



**City of Hammond
Purchasing Department**

**RFP 24-24
Playground Equipment for Jackson Park and Mooney Avenue Park**

Sealed Proposals shall be received by

**Purchasing Department
City of Hammond
310 E Charles St 2nd Fl
PO Box 2788
Hammond LA 70404-2788**

until

10:00 a.m. Friday, May 10, 2024

at which time all Sealed Proposals shall be opened and read aloud.

Advertisement in the City's Official Journal of Record, *The Daily Star*, is scheduled

April 16 and 23, 2024

This RFP may be downloaded from the City's website, www.hammond.org,
or via Bid Express, www.bidexpress.com.

To review or obtain a hardcopy of the RFP or to submit questions, contact

Jana Thurman Soileau
Purchasing Manager
purchasing@hammond.org
985-277-5633

between the hours of 8:00 a.m. and 4:00 p. m. Monday through Friday.

A Mandatory Preproposal Conference will be held at 10:00 a.m. Thursday, April 25, 2024, at Jackson Park, 707 Harden Dr, Hammond LA 70401.

This is the Proposal of:

Company: _____

Address: _____

City: _____ **State:** _____ **ZIP Code:** _____

Point of Contact: _____

Phone: _____ **Fax:** _____

Email: _____

I acknowledge Addenda (list by number or enter N/A if none): _____

Signature: _____ **Date** _____

Proposed Costs:

Line Item	Cost
Jackson Park Playground Equipment & Safety Surfacing	
Jackson Park Freight	
Jackson Park Professional Installation	
Mooney Avenue Park Playground Equipment & Safety Surfacing	
Mooney Avenue Park Freight	
Mooney Avenue Park Professional Installation	
Total	

Section 3 Business/MBE/WBE/SBE/DBE **Yes Type(s):** _____

The City encourages Proposals from Section 3 businesses, Minority Business Enterprises, Woman Business Enterprises, Small Business Enterprises, and other potentially Disadvantaged Business Enterprises. The Proposer should contact the Purchasing Manager if the Proposer is uncertain whether it qualifies as a Section 3 business, MBE, WBE, SBE, and/or DBE.

Nondiscrimination Certification

By submitting a Proposal, the Proposer certifies compliance with Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972; Section 202 of Executive Order 11246, as amended; the Vietnam Era Veterans' Readjustment Assistance Act of 1974; Section 503 of the Rehabilitation Act of 1973; and the Americans with Disabilities Act of 1990. The Proposer also certifies its intent to keep informed of and comply with all federal, State, and local laws, ordinances, and regulations which affect the Proposer's employees or prospective employees.

"No Proposal"

Any business or enterprise that chooses NOT to submit a Proposal, but wishes to acknowledge notification of this RFP, may complete and submit this Proposal Form with "No Proposal" for Proposal Amount. "No Proposals" shall only serve as a means of verifying notification of this RFP and shall NOT affect participation in future RFPs.

PROJECT SCOPE

This Project consists of the installation of a new playstructure in Jackson Park, 707 Harden Dr, Hammond LA 70401 ("Project Site 1"), and the installation of new swings in Mooney Avenue Park, 814 Mooney Ave, Hammond LA 70403 ("Project Site 2"), as described in these Preliminary Pages, any included Specifications and/or Drawings, and any future Addenda.

The 2 Project Sites are approximate 1.5 miles apart.

The estimated cost of this Project is \$105,000, inclusive of playground equipment and safety surfacing, freight, and professional installation.

SPECIAL REQUIREMENTS

Background

Jackson Park

In 2014, the City opened Jackson Park, featuring a playstructure for 5–12-year-olds and 6 nearby swings.

In 2022, the City recovered the original poured-in-place rubber safety surfacing beneath the playstructure and replaced the engineered wood fiber beneath the swings with bonded rubber. A single-post shade was also retrofit to the playstructure.

In 2023, the playstructure was damaged by fire.

After carefully considering repair or replacement, the City has decided to replace the damaged playstructure, which will be removed by the City prior to construction.

Mooney Avenue Park

In 2020, the City developed a master plan for the redevelopment of Mooney Avenue Park.

Phase I was completed in early 2022 and brought parking, a new Restrooms Building, and a new and larger Basketball Pavilion to the park.

Phase II followed in late 2022 and is currently underway. This phase has removed old playground equipment and an old splash pad, renovated the original basketball pavilion as a Playground Pavilion, complete with new playground equipment, and brought new site furniture (e.g. picnic tables, park benches) to the park. Over the coming months, Phase II will bring picnic pavilions, a gazebo, a new splash pad, new sidewalk, and landscaping to the park.

After installing new swings under the Playground Pavilion, the City desires to install additional new swings near the Basketball Pavilion—incorporating these into the master plan for the park.

Installation Requirements

Jackson Park

The new playstructure shall be installed in the footprint of the original playstructure.

This footprint features a square concrete slab measuring approximately 4" thick x 1,370 sf, contoured rubber safety surfacing measuring approximately 6" thick x 850 sf, and a freestanding rock wall.

The design of the new playstructure shall incorporate these features and the existing single-post shade.

Following construction, the City will patch and/or extend rubber safety surfacing as necessary to ensure safety.

Patches shall be minimal.

The Contractor shall provide specifications for any bonded rubber safety surfacing extension, which shall also be minimal.

The City will NOT patch rubber safety surfacing unnecessarily removed or damaged by the Contractor. The City will NOT further extend bonded rubber safety surfacing due to miscalculations or other errors made by the Contractor. In these instances, the Contractor shall be responsible for repairing and/or extending rubber safety surfacing.

The Contractor must restrict access to Project Site 1 with, at a minimum, heavy-duty commercial-grade orange barrier fencing during construction and until rubber safety surfacing has been patched and/or extended and has cured and both the playstructure and rubber safety surfacing have been safety-inspected and safety-approved by the Contractor.

Mooney Avenue Park

The new swings shall be installed over a concrete slab, to be provided by the City, measuring approximately 50' x 31' x 6" in the open area just south of the Basketball Pavilion and just west of the Restrooms Building.

These swings shall closely match existing swings under the Playground Pavilion (e.g. in materials, style, dimensions, contoured bonded rubber safety surfacing).

The Contractor shall provide additional specifications (e.g. PSI, reinforcement, joining, slope) for the slab—including the locations and dimensions of openings for footers for swing posts.

The Contractor shall install footers contiguous with the sides of slab openings and the surface of the slab.

The City will NOT modify the slab due to miscalculations or other errors made by the Contractor. In these instances, the Contractor shall be responsible for any modifications necessary to comply with safety and installation requirements.

The Contractor must restrict access to Project Site 2 with, at a minimum, heavy-duty commercial-grade orange barrier fencing during construction and until rubber safety surfacing has cured and both the swings and bonded rubber safety surfacing have been safety-inspected and safety-approved by the Contractor.

Playground Equipment Requirements

Jackson Park

The playstructure shall consist of

1. a central playstructure for 5–12-year-olds—including
 - EXISTING bonded rubber safety surfacing,
 - an EXISTING functionally-connected rock wall,
 - a spinning motion play component supporting at least 3 children at the same time,
 - a transfer station,
 - multiple deck heights (e.g. of 24", 40", 48", 96", and 112"),
 - stair and step climbers between lower (e.g. 24", 40", 48", and 96"-high) decks,
 - a "Connect 4"-style activity panel at one of the lower (e.g. 40"-high) decks,
 - a bell accessory at one of the lower (e.g. 48"-high) decks,
 - a double slide from one of the lower (e.g. 48"-high) decks,
 - a vertical climber to the highest (e.g. 96" or 112"-high) decks,
 - a kaleidoscope/telescope at the highest (e.g. 112"-high) deck,
 - a spiral slide from the highest (e.g. 112"-high) deck,
 - an EXISTING single-post shade retrofit to the playstructure.
2. 3 freestanding activity panels, at least 1 of which must be accessible, for 2–12-year-olds—including
 - tic-tac-toe,
 - numbers game, and
 - spiral spinners.

Additionally, a National Program for Playground Safety kit and a maintenance kit shall be included.

Mooney Avenue Park

Swings shall consist of

1. a single-post swing set with 3 bays, each at a 7' height, including
 - 6 flat (e.g. polyethylene) swing seats,
 - contoured bonded rubber safety surfacing, and
 - 6 embedded wear mats beneath swings.

Additionally, a National Program for Playground Safety kit and a maintenance kit shall be included.

Proposer Requirements

The Proposer must:

1. be a licensed contractor in the State of Louisiana holding a specialty license in Recreation & Sporting Facilities & Golf Courses for at least 5 years;
2. be insured;
3. be an ISO-9001:2015-certified company;
4. be an ISO-14001:2015-certified company;
5. possess at least 5 years of experience in playground construction;
6. warranty playground equipment, at a minimum, as required under Warranty Requirements;
7. provide documentation of 1–6 with its Proposal;
8. provide 2D diagrams and 3D renderings of the playstructure with its Proposal;
9. provide a complete list of freestanding, functionally-connected, and connected playground equipment, including all components that comprise a playstructure;
10. provide a color palette with color options;
11. if selected as the Contractor, provide a Project Manager, who is a graduate of the Playground Construction School and a Certified Playground Safety Inspector, to oversee construction; and
12. if selected as the Contractor, ensure all on-site installers are certified installers of the playground equipment and/or bonded rubber safety surfacing.

Mandatory Preproposal Conference Requirement

A Mandatory Preproposal Conference will be held at 10:00 a.m. Thursday, April 25, 2024, at Jackson Park, 707 Harden Dr, Hammond LA 70401.

Warranty Requirements

Proposed playground equipment must be warrantied, at a minimum, as follows:

1. 100-YEAR WARRANTY on aluminum and steel upright posts;
2. 100-YEAR WARRANTY on fastening and clamp systems;
3. 100-YEAR WARRANTY on hardware (e.g. nuts, bolts, washers);
4. 15-YEAR WARRANTY on platforms, decks, railings, and barriers;
5. 15-YEAR WARRANTY on all plastic components;

6. 10-YEAR WARRANTY on full-color custom signs against manufacturing defects that cause delamination or degradation of the sign (full-color custom signs must also carry a 2-YEAR WARRANTY against premature fading of the print and graphics on the signs);
7. 5-YEAR WARRANTY on moving parts, including swing components; and
8. 3-YEAR (PREFERABLY 5-YEAR) WARRANTY on bonded rubber safety surfacing.

INSTRUCTIONS TO PROPOSERS

General

It is the Proposer's responsibility to review this RFP—including these Preliminary Pages, any included Specifications and/or Drawings, and any future Addenda—and to submit questions as early as possible during the Proposal Period. Questions must be submitted to

Jana Thurman Soileau
Purchasing Manager
purchasing@hammond.org
985-277-5633

between the hours of 8:00 a.m. and 4:00 p. m. Monday through Friday and shall become part of the Proposer's Proposal. Proposers who do NOT submit questions shall be assumed to have reviewed this RFP and found it to be clear and the RFP process to be fair and competitive. Protests of the RFP or RFP process shall NOT be considered after Proposals are opened.

RFPs are advertised in the City's Official Journal of Record, *The Daily Star*, and published to the City's website, **www.hammond.org**, and on Bid Express's website, **www.bidexpress.com**, from which copies may be downloaded.

This RFP has been/shall be so advertised and published.

It is NOT the City's responsibility to ensure Proposers receive a copy or notice of this RFP.

To review or obtain a hardcopy of this RFP, Proposers should contact

Jana Thurman Soileau
Purchasing Manager
purchasing@hammond.org
985-277-5633

between the hours of 8:00 a.m. and 4:00 p. m. Monday through Friday.

Addenda

If substantial clarifications or changes to this RFP become necessary, these shall be issued in the form of written Addenda to this RFP and published to the City's website, www.hammond.org, to Bid Express's website, www.bidexpress.com, and, if required by procurement procedure, in *The Daily Star*.

Proposals

Sealed Proposals shall be accepted only on the form(s) furnished with this RFP. Substitute, altered, or incomplete forms shall NOT be accepted.

All Proposals must be typed or printed in blue or black ink. Manual corrections are acceptable when they are few and minor and initialed by the Proposer. Uninitialed corrections shall be cause for a Proposal's rejection.

All Proposals must be signed. An unsigned Proposal shall be cause for its rejection.

Hardcopies must include the **RFP Number, Proposer's Name, Proposer's Address, Proposer's Louisiana Contractor License Number, and RFP Opening Date** clearly typed or printed on the outside of the Proposal envelope. Only 1 Proposal shall be accepted from each Proposer. Alternates shall NOT be accepted unless specifically requested/allowed by the RFP. Proposals must be delivered to

Purchasing Department
City of Hammond
310 E Charles St 2nd Fl
PO Box 2788
Hammond LA 70404-2788

or submitted electronically via Bid Express by **10:00 a.m. Friday, May 10, 2024**.

By submitting a Proposal, the Proposer agrees:

1. the Proposer has read and thoroughly examined this RFP and complied with all Instructions to Proposers included therein;
2. the Proposer has found no errors, conflicts, ambiguities, or omissions in this RFP—except as previously submitted to and addressed by the Purchasing Manager (e.g. through Addenda)—that would affect costs, performance, or completion of the Project;
3. the Proposer has familiarized itself with the Project Site, Project Site conditions, and the surrounding area;
4. the Proposer has correlated its observations with this RFP;
5. the Proposer has familiarized itself with the federal, State, and local laws, regulations, and requirements applicable to the performance and completion of the Project described in this RFP;
6. the Proposer is properly licensed in the State of Louisiana to perform this Project;

7. if its Proposal is selected, the Proposer shall obtain the necessary permits to perform this Project; and
8. the Proposer understands the terms and conditions for satisfactory performance and completion of the Project.

Forms and Related Documents

The following forms and related documents are required of all Proposers:

1. **Proposal Form** (note: the Proposer must acknowledge Addenda, if any, by number on the Proposal Form);
2. **Corporate Resolution** or other written evidence of the authority of the person signing the Proposal to sign the Proposal; and
3. any **Related Documents** specified under Special Requirements.

Proposals that omit these forms or related documents shall be considered incomplete and may be rejected accordingly.

Evaluation of Proposals

The City shall evaluate, ratify, and award or reject Proposals within 30 calendar days of the deadline for Proposals.

The Proposer shall honor its Proposal for the duration this period.

Currently, the City anticipates ratifying and awarding or rejecting Proposals **Tuesday, May 14, 2024**.

Rejection of a Proposal

The City reserves its right under law to reject any and all Proposals for just cause.

INSTRUCTIONS TO THE CONTRACTOR

Liability Insurance Requirements

At all times during the term of the Contract, the Contractor must maintain and pay for property damage and public liability insurance with limits of at least \$1,000,000, inclusive of bodily injury and property damage for any 1 occurrence.

Prior to commencing the Project described in this RFP, the Contractor must file with the City a "certificate of insurance" meeting the aforementioned requirements and listing

City of Hammond
310 E Charles St
Hammond LA 70401-3324

as a named insured by added endorsement. Any cost associated with this addition shall, like the cost of the insurance itself, be paid by the Contractor.

The Contractor shall be responsible for any and all accidents, injuries, damages, losses, claims, demands, suits, judgments, other legal actions, payments, recoveries, and fees caused by the Contractor, its officers, employees, or agents (referred to collectively as the "Contractor"), or resulting from the execution of this Project or any operations relating to this Project, or reason of existence or location or condition of facilities or of any materials or supplies or machinery used thereon or therein, or neglect or omission on the Contractor's part, or any and all of the several acts or things required to be done by the Contractor under and by the conditions and covenants of the Contract.

The Contractor shall further assume the defense of and indemnify and hold harmless the City, its officers, employees, and agents (referred to collectively as the "City") from and against any and all accidents, injuries, damages, losses, claims, demands, suits, judgments, other legal actions, payments, recoveries, and fees of every nature and description brought or recovered against the City by reason of any act or omission of the Contractor relating to this Project.

Workers' Compensation Requirements

The Contractor shall pay or cause to be paid all assessments and compensations required by the Workers' Compensation Act.

The Contractor shall provide evidence all assessments and compensations payable to the Workers' Compensation Board up to and including the date of the Contract have been paid.

The City may, at any time during the Contract or at the completion of the Contract, require further evidence such assessments and compensations have been paid.

SPECIFICATIONS AND DRAWINGS

General

The following Specifications and Drawings have been written in a manner to invite open competition. Any manufacturer's name, trade name, brand name, or catalog number referenced in the Specifications and Drawings is for the purpose of describing and establishing general quality levels and appearance. Such references are NOT intended to be restrictive; Proposers are always free to submit "equals."

Exceptions: in both Jackson Park and Mooney Avenue Park, dark brown bonded rubber safety surfacing must be used; in Jackson Park, the existing playground equipment colors lime green and blue must be incorporated into the design of the new playstructure.

"Equals"

Wherever the Proposer deviates from the Specifications and Drawings to propose "equal" supplies, materials, or workmanship, the Proposer must provide a list of these deviations, as well as specifications, drawings, samples, or other evidence of the deviation's equality to

Jana Thurman Soileau
Purchasing Manager
purchasing@hammond.org
985-277-5633

The Purchasing Manager shall reserve the right to approve or disapprove the deviation as "equal" based upon a review of this evidence; his/her decision shall be final.

Measurements and Formulations

ALL measurements and formulations are the responsibility of the Contractor. The City will NOT authorize ANY change resulting from inaccurate measurements or formulations.

Bonded Rubber

The City has standardized the use of bonded rubber as a safety surface for both installations of new playgrounds and renovations of existing playgrounds. Examples of this safety surfacing can be examined in Cate Square Park, 200 W Charles St, Hammond LA 70401; in Clarke Park, 500 E Illinois St, Hammond LA 70403; in Jackson Park, 707 Harden Dr, Hammond LA 70401; and in Mooney Avenue Park, 814 Mooney Ave, Hammond LA 70403.

General Installation Requirements

1. Installation shall be according to Drawings and the manufacturer's instructions, including in the sequence recommended by the manufacturer.
2. Variations from Drawings or manufacturer's instructions must be approved by the City and/or manufacturer.
3. Unapproved variations from Drawings or the manufacturer's instructions and all costs associated with correction shall be the responsibility of the Contractor.

Safety

1. Access to the Project Site shall be restricted with, at a minimum, heavy-duty commercial-grade orange barrier fencing during construction and until the Project is complete and the Project Site has been safety-inspected and safety-approved by the Contractor.

Cleaning

1. The Contractor shall clean the site of excess materials, including post hole excavations.
2. The City shall provide a dumpster for this purpose.


Demonstration

The Contractor shall instruct the City staff on the proper operation and maintenance of playground components.

1

JACKSON PARK PLAYGROUND - NEW PLAYSTRUCTRE (SOUTHEAST VIEW)



COLOR KEY	
	LIME
	ORANGE
	BLUE
	ORANGE/BLACK
	LIME/BLACK

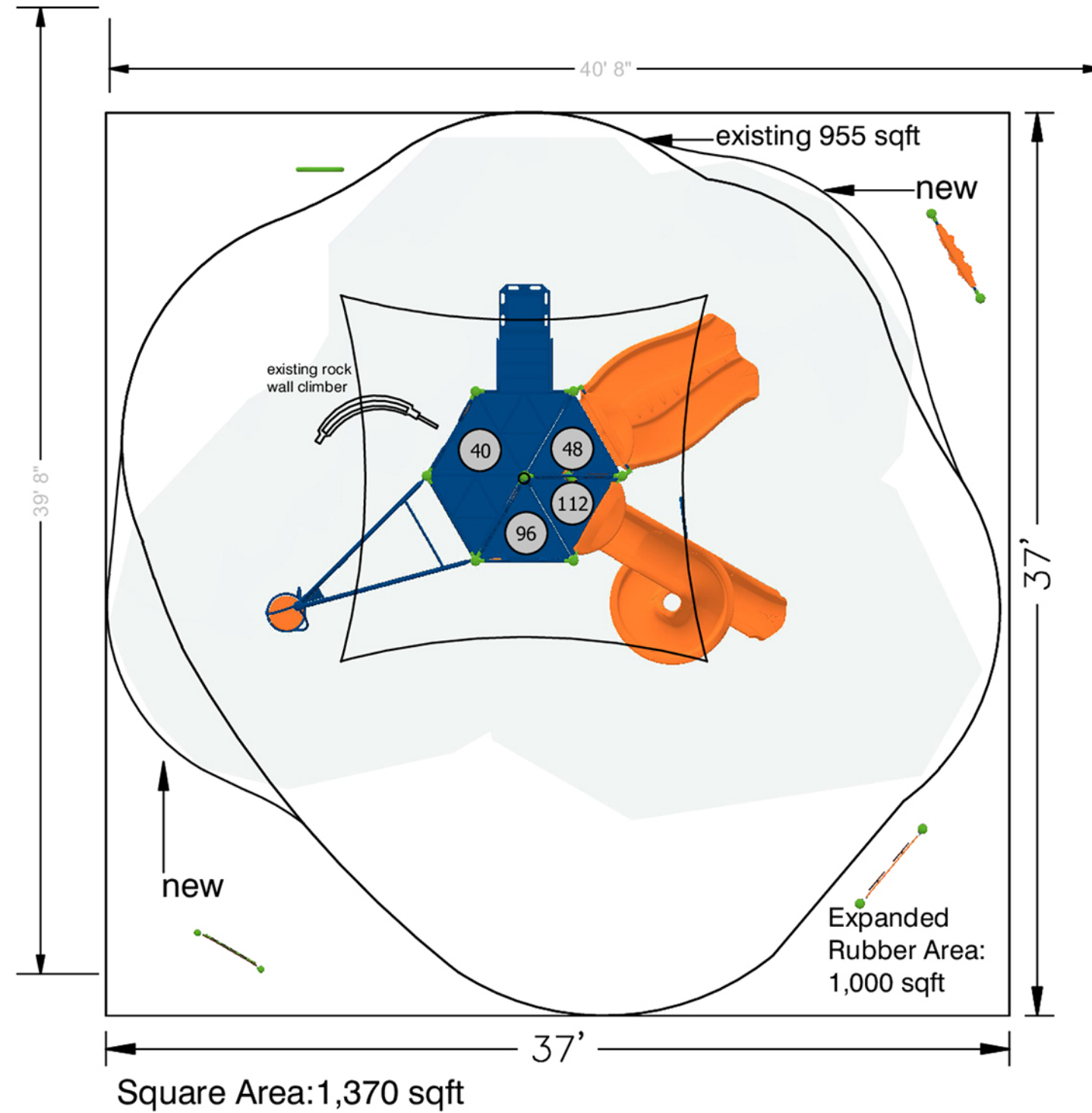
ONE LINE PUZZLES
TRACE THE LINES BELOW WITHOUT
PICKING UP YOUR PENCIL OR
REACHING THE SAME LINE TWICE







JACKSON PARK PLAYGROUND - NEW PLAYSTRUCTURE (TOP VIEW)



NOTE: ALTHOUGH ALL ATTEMPTS HAVE BEEN MADE TO PROVIDE AN ACCURATE SITE IT MAY NOT TRULY REPRESENT THE AREA WHERE THIS STRUCTURE IS TO BE PLACED.



OVERALL BOUNDING OF USE ZONES **The space requirements shown here are to ASTM standards. Requirements for other standards may be different.

Area: 1609.1 sq.ft.
Perimeter: 160.5 ft.

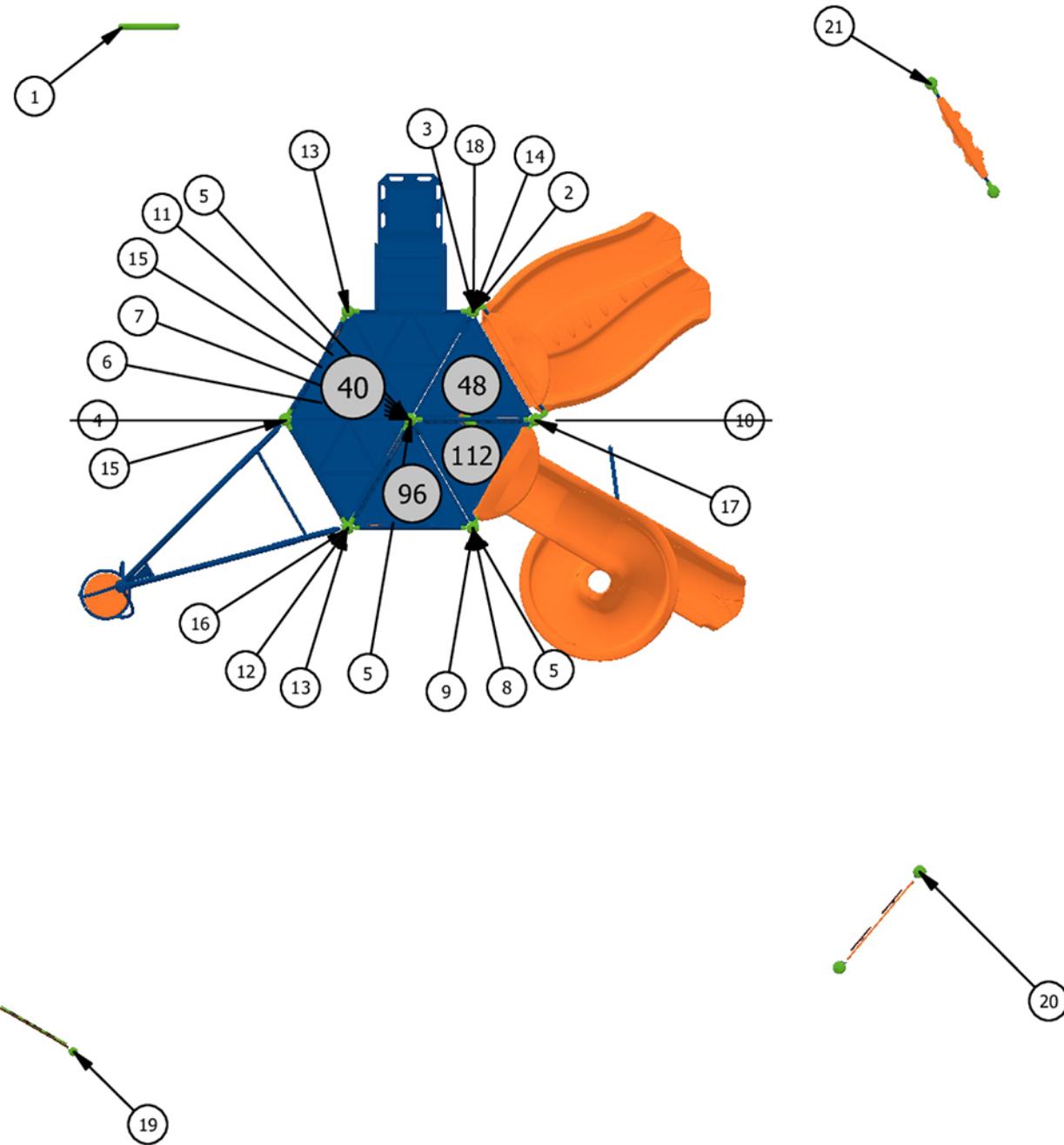
STRUCTURE SIZE: 8"x40' 8"

POST SIZE(S): 3.5"

PLAYGROUND ACCESSIBILITY (Provided/Required)					
TOTAL EVENTS	ELEVATED EVENTS	TRANSFER ACCESSIBLE EVENTS	RAMP ACCESSIBLE EVENTS	GROUND EVENTS	TYPES OF GROUND EVENTS
10	6 / 3	6 / 0	0 / 0	4 / 2	4 / 2

The use and layout of play components identified in this plan conform to the CPSC guidelines. U.S. CPSC recommends the separation of age groups in playground layouts.

Warning: Accessible safety surfacing material is required beneath and around this equipment that is compliant with ASTM, CPSC, and ADAAG requirements.



ITEM	DESCRIPTION
1	FS SIGN, AGES 5-12 BOTH SIDES
2	HALF HEXAGON PLATFORM
3	POST MOUNTED BELL
4	SPINNER, FIERCE CYCLONE
5	TRIANGLE PLATFORM
6	ABSTRACT PLATFORM LADDER 16"
7	GRAB BAR ASSEMBLY
8	VIPER SPIRAL 112 W/O HOOD
9	SLIDE HOOD, HIGH SIDE WALL
10	EVOLUTION BARRIER W/ KALEIDOSCOPE
11	EVOLUTION BARRIER
12	TREE BRANCH CLIMBER 96"
13	EVOLUTION UNITARY ENCLOSURE
14	TRANSFER STATION, HANDRAIL 40"
15	PIPE WALL
16	3-IN-A-ROW PANEL, ABOVE PLATFORM
17	LUGE SLIDE, 48"-56"
18	8" CLOSURE PLATE, ELLIPSE
19	HIDE THE NUMBERS 2-SIDEDPLAY PANEL, BELOW
20	SPIRAL SPINNER ACCESSIBLE REACH PANEL
21	TIC TAC TOE PANEL ASSEMBLY, GL



1

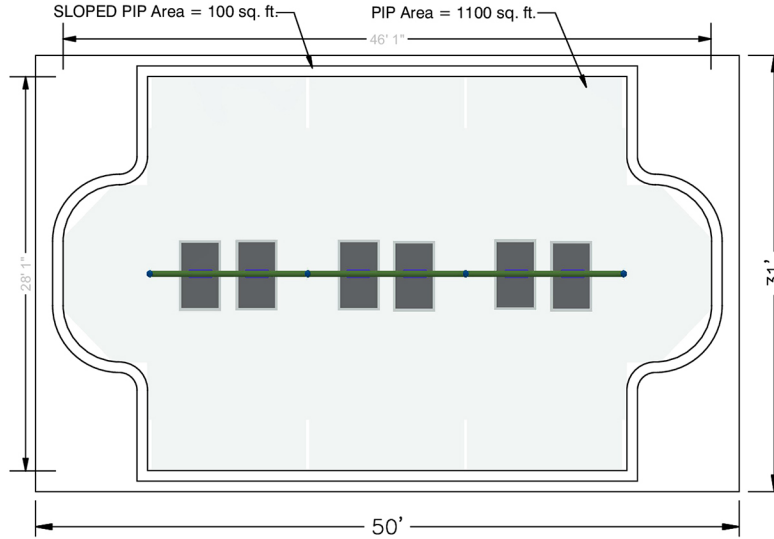
MOONEY AVENUE PARK - NEW SWINGS



COLOR KEY	
	OLIVE
	BLUE







NOTE: ALTHOUGH ALL ATTEMPTS HAVE BEEN MADE TO PROVIDE AN ACCURATE SITE IT MAY NOT TRULY REPRESENT THE AREA WHERE THIS STRUCTURE IS TO BE PLACED.



OVERALL BOUNDING OF USE ZONES **The space requirements shown here are to ASTM standards. Requirements for other standards may be different.

Area: 1288.6 sq.ft.
Perimeter: 148 ft.

STRUCTURE SIZE: 1"x46' 1"

POST SIZE(S):

PLAYGROUND ACCESSIBILITY (Provided/Required)					
TOTAL EVENTS	ELEVATED EVENTS	TRANSFER ACCESSIBLE	RAMP ACCESSIBLE SURFACE	GROUND EVENTS	TYPES OF GROUND EVENTS
3	0/0	0/0	0/0	6/0	1/0

The use and layout of play components identified in this plan conform to the CPSC guidelines. U.S. CPSC recommends the separation of age groups in playground layouts.

Warning: Accessible safety surfacing material is required beneath and around this equipment that is compliant with ASTM, CPSC, and ADAAG requirements.