

CHEROKEE COUNTY SCHOOL DISTRICT  
SPECIFIC TERMS AND CONDITIONS  
PLAYGROUND DESIGN AND EQUIPMENT PG-2023 RFP

**SPECIFIC TERMS AND CONDITIONS**

1. The Cherokee County School District (CCSD) is soliciting proposals for Playground Design and Equipment. The proposed solution shall incorporate the following specifications. In the best interest of CCSD, the RFP may be awarded to multiple proposers.
2. All information requested for this solicitation must be submitted thru the Bonfire Interactive portal. RFP proposals shall be submitted in the portal on Monday, March 27, 2023, by 9:00 a.m. Paper submissions will not be accepted. The PG-2023 proposal form is an Excel document which contains four (4) tabs.
3. The twenty-four (24) month term for the Playground Design and Equipment RFP will be May 1, 2023, through April 30, 2025. The term may be extended if requested by the successful proposer(s) at least 120 days in advance of current term expiration. All prices submitted must be firm for the duration of the term as well as any subsequent renewals.
4. All questions regarding the PG-2023 RFP must be submitted thru the CCSD Bonfire Message Center by 2:00 p.m. on Wednesday, March 15, 2023.
5. All pricing options and applicable charges should be listed to ensure comparisons are fair and equitable. It is the proposer's responsibility to provide ALL available pricing options and list ALL applicable charges. All information requested on the CCSD proposal form (s) must be provided for analysis purposes.
6. Proposed costs must include ALL pickup, shipping, delivery, installation, handling, and environmental/fuel surcharges, etc.
7. For scoring purposes, the project has a budget of \$200,000.00 per playground. Proposers shall provide two (2) design concepts within the maximum budget. The projects must include concrete with poured in place rubber for surfacing.
8. Company Qualifications, Experience, Methodology, and Operation
  - a. Provide a brief history of the company including the number of years in business providing playground design and equipment services.
  - b. Describe previous experience providing playground design and equipment services to other school districts of similar size.
  - c. Describe ability to obtain the required parts for repair projects.
  - d. Provide information regarding your technician training program and certification.
  - e. Describe your quality assurance and warranty programs.
  - f. Describe your service and support offerings.
  - g. Describe your safety program.
9. All playground design and equipment, manufacture, and installation must conform to the Consumer Products Safety Commission guidelines as stated in the latest edition of the Public Playground Safety handbook as well as the ASTM "Standard Consumer Performance Specifications for Playground Equipment for Public Use" (ASTM 1487-07), and IPEMA certification by the manufacturer is highly preferred.
10. Playground equipment must be age appropriate and accessible to children of all abilities including children with special needs, utilizing a variety of components for free and group play enabling site line of visibility for adult supervision.
11. Playground equipment must be designed and manufactured so that components do not form angles or openings that could trap a child's head or any part of his body.
12. Playground equipment must not present any accessible pinch, crush, or shear points caused by components

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moving relative to one another or to a fixed component.

13. Playground equipment must present no accessible sharp edges or protruding points or ends that could cut or puncture skin or catch clothing.
14. Fasteners and exposed ends of hardware must be covered with smooth surfaced protective caps or plugs. Exposed fasteners are acceptable only if they are in a protected location.
15. Successful proposer must electronically submit the manufacturer detailed warranty information for all playground equipment and components proposed. Minimum product warranty is 10-year or better.
16. Manufacturer shall provide a minimum of \$50,000,000 product liability insurance coverage for products installed as part of this agreement. Insurance shall be written on an occurrence form. No portion of the insurance coverage shall be self-insured, and product liability insurance written on a "claims made" form is not acceptable.
17. Any dimensions given for length, width, and height are representative only and may be adjusted accordingly to meet individual manufacture design criteria.
18. Mats will be required under all high use areas at the opening of new playgrounds.
19. Pricing for Sunshades should be included on the proposal form to allow schools to budget/fundraise appropriately. Installation would be at the request of the school.
20. Playground equipment manufacturer representative and installer of equipment must maintain and submit current certification by the National Program Playground Safety Institute (NPPS). Playground equipment must be installed in accordance with manufacturer's written instructions.
21. The manufacturer shall have been successfully engaged in the business of manufacturing playground equipment as described herein for a period of not less than five (5) years and must submit current ISO 9001 certification.
22. The playground equipment designer, supplier, and installer must each maintain and submit current certification as a Certified Playground Safety Inspector (CPSI) by the National Playground Safety Institute (NPSI).
23. Installation of playground equipment specified herein shall be accomplished only by skilled factory certified technicians experienced in the installation of the products specified, the installation instructions of the manufacturer of the products being installed, and who are completely familiar with the requirements of the installation.
24. Upon award of specific project, successful proposer must electronically submit manufacturer's specifications and installation instructions for each playground unit and component offered to the CCSD Office Support Services.
25. Upon award of specific project, successful proposer must submit a sample of each major material and component including, but not limited to, coated metal components, plastic components, and fasteners.
26. Upon award of specific project, successful proposer must submit sample color chip ring of manufacturer's standard colors for selection.
27. Proposer must submit with the complete RFP response, 11x17 shop drawings/diagrams for each playground unit which includes components showing design details, dimensions, location of anchorages, and layout of

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installation. All new school projects have two (2) approximately seventy feet x one hundred feet (70'x 100') playground areas to design and install playground equipment, one for each area.

28. Proposer must submit as part of shop drawings, certification from manufacturer of product or materials furnished herein, stating that the products and/or material being furnished comply with ASTM 1487 technical provisions. Any and all deviations from technical provisions of specifications shall be specifically noted.
29. Upon award of specific project, successful proposer shall submit Producer's Statement of Applicability, a written certified statement that the producer reviewed the proposed application of equipment. Statement shall state that producer agrees with or does not object to CCSD's specification and selection of product for use in proposed project. The statement should also state that proposed application of equipment on project is suitable, proper, and age appropriate.
30. Products provided herein shall comply with applicable Handicapped Accessibility Code which includes current edition of Georgia Accessibility code: 120-3-20.
31. Upon award of specific project, successful proposer must submit manufacturer certificate attesting that material furnished and completed installation of material comply with all applicable provisions of current edition of ADA and ANSI A117.1.
32. The playground equipment proposed must be new.
33. All items must be line item priced as specified on proposal form (s) and all prices submitted will be firm for the duration of the agreement. Proposer shall submit detailed specification/data sheets for all items proposed.
34. The proposer shall price each play component item separately on the Itemized Proposal Form and submit detailed specification/data sheets for each item proposed. Do not include horizontal bars (monkey bars).
35. Proposer to provide detailed design, configuration, and recommendations for playground units and components which include height specifications and handicap accessibility. The proposed equipment must meet or exceed general product specifications and conform to the Consumer Products Safety Commission (CPSC) guidelines as stated in the latest edition of the Public Playground Safety handbook as well as the ASTM "Standard Consumer Performance Specifications for Playground Equipment for Public Use" (ASTM 1487-07). All future "add on" components must meet the original specifications with the awarded proposer supplying specific specifications for each "add on" component when needed.
36. It is the proposer's responsibility of handling all contact with manufacturer for warranty repair issues. All fees associated with the service repairs or replacement for items under warranty will be incurred by the proposer.
37. In coordination with CCSD Office of Support Services, a Playground Safety Audit must be completed for all playgrounds at each school. The successful proposer shall provide a signed report as follows:
  - a. Within one week of complete initial installation prior to release for intended use.
  - b. For final acceptance inspection and payment.
  - c. In a form prescribed by the District.
  - d. Within one week of notice at any other time as requested by the District.
  - e. Signed and dated by an authorized representative of the company with a current CPSI designation.
  - f. The original audit form submitted to the school principal with a scanned, emailed copy to the CCSD Office of Support Services.
  - g. Annual Audits will be the successful proposer's responsibility. CCSD will specify the form/format of the audits.
38. The installer is to examine substrate conditions under which work of this project is to be performed and notify CCSD, in writing, of unsatisfactory conditions. Do not proceed with work until unsatisfactory conditions have

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been corrected in a manner acceptable to installer. Installation of equipment shall be construed as acceptance of conditions as being satisfactory.

39. The successful proposer is responsible for assembly/installation of equipment in accordance with the manufacturer's installation instructions and is responsible for all components of each unit, obtaining missing parts or components immediately upon discovery. All playground equipment will be assembled and installed by the successful proposer.
40. After equipment installation/assembly/setup, successful proposer shall thoroughly clean all surfaces, removing labels, other such extraneous materials, leaving protective coverings where applicable. Protect all equipment in a manner recommended by manufacturer and replace any damaged materials, including scratched surfaces prior to final acceptance inspection by CCSD Office of Support Services.
41. Successful proposer is responsible for site cleanup and debris disposal. Disposal of any proposer materials in a CCSD or General Contractors dumpster will not be permitted.
42. The successful proposer must provide maintenance kits with all playground installations. The kit to include spare bolts and screws, touch up paint, lubricant, sandpaper, allen wrench, and maintenance instructions housed in a small toolbox provided to the CCSD Office of Support Services.
43. A pre-construction meeting with personnel from the Office of Support Services or their designee will be scheduled with the successful proposer prior to the installation of the playground equipment.
44. The proposer is to provide signage from the playground equipment manufacturer for each playground unit for placement at the playground entrance indicating age of intended user and supervision recommended. The sign must be posted in English and Spanish language. The sign must not be placed in the use zone. The wording, design, construction, and installation of signage must meet final approval by CCSD. A sample drawing of signage must be submitted with complete RFP packet.
45. Any wood loose fill mulch, chips, or resilient surfacing material provided and purchased must meet ADA requirements and include proper drainage design for schools. A signed certificate indicating ADA requirements are met must be provided by the product manufacturer. Shredded rubber loose fill mulch will not be an accepted surfacing material.
46. The surfacing material used under and around playground equipment should have a Critical Height Value of at least the height of the highest designated play surface on the equipment. A signed certificate indicating the Critical Height Value must be provided by the product manufacturer.
47. Submit a sample project schedule to include all aspects and/or steps from date of order to final inspection and acceptance of equipment.
48. Proposer will be responsible for locating and marking all utilities. If proposer causes damage to any utility, Proposer will be responsible for repair.
49. The District recognizes that playtime contributes greatly to physical, mental, emotional, and social growth for all children. In accordance with the Americans with Disabilities Act (ADA) of 1990 which expands and helps clarify Section 504 of the Rehabilitation Act of 1973, and related guidelines pertaining to playgrounds issued in 2000, playgrounds must be accessible to children of all abilities. It is the desire of the District that playgrounds are designed to provide an integrated play experience for children of all abilities. Access to at least 50 percent of elevated play components is required. Minimum requirements are based on the number and type of ground level components and elevated play components provided. Access to ground level components is required to at least one of each type provided and, in a number, proportionate to elevated play components provided. Ramps, shorter step heights, roomier decks, handrails, and grab bars can enrich the play experience for children of all ages and abilities. Playground features should be designed to promote

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imaginative, inclusive, and interactive play. The playground proposer should be well versed in accessibility requirements and be fully prepared to describe in detail and submit how the playground design will meet the aforementioned expectations.

50. The District is committed to providing a school environment that promotes regular physical activity for students as part of the total learning experience. Playground features should be designed to help kids develop flexibility, cardiovascular health, and muscle strength for the upper body, the back, the arms, and legs, while building coordination, balance, and endurance. Proposer should describe in detail and submit how the playground design will assist the District in providing physical fitness activities for students. All areas shall include progressive challenges for individuals with different abilities. Play enhancements such as standalone equipment that encourages creativity, exploration, and playing together should also be considered in the design.
51. The successful proposer must work during normal business hours and in no way interfere with the normal routine of the school. Evening hours, as well as weekend hours, may be required to accomplish the work. All scheduling shall be coordinated through the CCSD Office of Support Services.
52. All employees of the successful proposer shall be required to have valid photo identification and report to the front office of the site they are servicing to sign in when arriving and sign out when departing. All employees of the proposer are required to wear company issued identification badges and school assigned visitor passes at all times when working in and/or around school facilities.
53. All areas of work shall be left in a clean condition. All debris shall be removed on a daily basis from the job site and facility. No material, chemicals, equipment, or tools shall be left unattended. Successful proposer is responsible for site cleanup and debris disposal. If students are on site, they must be kept away from the area while work is in progress.
54. Damage by contractor: Any damage done to any part of parked vehicles, portable classrooms, buildings, equipment, or any items owned by CCSD or related individuals by the proposer's personnel shall be repaired or replaced at no cost to CCSD. CCSD Office of Safety and Security will be notified and an incident report shall be completed immediately.
55. If CCSD students or personnel enter an area where crews are using equipment and it becomes a safety hazard, the proposer will stop the machinery and ask that the students or personnel to move away or wait until the area is student or personnel free before starting any machinery.
56. All school areas are tobacco free – no smoking, chewing, dipping etc. by employees of successful proposer.
57. The successful proposer and personnel shall at all times wear shirts with sleeves. The personnel shall be well-groomed. No apparel with vulgar emblems, language, gestures, etc. will be tolerated. No inappropriate comments, whistles, gestures or the like to any student or staff member shall be tolerated. Any such actions brought to the attention of the successful proposer and not addressed immediately to the satisfaction of the designated CCSD representative shall result in grounds for immediate termination.
58. Long pants or shorts may be worn (shorts must be mid-thigh).
59. Proposer and his employees shall not engage in conversation with school personnel or students unless absolutely necessary.
60. Any deviations to the above specific terms must be stated and written documentation clarifying any such nonconformity must be submitted with proposal response.

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61. Evaluation and Selection Process - The services being sought under this RFP are professional in nature. Submittals will be evaluated on a combination of factors. They include, but are not limited to the following award criteria:

- 35 points           Quality/Functionality/Features
- 30 points           Qualifications/Experience/References
- 25 points           Service and Support Offerings
- 10 points           Price