

RFP 15MISC4
PLAYGROUND DESIGN BUILD SERVICES AND BULK EWF MULCH SUPPLY

FACT SHEET

A. **Overview:** This recommendation is: (1) to qualify playground contractors for eligibility to bid on playground projects; and (2) to award a unit price contract for bulk purchases of engineered wood fiber (EWF) playground mulch.

1. **Bid participation:**

29 companies notified
4 companies submitted proposals

2. **Bids were received from:**

Metro Recreation (Jefferson, MD)
Miracle Recreation (Martinsburg, WV)
Playground Specialist, Inc. (Thurmont, MD)
River Valley Landscapes, Inc. dba: River Valley Recreation (Wrightsville, PA)

3. **Other Facts:**

- The qualification period for approved contractors for the design, supply and installation of playground equipment will be effective from the date of award through July 31, 2018, and may be extended on an annual basis for two additional years.
- Annually, during the life of the contract, Frederick County Public Schools (FCPS) will accept letters of interest from prospective contractors to become qualified to compete on playground projects. The open enrollment period will be September 1 through September 30. Playground projects will be bid competitively and proposals accepted from among only these qualified contractors.
- The initial term of the unit price contract for bulk EWF mulch will be effective from the date of award through July 31, 2018, and may be extended on an annual basis for two additional years. Bulk engineered wood fiber mulch is purchased on an as needed basis by the grounds crew with no guarantee of quantity or dollar volume of purchase.
- An evaluation team reviewed the proposals from the playground contractors for the Design Build portion of the procurement and scored them according to the criterion referenced in Section #1 of the attached.
- Playground installations totaled \$262,773 and bulk mulch purchases totaled approximately \$22,000 in FY15.
- The contract for the playground projects will be administered by Ryan Carter, Project Manager, Construction Management. The contract for bulk mulch purchases will be administered by Jim McKeever, Grounds Crew Foreman, Maintenance Department.

4. **Source of Funding:** FY16 Approved Capital Improvement Projects and Operating Budget and contingent upon FY17, FY18 and FY19 Capital Improvement Projects and Operating Budget Board approval.

B. **Recommendation:** Staff recommends that the Playground Design Build Services portion of RFP 15MISC4 be awarded to all four contractors per the attached Technical Review Summary, Section #1. Staff further recommends that the Unit Price Contract for Bulk EWF Mulch Supply be awarded to River Valley Landscapes, Wrightsville, PA, per the attached Bid Tabulation, Section #2.

C. **Action taken by the Board (Purchasing use only):**

____ Approved	____ Denied	____ Deferred	____ Other	BL/kl
____ Date	____ Date	____ Date	____ Date	BOE Meeting: 09.09.15

RFP 15MISC4, PLAYGROUND DESIGN BUILD SERVICES AND BULK EWF MULCH SUPPLY

TECHNICAL REVIEW SUMMARY

SECTION #1: PLAYGROUND DESIGN AND BUILD SERVICES TECHNICAL REVIEW SUMMARY

	Reviewer 1	Reviewer 2	Reviewer 3	Average
Metro Recreation	88	82	85	85.0
Miracle Recreation	88	88	87	87.7
Playground Specialist, Inc.	100	100	97	99.0
River Valley Landscapes dba: River Valley Recreation	97	97	92	95.3

Minimum Qualifications:

- Maintain a permanent place of business within Maryland or the surrounding states of Virginia, West Virginia, Pennsylvania or the District of Columbia.
- Be certified to do business in Maryland as evidenced by a state of Maryland License.
- Have been in the playground supply and installation business for at least three years.
- Have been a representative for the equipment manufacturer you represent for at least one year.
- Have the ability to provide CAD and design documents.
- Have a minimum bonding capacity of \$500,000.
- Meet and maintain FCPS minimum insurance requirements.
- Have successfully completed at least one playground project with a total minimum value of \$50,000 in the last two years.
- Have experience with school systems in Maryland or the surrounding states of Virginia, West Virginia, Pennsylvania or the District of Columbia.
- Demonstrate to the satisfaction of FCPS that employees who will be used on any FCPS project are properly trained, certified and experienced in the playground installation and inspection services.

Applications were scored and ranked based on the following criteria:

- Business Operations
- Construction Procedures and Safety Compliance
- Financial
- Submission of Requested Documents and Completeness of Responses
- References
- Other information requested in the Contractor's Questionnaire

SECTION #2: BULK PURCHASES OF ENGINEERED WOOD FIBER (EWF) PLAYGROUND MULCH BID TABULATION

Vendor	Brand	\$ Per Cubic Yard
Metro Recreation		No Bid
Miracle Recreation		No Bid
Playground Specialist, Inc.	Zeager	\$ 21.15
River Valley Recreation River Valley Landscapes dba: River Valley Recreation	Zeager	\$ 19.08