

REQUEST FOR PROPOSAL

Elementary Playground

Issued on: October 23, 2024

Bid due date: November 15, 2024, by 4:00 P.M. AKST

CLASSIFICATION: Elementary Playground Request for Proposal

Terms & Conditions

This request implies no obligation on the part of the buyer. All bids submitted must remain valid for a period of 60 days (unless otherwise specified). The Galena City School District (“School District or GCSD”) reserves the right to negotiate the terms and conditions of any contract entered into as a result of accepting any bid submitted by the successful bidder(s).

The Galena City School District is not responsible for any costs to the bidders for preparation of this bid.

One or more addenda to the Request for Proposal (RFP) may be issued by the School District after the RFP process is opened. A copy of any addendum issued by the School District must be signed by the bidder and submitted along with its bid. While the School District will make reasonable efforts to notify bidders of any addenda, it is the sole responsibility of the bidder to verify whether any addenda/attachment has been issued. Bidders should check the School District website to ascertain if any addenda have been issued.

Any interested party may obtain a copy of the RFP from the School District website at <https://www.galenaalaska.org/procurement/>.

To be considered for award, the bid must be received by via email no later than 4:00 P.M., AKST, November 15, 2024.

Submit bid to Dr. Jason Johnson, GCSD Superintendent, via email at the following email address:

jason.johnson@galenanet.com

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SECTION 1 – INTRODUCTION

The Galena City School District (GCSD) seeks proposals for a transformative playground project that will serve both our elementary school students and the broader Galena community. This dual-purpose playground will feature dedicated areas for toddlers (ages 2-5) and elementary-aged children (ages 5-12), creating an inclusive space that promotes physical activity, social interaction, and childhood development.

Project Goals

1. Create a safe, accessible playground environment suitable for Arctic conditions
2. Establish separate play zones for different age groups
3. Upgrade the existing surface to enhance safety and usability
4. Ensure year-round functionality with weather-appropriate design

This project represents a significant investment in our community's infrastructure, requiring expertise in both design and implementation phases while addressing the unique challenges of construction in rural Alaska.

SECTION 2 – SCOPE OF WORK

The selected vendor will be responsible for the design, provision, surfacing and installation of playground equipment within the designated budget.

Site Specifications and Requirements

- Location: Galena, Alaska
- Total available area: 7,200 square feet
- Existing condition: Gravel pad
- Desired surface: Playground surfacing (if feasible within budget)
- Total Budget: Not to exceed \$400,000
- Project Timeline: Design completion by December 2024, installation by July 2025
- Theme: River-inspired design elements throughout the playground

Phase 1: Design (December 2024)

- Develop comprehensive playground design including:

- Toddler section suitable for ages 2-5
- Elementary section suitable for ages 5-12
- Site layout and foundation requirements
- Safety surfacing specifications
- ADA accessibility features
- Equipment specifications
- River-themed play elements and color schemes
- Detailed cost breakdown
- Submit design documents for GCSD approval
- Provide 3D renderings and/or drawings

Phase 2: Implementation (May-July 2025)

- Material Delivery
 - Deliver all playground equipment and materials to Nenana barge landing by May 1, 2025
 - Ensure proper packaging for barge transport
 - Provide detailed inventory list
 - Materials shipping expenses via barge from Nenana to Galena will be district-covered
- Installation
 - Complete site preparation
 - Install playground equipment according to manufacturer specifications
 - Install safety surfacing
 - Complete all necessary site work
 - Conduct post-installation safety inspection
 - Project completion by July 31, 2025

Project Requirements

- All equipment must meet or exceed ASTM F1487 and CPSC guidelines
- Installation must comply with ADA accessibility requirements
- Design must consider Arctic climate conditions, including:
 - Playground surfacing system suitable for extreme temperature variations
 - Proper drainage solutions
 - Snow removal considerations
- Contractor responsible for all shipping logistics to Nenana
- Demonstrate experience with similar installations in rural Alaska

Section 3 – SELECTION CRITERIA

Proposals will be evaluated based on the following criteria, with points awarded out of 100 total:

Experience and Qualifications (30 points)

- Demonstrated experience with playground installations in rural Alaska
- Past performance on similar projects
- References from comparable installations
- Expertise in Arctic-specific design and construction

Technical Capability (25 points)

- Design expertise and innovation
- Ability to meet project timeline
- Equipment and material quality and aesthetics

- Arctic-appropriate solutions for playground surfacing installation
- Demonstrated understanding of local logistics
- Creative incorporation of river-themed/village elements into the playground design

Project Approach (25 points)

- Comprehensive design methodology
- Installation strategy
- Quality control measures
- Site preparation plan
- Safety considerations

Cost Effectiveness (20 points)

- Overall project cost within \$400,000 budget
- Cost breakdown clarity
- Warranty and maintenance considerations

Minimum Score Required: 75 points

GCSD reserves the right to request additional information or clarification from bidders during the evaluation process.

Section 4 – ATTACHMENTS

Attachment 1 - Playground Design Samples (for creative reference)

Section 5 – COMPLIANCE

The selected vendor, contractor, installer will be required to adhere to all Alaska Department of Education and Early Development (DEED), State of Alaska, and Federal laws and regulations as applicable, including, but not limited to FERPA, COPPA, CIPA, CIPA-2, HIPAA, ADA and the Galena City School District board policy.

The Galena City School District is committed to providing access to our electronic information, including our websites, for individuals with disabilities in accordance with all applicable State and Federal laws.

Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 require us to ensure that anyone with disabilities seeking information or services from us, have access to and use of information and data that is comparable to the access and use by any other members of the public who are not individuals with disabilities. This requirement extends to any and all web-based services, applications, or other technology that is acquired, contracted or otherwise made available by the School District, to its students, staff and/or community members. Responders to this solicitation shall be equally responsible and contractually bound to ensure their product and service offerings are accessible pursuant to the aforementioned laws. The School District’s website accessibility standards can be found here: <https://www.galenaalaska.org/>.

Section 6 – QUESTIONS

Please direct all questions to Lisa Shelby, GCSD Assistant Superintendent, via e-mail: lisa.shelby@galenanet.com. Please Cc GCSD Superintendent Jason Johnson: jason.johnson@galenanet.com.

All correspondence is required to be made in writing to ensure the integrity of our bidding process and for recording purposes. Questions initiated during the bid process may also result in addendum items being expanded beyond the initial posting. It is the sole responsibility of the bidder to verify whether any addenda/attachment has been issued or updated.

Section 7 – SUBMISSION

To be considered for award, the bid must be received by via email no later than 4:00 P.M., AKST, November 15, 2024.

Submit bid to Dr. Jason Johnson, GCSD Superintendent, via email at the following email address:

jason.johnson@galenanet.com

The following PROPOSAL TRANSMITTAL FORM must be completed and returned with the proposal.

PROPOSAL TRANSMITTAL FORM

BUSINESS NAME

MAILING ADDRESS

CITY / STATE / ZIP

PHYSICAL BUSINESS ADDRESS

CITY / STATE / ZIP

CONTACT PERSON FOR THIS PROPOSAL

TELEPHONE

FAX NUMBER

E-MAIL ADDRESS

ALASKA BUSINESS LICENSE #

FEDERAL TAX ID #

CERTIFICATION: I certify that I am a duly authorized representative of the business listed above and that the information and materials enclosed with this proposal accurately represent the capabilities of the business to provide the services as indicated in compliance with the requirements of the RFP.

SIGNATURE: _____ **DATE:** _____

PRINTED NAME: _____ **PRINTED TITLE:** _____