



Prepared May, 2018

**REQUEST FOR PROPOSAL**  
**NATURE PLAYGROUND**  
**GLADWIN**





Successful bidder's submission in response to this RFP will be incorporated into the final agreement between MMCAA and the selected bidder(s). Complete submissions must contain the following:

- **Title Page:** Show the submittal subject, name of firm, local address, telephone number, contact person and date.
- **Company Profile:** Provide an overview of the company including location, number of staff, and describe the services, materials and products the firm provides.
- **Project Team:** Identify the project team members (management, support staff, field workers, etc.) that will be assigned to the project.
- **Pricing:** Indicate the firm's pricing, caps and other requirements for each requested service, material and/or product that the bidder is responding to.

The detailed requirements for each of the above-mentioned sections are outlined in this RFP. Bid packages should consist of single copies of each required document (no duplicates necessary). Bids submitted that lack any of the required information or documentation may be deemed incomplete and may not be considered for selection, at MMCAA's discretion.

Submissions must be received no later than 4:00 p.m. on 06/12/2018 at the offices of MMCAA. All bids may be emailed, faxed or mailed. Submissions should be addressed to:

Mid Michigan Community Action Agency  
Terry Ellenwood, Facilities Manager  
1574 E. Washington Road  
PO Box 768  
Farwell, MI 48622  
Email: [tellenwood@mmcaa.org](mailto:tellenwood@mmcaa.org)  
Fax: 989-386-3277 Attn: Terry Ellenwood

## DETAILED RESPONSE REQUIREMENTS

### SCOPE FOR CONTRACTORS

Outlined below is the scope of work that MMCAA requires from the Contractor:

- Contractor will supply all tools, equipment, materials, and supplies to complete the project.
- Contractor will provide a copy of liability insurance and workers' compensation policy, including amounts.
- MMCAA will provide a detailed review or walk through of the project with contractor upon request before June 12 2018.
- There may be \$25.00 monetary fee subtracted from the final price for each day the project extends past the project deadline.
- All components of the project must have a one year warranty from completion date.
- All wood must be peeled debarked Cedar Species. Unless otherwise specified.
- All treated lumber must be non-arsenic (CCA) treated wood. A Material Safety Data Sheet (SDS) for all treated lumber used in this project is required before using it in the project.

1. Remove approximately 104' linear feet of chain link fence. Includes one terminal end post, one 10' wide double gate, Leaving one 4' wide gate and terminal post. All posts are cemented in.
2. Remove:
  - a. Approximately 152.25' linear feet of Landscape timber and / or 2" X 10" boards. Dispose of all.
  - b. Remove 109.25' linear feet of landscape timber. Dispose of all.
  - c. In some cases the landscape timber may be stacked on top of each other two to three timbers high.
3. Remove:
  - a. Approximately 20.75 cubic feet of Rubber mulch around the outside of the present bike path.
  - b. Approximately 9 cubic yards of rubber mulch, located inside timbers where the old Early Headstart playground was located.
  - c. Dispose of all
4. Install:
  - a. Install approximately 24 cubic yards of top soil. Top soil when compacted must be even with the top of the cement bike path and even with the top of the cement along two sides of the cement floor of the pavilion. Hydroseed all.
  - b. Install approximately 4 yards of top soil in the old Early Head Start playground. Soil must be brought level with the surrounding soil. Hydro seed all.
5. Move old wood deck that is about 10' X 10'. Location to be determined. Hydro seed area.
6. Remove small sand box and sand. Approximately a 4' X 4' area with about .30 cubic yards of sand.
7. Supply a hill with approximately 24 yards of washed sand. Hill is to be approximately 8'W X 8'L X 6' high. Boarder hill on three sides with at a minimum of 8" round cedar logs.

8. Build one 64 sq. foot (or less) hut out of cedar posts and cedar boards with a roof that will hold six inch high planters. See Photo: All wood will be either a cedar species. Location to be determined. Exact design is to be determined. See photo:



9. Build ½ log seats. Each log section needs to be ½ of a log that is cut in half length wise. Each section needs to be 8 to 10 inches wide by 8 feet or longer. Three sections with seating for twenty children three to four per log. Must be a Cedar Species either Red or White Cedar. Pealed of all bark. Each section needs to be anchored in the ground to prevent tipping. Location to be determined. See Photo:



10. Construct one cedar post trellis like the one in the photo on the outside of a 4' gate. See Photo:



11. Construct two Log Balance Beams. Each beam should be crooked and about 4 to 6 feet long and 8 to 10 inches wide. These need to be buried so that the top is no more than three inches above ground level. Logs must be either Red or White Cedar, with the bark removed. See photo:



12. Construct a stepping log course. Highest stepping stump shall be no more than 18" high or less. All stumps must be anchored in the ground a minimum of thirty (30) inches deep. Logs must be either Red or White Cedar, with the bark removed. See picture: This Log course shall be designed like the one in the picture.





13. Install approximately 14' feet of rain gutter on one side of shed. Purchase and install one rain barrel that meets or exceeds this rain barrel: 50-Gallon Darkened Ribs Rain Wizard Barrel, Color: Terra Cotta, by Good Ideas, Model #: RW50-DR-TC . Barrel must include a Rain Barrel Diverter to fit the barrel.



14. Construct one raised bed planter. Using Non Arsenic (CCA) treated lumber landscape timbers. This will be a corner bed located in an undetermined corner of the playground.

15. Construct twelve wood cookies with the numbers 1 – 12 routed on them and holes drilled part way through to match the number. Wood cookies need to be preserved with a clear polyurethane finish. These will need to be fastened to the fence, location to be determined See photo:





16. Construct one: Ball Chute and install. Backing should be either Red or White Cedar boards. See Photo:



## DELIVERABLES

### Company Profile

Provide the following for your company:

- Official registered name (Contractor's Board, D.B.A., Partnership, etc.), address, main telephone number, toll-free numbers, and facsimile numbers.
- Person authorized to contractually bind the organization for any proposal against this RFP.
- Brief history, including year established and number of years your company has been in the industry.

### Project Team

Provide names of key staff and management personnel

- Name
- Title
- Contact Information

### Pricing

Provide an accurate price list to complete the project.

## AWARD CRITERIA

The following elements will be the primary factors in evaluating all proposals and in the selection of a Contractor or Contractors:

- Overall cost of Contractor's proposal.
- Capacity to provide service

MMCAA may, at their discretion and without explanation to the prospective Contractors, at any time choose to discontinue this RFP without obligation to such prospective Contractors.