

Bay-Arenac Intermediate School District

**Request for Proposal
for**

**Adaptive Playground Equipment
for Standish- Sterling Central Elementary
MOCI Classroom**

Proposals due: Tuesday, May 30th, 2023 by 1:00 p.m.



**Issued by:
Bay- Arenac ISD
Special Education Department
4228 Two Mile Rd.
Bay City, MI 48706
989.686.4410**

**Contact:
Susanne Masters
989.667.3276
masterss@baisd.net**

GENERAL CONDITIONS

The Bay-Arenac ISD is soliciting proposals from qualified firms for:

A contract to provide materials for and manufacture adaptive playground equipment for Standish- Sterling Central Elementary including the ISD Special Education classroom- 3789 Wyatt Rd., Standish, MI 48658 with 5000 sq. ft to work with. Construction would need to start in June and be completed by August 18th.

The following Request for Proposal (RFP) is being provided to you for your consideration. To be considered for this engagement, your firm must meet the qualifications and satisfy the requirements set forth in this RFP.

Completed proposals must be received by **1:00 p.m. on Tuesday, May 30th, 2023** at:

**Bay Arenac ISD
Educational Service Center
Special Education
4228 Two Mile Rd.
Bay City, MI 48706**

Proposals must be submitted in an envelope that is clearly marked **Adaptive Playground Equipment for Standish- Sterling Central Elementary including the ISD MOCI classroom**. Proposals submitted by facsimile or email will not be accepted.

Although cost will be an important factor in awarding the contract, the school district is not obligated by any statute or regulation to award the purchase solely on the basis of cost. Accordingly, the school district reserves the right to evaluate all proposals objectively and subjectively and to accept or reject any or all proposals or portion thereof. Additionally, the district reserves the right to negotiate changes in services with the firm determined to have submitted the proposal that is in the best interest of the district. (See *Method of Evaluating Proposals* on page 3.)

It is to be understood that this RFP constitutes specifications only for the purpose of receiving proposals for product and does not constitute an agreement for that product. It is further expected that each bidder will read these specifications with care. Failure to provide requested information or meet certain specified conditions may invalidate the proposal(s).

The information contained herein is believed to be accurate, but is not to be considered in any way as a warranty.

All questions and correspondence should be directed to Susanne Masters at the address noted above or by telephone or email. In order to assure consistency of information provided regarding this RFP, contact with Bay-Arenac ISD personnel other than Susanne Masters is discouraged and may be grounds for elimination from the selection process.

WITHDRAWAL OF PROPOSALS:

Proposals shall remain valid for a period of sixty (60) days after submission. Modifications to proposals will not be accepted by the district, except as may be mutually agreed upon following the acceptance of the proposal.

TIME TABLE:

- 1.Release of RFP on or about Tuesday, May 16th, 2023
- 2.Proposals due 1:00 p.m. on Tuesday, May 30th, 2023
- 3.Bids will be opened at 1:15 p.m. on Tuesday, May 30th, 2023
- 4.Board of Education action on Monday, June 5th, 2023
- 5.Notification to all firms as soon as possible after Monday, June 5th, 2023

PROJECT QUALIFICATIONS:

Bay - Arenac ISD requests written quotes to secure design, procurement and installation services for new adaptive elementary playground equipment at Standish- Sterling Central Elementary at 3789 Wyatt Rd, Standish, MI 48658. This project includes designing, furnishing, delivering and installing the play structure and surface material.

ISD INFORMATION:

Bay- Arenac ISD is soliciting bids for new inclusive playground equipment for Standish- Sterling Central Elementary including the ISD special education classroom. The playground equipment currently available is not all inclusive to those with disabilities. We have designated space to add inclusive equipment for these special needs students. The work space is approximately 5000 square ft.



REQUIREMENTS:

- Proposal will include all fees, material, labor, and equipment to construct a fun and engaging play area.
- Contractor shall assume all responsibility for obtaining and verifying measurements.
- Contractor will assure that work is performed safely and in accordance with OSHA regulations and district policies.
- Contractor shall work with district staff to keep disruption of school grounds to a minimum.
- Preferred that contractor must provide safety fencing, minimum 4-foot high, around the perimeter of the playground construction area. This fence will need to be removed after project completion.
- Contractor is responsible for obtaining all permits necessary for the completion of the project.
- Contractor is responsible for delivery of equipment to the project site.
- All equipment, supplies and materials must be new and free of corrosion, scratches and defects.
- All Playground structures and components will be assembled and installed by Contractor.
- All tools and equipment required to install play equipment shall be provided by the Contractor.
- Contractor shall provide a list of playground components, schematic layout with measurements and a rendering of the playground that will serve as a basis for bidding and construction.
- No design change or alteration of proposals will be considered after the RFP opening unless documented in a mutually agreed upon change order.
- Design should include a stand-alone inclusive play roller table.
- Design should include a dual zipline approximately 33ft. long with at least 1 adaptive harness seat.
- Design should include a climbing play system with at least 1 slide.
- Design should include an adaptive merry-go-round.
- Design should include sensory panels that could include but not limited to bongo drums, tic tac toe board, and maze panels.
- Design should include at least 2 adaptive swings; including an inclusive swing seat with harness and a multi person generation swing.
- Design should include 100% pour in place rubber surfacing.
- Contractor will be responsible to restore the site to its original state; including all clean up and waste removal.
- Trenches or ruts shall be backfilled and tamped by the Contractor.
- Upon completion, the Contractor will be required to provide warranty information and maintenance manuals to the Owner.
- The Contractor will enter into a contractual agreement with BAISD to provide construction services.
- The Contractor must agree to comply with all federal and state laws prohibiting discrimination.
- Project must be completed by August 18th 2023 to give the school district time to prepare the grounds before students.

METHOD OF EVALUATING PROPOSALS

Proposals will be evaluated with a strict emphasis on quality of service and delivery of product. After the technical qualities have been evaluated, cost and other considerations will be evaluated. Once all factors have been evaluated, the vendor(s) that is/are most qualified and reasonable in cost will be selected for recommendation to the Board of Education.

**BAY-ARENAC ISD
REQUEST FOR PROPOSAL FORM**

Please complete and return this proposal form with any additional information you feel is necessary to help us evaluate your firm. Proposals are due by 1:00 p.m. Tuesday, May 30th, 2023.

QUALIFICATIONS

NOTE: Each cost listed below must be a total cost that includes any and all shipping and installation.

**Adaptive Playground Equipment
for Standish- Sterling Central Elementary
MOCI Classroom**

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- Preferred that contractor must provide safety fencing, minimum 4-foot high, around the perimeter of the playground construction area. This fence will need to be removed after project completion.
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The named company hereby submits a bid of \$_____
(all items listed in requirements included).

Name of Vendor: _____

Telephone: _____

Address: _____

Name of Person in Charge of Account (Please Print)

Title

Signature

Date

Familial Disclosure Form –

The undersigned, the owner or authorized officer of _____ (the “Proposer”), pursuant to the familial disclosure requirement provided in the Bay-Arenac Intermediate School District Request of Proposals and Specifications, hereby represent and warrant, except as provided below, that no familial relationship exist between bidder(s) or any employee of BAISD, and any member of the Board of Education of the School District or the Superintendent of the Schools or the LEAs listed in the Request for Proposal.

List any Familial Relationships:

Dated: _____

PROPOSER: _____

By: _____

Its: _____

State of Michigan)
County of _____)^{ss}:

This instrument was acknowledged before me on the ____ day of _____, 20__, by _____.

Notary Public, _____ County, Michigan
My Commission Expires: _____
Acting in the County of _____

Assurances and Certifications

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion

The prospective contractor certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded for from participating in this transaction by any Federal department of agency. Where the prospective contractor is unable to certify to any of the statements in this certification, such prospective contractor shall attach an explanation to this proposal.

Certification Regarding Nondiscrimination Under Federally and State Assisted Programs

The applicant hereby agrees that it will comply with all federal and Michigan laws and regulations prohibiting discrimination and, in accordance therewith, no person, on the basis of race, color, religion, national origin or ancestry, age, sex, marital status or handicap, shall be discriminated against, excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination in any program or activity for which it is responsible or for which it receives financial assistance from the U.S. Department of Education or the MDE.

Assurance Regarding Access to Records and Financial Statements

The applicant hereby assures that it will provide the pass-through entity, i.e., Bay-Arenac ISD, and auditors with access to the records and financial statements as necessary for the pass-through entity to comply with Section 400 (d) (4) of the U.S. Department of Education Compliance Supplement for A-133.

Iran Economic Sanctions Act

The prospective contractor certifies that its organization, by submission of this proposal, is not an Iran Linked Business. Please refer to the "Iran Economic Sanction Act" Public Act 517 for clarifications or questions. Bay-Arenac ISD as a Michigan public entity is required to follow Public Act 517 of 2012.

Dated: _____ PROPOSER: _____

By: _____

Its: _____

State of Michigan)
County of _____)^{ss:}

This instrument was acknowledged before me on the _____ day of _____, 20____, by _____.

Notary Public, _____ County, Michigan
My Commission Expires: _____
Acting in the County of ____