



**Playground Design and Replacement  
Essex Junction Recreation & Parks (EJRP)  
75 Maple Street  
Essex Junction, VT 05452**

**Summary of Project:**

Essex Junction Recreation & Parks (EJRP) is building a destination playground at Maple Street Park. We are seeking the newest, highest, greatest, most thrilling, engaging, and exciting structures and components available for 5-12-year-olds, to complement all of the amazing things to do at our 38-acre park. We want as many of these new installations to be accessible to all children in our community. This is a soup to nuts RFP for up to \$250,000, with all aspects from site prep, to equipment removal and disposal, to freight, and installation to be included.

**Introduction:**

Essex Junction Recreation & Parks (EJRP) is seeking proposals for the design and replacement of a portion of the Maple Street Park playground. This project will include the removal and disposal of a play structure from the proposed site within Maple Street Park. It will also include replacing some sand and spring components within other designated play areas at Maple Street Park.

**Playground layout and equipment must meet ASTM Standards and CPSC guidelines for public playgrounds.**

The sealed proposal is due no later than 2 PM EST on Friday, February 19, 2021.

**Name of Proposal:** Maple Street Park Playground Project  
**Deadline for Proposal Submittal:** Friday, February 19, 2021 by 2 PM EST

**Submit Sealed Proposal to:** Essex Junction Recreation & Parks  
Attn: Maple Street Park Playground Project  
*Address exactly as stated* → 75 Maple Street  
Essex Junction, VT 05452

**Bid Opening:** Bids will be opened on Monday, February 22, at 9:00a.m. at  
75 Maple Street, Essex Junction, VT 05452

**Contact:** Harlan Smith, Grounds & Facilities Director  
hsmith@ejrp.org  
802-878-1375

**Project award process:**

- Proposals will be reviewed by a committee of no less than 3 and no more than 7 persons.
- Playground committee will determine best proposal based on design, types and number of components incorporated, accessibility components, projected timeline for completion, and pricing.
- Committee will ignore any proposal which exceeds the allotted amount for project.

**Pricing:**

- Project has been approved for up to \$250,000.00 total.
- Site prep shall be included in proposal pricing.
- Old equipment removal and disposal shall be included in proposal pricing.
- All associated vendor cost, i.e., freight, handling etc., shall be included in proposal pricing.
- Installation of equipment shall be included in proposal pricing.

**Scope of Services:**

- The new playground will need to fit within a 160' X 40' area, laid out in a dog leg configuration. See attached drawings (not to scale).
- The playground is to be recommended for children ages 5-12.
- The playground shall have borders and fall protection included in the proposal.
- Playground shall have at least one pathway 6ft wide to a ramp or transfer station that is ADA compliant that consists of a solid product such as poured in place rubber or the likes of. Poured in place path shall start at edge of playground through wood chipped area and end at entrance ramp or transfer station of play structure. Estimated length shall not exceed 20'0" EJRP will bring a gravel path to meet the poured in place path.
- Playground will have a separate bordered area for sand features. Area shall be 24' X 42' outside dimensions. This area will be separate from the 160'X40' mentioned above. See map. (not to scale) Border and features provided by vendor. Sand provided by EJRP.
- The playground should have a minimum of 30 total play components with at least 15 of them elevated.
- Play equipment needs to meet ADA requirements with at least 3 elements being accessible by transfer or ramp and 4 components accessible from ground level.
- Playground should consist of mostly a main structure with some standalone play components.
- User capacity is to be a minimum of 35-45 individuals.
- Play structure needs to include a minimum of 4 slides with at least one slide being a one-piece spiral slide.
- Play structure to include climbing activities as well as slides, panels and other activities with a minimum of 3 play experiences connected to a platform with a minimum of 4' critical fall heights. These structure activities should include vertical and horizontal climbing as well as bouldering play and learning activities.
- Main structure needs to have a minimum of 2 visor/roofs for protection from sun.
- Final price is to include all equipment delivered to site, removal of existing structures, site prep and provide complete installation of all aspects of the completed playground.
- Work to be performed during normal business hours. Work may begin as soon as bid approved, and must be completed by May 28, 2021. Upon commencement of the installation, work must be completed within 30 days.
- Please provide a technical drawing that includes measurements of all components.
- Please include 3 pictures of proposed structure/elements. One from each side and one from above.

**Other play components shall include:**

- One, two bay, four belt swing set.
- Two sand digging components. One standard and one inclusive (in sand feature area).
- One dual sand and water play component (in sand feature area).
- One spring component. Single or multi use.
- Two swing benches, 4 or 6 feet wide.
- Mats at all swing locations and slide exits (new swings/slides in proposal plus needed for 9 existing swings/slides at the park).
- Two zip line type components, one standard and the other accessible.

**Site Visits:**

Please arrange by February 12, 2021, with:

Harlan Smith  
Grounds and Facilities Director

[hsmith@ejrp.org](mailto:hsmith@ejrp.org)  
(c) 802-922-4677

**References:**

Please provide a list of three commercial references in New England where you have recently completed a playground design, delivery, and installation. Please provide examples of projects with project photos, summaries, or other explanations.

**Insurance:**

All companies providing the installation will provide the adequate insurance coverage upon request before the start of the playground installation.

**Safety:**

All parties involved shall exercise the utmost care when working in the public park. All parties involved shall be responsible for and indemnify and hold the Village harmless from all damage to the facility that may occur during the project. Any damage that may occur shall be reported to the recreation department immediately.

**Sub-Contractors:** If the organization submitting a proposal must outsource or contract any work to meet the requirements contained herein, this must be clearly stated in the proposal. Additionally, all costs included in proposals must be all-inclusive to include any outsourced or contracted work. Any proposals which call for outsourcing or contracting work must include a name and description of the organization's being contracted.

**Incomplete Information:** Failure to complete or provide any of the information requested in this RFP, including references, and/or additional information as indicated, may result in disqualification.

**Vendor Selection:** EJRP may make the final vendor selection based on the bid proposal, but then work with the selected vendor on final structure placement and selection.

**Maple Street Playground Project  
Bid Proposal Submission Form**

Please fill out the Bid Proposal Submission Form below. The Village of Essex Junction reserves the right to reject any and all proposals and act in the best interests of the Village.

Contact Name \_\_\_\_\_

Address: \_\_\_\_\_

Telephone ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_

E-mail \_\_\_\_\_ Web \_\_\_\_\_

Employer ID Number \_\_\_\_\_ or Social Security Number \_\_\_\_\_

Circle one: Corporation or Partnership                      Individual

Total Price of Proposed Project (inclusive of all aspects): \_\_\_\_\_

Breakdown of Pricing Proposal (feel free to include/create on a separate sheet, but please keep these categories):

Site Prep/Equipment Removal:	_____
Freight/Shipping:	_____
Playground Structures/Components:	_____
Installation:	_____
Other:	_____

- Please provide a technical drawing that includes measurements of all components.
- Please include 3 pictures of actual playground. One from each side.
- Please include 3 commercial references, their contact information, and project examples.
- Please include a project timeline.

Signature of Authorized Representative \_\_\_\_\_

Print Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

**Sub-Contractors:**

Contact Name \_\_\_\_\_

Address: \_\_\_\_\_

Telephone ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_

E-mail \_\_\_\_\_ Web \_\_\_\_\_

Employer ID Number \_\_\_\_\_ or Social Security Number \_\_\_\_\_

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