid in accordance with this "Request for Proposals".

Price of Components \$ _____

Numerical

Price of Installation \$ _____

Numerical

Price of Shipping \$ _____

Numerical

BIDDER TOTAL LUMP SUM BASIC BID to provide components and labor, to faithfully execute the construction and/or install of a Skate Park in accordance with the specifications identified herein. Please include warranty information with proposal.

Written Bid Amount _____ \$ _____

Numerical

Submitted and signed this _____ Day of _____, 2015.

Signature of person authorized to legally bind the company.

Signature: _____

Printed Name: _____

Title: _____