REQUEST FOR QUALIFICATIONS

Playground Design and Install

Head Start Operation Center,

1433 Bacharach Blvd. Atlantic City, NJ

Client: Gateway Community Action Partnership

# PROPOSAL PARAMATERS AND GUIDELINES

1. **Submission Requirements.** All proposals must be presented in accordance with the requirements, format, and guidelines described in this Request for Qualifications (RFQ) document.
2. **Submission Deadline.** Interested entities must submit (3) copies of proposals no later than **4:30 p.m., Thursday, July 2nd, 2015.** Submittals should be addressed and delivered to:

 Edward Bethea, Sr. Vice President/Chief Operating Officer Gateway Community Action Partnership 110 Cohansey Street 08302

 (856) 451-6330, Ext. 6655

1. **Interpretation and Addenda.** All questions, requests for interpretation, and comments shall be prepared in writing and submitted to Daniel Muller (dtmuller@gatewaycap.org) via email by June 26th, 2015. Question and clarification responses will be sent to all parties having submitted questions. All responses will be binding. If a respondent has no questions please state so via email so that responses will be forwarded. Oral and other interpretations will be without legal effect. Floor plans for playground areas will need to be emailed to prospective bidder. **Please email Daniel Muller to request floor plan**.

# OVERVIEW

## Gateway Community Action Partnership is constructing a 44,000 SF 2-story Early Learning Center with a 3rd story Administrative Suite at 1433 Bacharach Boulevard, Atlantic City, NJ. For the purposes of this RFQ, Gateway is requesting designs and pricing for three different playgrounds. Please see resulting Appendices for further clarification. The expected playground installation date is **September, 2016**.

# REQUEST FOR QUALIFICATIONS

## This RFQ is issued by Gateway Community Action Partnership (GCAP), a 501 (c) (3) tax exempt nonprofit corporation.

# ROLE OF THE SELECTED CONTRACTOR

## The selected contractor will work closely with GCAP staff to provide services for playground design and installation. The selected contractor must coordinate and work with GCAP staff and other entities in the project team, including, but not limited to, general contractor, construction manager, architect, and any resulting sub-contractors. Upon selection, the contractor will conduct a design review meeting with GCAP staff and selected members of the project team. The contractor is expected to submit pricing on the proposed design with this RFQ.

# RFQ SUBMISSION REQUIREMENTS

## Respondent’s submissions must include the following core components, in order to be considered responsive to this solicitation:

* A current client list for related projects
* A fee schedule(s) showing billing rates and indication of number of project hours projected/allowed. This includes all fixed sum costs, reimbursable costs, and time and material costs. Prevailing wages apply to this project.
* A listing of project deliverables.
* The consultant’s Business Registration & Insurance Certificate.
* Contractor must be International Play Equipment Manufacturers Association (IPEMA) Certified.

# CONDITIONS FOR SUBMISSION OF PROPOSAL

## All proposals in response to this request must meet the following conditions to be considered:

* Breakdown the proposal by the steps of work necessary
* Proposals must be received by the date and time specified; **late proposals will be disqualified.**
* In order to be considered for selection, applicants must submit a complete proposal. **Incomplete proposals may not be considered.**
* Proposals must include a Cover Sheet or Letter clearly stating the name of the applicant, address and telephone number of the applicant representative.

## The funding award for these services and project shall be made at the sole discretion of the Gateway Community Action Partnership Board of Directors. Gateway Community Action Partnership is under no obligation to select any presented proposals. Funding is subject to all necessary approvals by Federal, State and local agencies and their representatives. GCAP reserves the right to request additional information from all applicants. GCAP reserves the right and anticipates inviting top respondents to engage in an interview process to obtain additional information that will be used during the selection process. GCAP reserves the right to reject any and all proposals submitted, and to negotiate portions thereof.

# APPLICATION RANKING CRITERIA.

## All submissions shall be initially reviewed to determine if they are responsive to the submission requirements. Those not meeting the minimum requirements set forth herein will be deemed non-responsive, and will not be subject to further review.

## The responsive submissions shall be evaluated and ranked in accordance with the scoring criteria, based upon a 10-point system.

2 points – Previous history, working with non-profits and government agencies and your direct experience with Head Start, childcare and commercial projects.

2 points – Overall professional Proposal, experience, proven capacity of the organization and its key personnel and staff.

6 points – Timeliness of projected completed date, overall cost estimate, and comprehension of expected design elements.

**CERTIFICATION FORM NOTE**

THIS PAGE MUST BE COMPLETED AND INCLUDED WITH THE SUBMITTAL CERTIFICATION

The undersigned hereby certifies, on behalf of the Respondent named in this Certification (the “Respondent”), that the information provided in this RFQ submittal to ISSUER is accurate and complete, and I am duly authorized to submit same. I hereby certify that the Respondent has reviewed this RFQ in its entirety and accepts its terms and conditions.

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(Name of Respondent)

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(Signature of Authorized Representative

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(Typed Name of Authorized Representative)

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(Title)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Date)

**APPENDIX A: GROUND FLOOR THREE TO FIVE YEAR OLD HEAD START PLAYGROUND ATTRIBUTES**

The Ground Floor Head Start Playground is approximately 2,700 square feet, designed to allow 30 to 35 children engage in educational outdoor activity. The playground will be the outdoor classroom for 17 Head Start classrooms throughout the week, with two classrooms at a time using the playground.

Gateway Head Start has already purchased the following equipment:

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2.
3.
4.
5.
6.
7.
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9.
10.

Gateway is requesting a schematic design demonstrating the installation of the above equipment in compliance with the *Handbook for Public Playground Safety of the United States Consumer Product Safety Commission.*

In addition, the playground design should take into account child play and movement on the playground. The surface of the playground should include pour-in-place surfacing as well as other materials including natural elements. The playground surface should have various textures and designs to promote pretend play and nature exploration.

Gateway believes that outdoor classrooms should include opportunities for development in the following domains: Physical Development, Social-emotional Development, Approaches to Learning, Language Development, Literacy, Mathematics, Science, Creative Arts Expression, Logic and Reasoning, Social Studies.

The playground should be designed for children, and for how adults are engaged with the children throughout the playground. The design should allow for play with various outdoor toys, such as balls, hoops, and riding toys, as well as for the use of different mediums such as paint, chalk, water, and sand.

**APPENDIX B: GROUND FLOOR INFANT-TODDLER EARLY HEAD START PLAYGROUND ATTRIBUTES**

The Ground Floor Early Head Start Playground is approximately 600 square feet, designed to allow 8 children engage in educational outdoor activity. The playground will be the outdoor classroom for 3 Early Head Start classrooms throughout the week, with one classroom at a time using the playground.

Gateway Early Head Start has already purchased the following equipment:

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Gateway is requesting a schematic design demonstrating the installation of the above equipment in compliance with the *Handbook for Public Playground Safety of the United States Consumer Product Safety Commission,* specific to the needs of infants and toddlers

In addition, the playground design should take into account child play and movement on the playground. The surface of the playground should include pour-in-place surfacing as well as other materials including natural elements. The playground surface should have various textures and designs to promote pretend play and nature exploration. Playground surface may not include any loose materials that pose a choking hazard.

Gateway believes that outdoor classrooms should include opportunities for development of infants and toddlers with a focus on the following: physical, social, emotional, cognitive, and language.

The playground should be designed for infants and toddlers, and for how adults are engaged with the infants and toddlers, throughout the playground. In addition to adults engaging with children who are climbing and running, the design should allow for adults to be on the ground with infants and toddlers, engaging in exploration of various materials such as balls, hoops, and riding toys, as well as materials that engage the five senses, including natural elements.

**APPENDIX C: SECOND FLOOR THREE TO FIVE YEAR OLD HEAD START PLAYGROUND ATTRIBUTES**

The Ground Floor Head Start Playground is approximately 1,700 square feet, designed to allow 15 to 20 children engage in educational outdoor activity. The playground will be an outdoor nature-based classroom for 17 Head Start classrooms throughout the week, with one classroom at a time using the playground.

Gateway is requesting a schematic design demonstrating the installation of equipment, materials, and elements in compliance with the *Handbook for Public Playground Safety of the United States Consumer Product Safety Commission.* Some recommended equipment, materials, and elements are the following:

1. Boxed plants, grasses and shrubs that are easily maintained in sea air
2. Water and sand elements
3. Areas for play with items such as trikes, wagons, wheelbarrows, balls, bags, jump ropes, buckets, shovels, sifters, bicycle tires, tubes, tubs, etc.
4. Climber with slide(s)
5. Boulders or other items to provide a more naturalistic environment
6. Outdoor art space
7. Natural materials
8. Construction Zone with materials such as blocks, crates, planks, rope, pulleys
9. Science: magnifying glasses, measuring tape, jars, rain gauges, chemicals (food coloring, baking soda, paint)
10. Develop a pathway: Use pavers, wood rounds, stone, posts, slats
11. Ornamental fences: picket or rail to define space, to climb, to trail hands on
12. Sites for dramatic play

The above items are not required, but represent Gateway’s desired approach to creating an outdoor classroom.

In addition, the playground design should take into account child play and movement on the playground. The surface of the playground should be appropriate for rooftop installation. The playground surface should have various textures and designs to promote pretend play and nature exploration.

Gateway believes that outdoor classrooms should include opportunities for development in the following domains: Physical Development, Social-emotional Development, Approaches to Learning, Language Development, Literacy, Mathematics, Science, Creative Arts Expression, Logic and Reasoning, Social Studies.

The playground should be designed for children, and for how adults are engaged with the children throughout the playground.

**APPENDIX D: ADDITIONAL ITEMS**

Poured-in-Place materials are expected to meet the following American Society for Testing and Materials (ASTM) standard:

### ASTM D412 Standard Test Methods for Vulcanized Rubber and Thermoplastic Rubbers and Thermoplastic Elastomers-Tension.

### ASTM D624 Standard Test Method for Tear Strength of Conventional Vulcanized Rubber and Thermoplastic Elastomers.

### ASTM D2047 Standard Test Method for Static Coefficient of Friction of Polish-Coated Floor Surfaces as Measured by the James Machine.

### ASTM D2859 Standard Test Method for Flammability of Finished Textile Floor Covering Materials.

### ASTM E303 Standard Test Method for Measuring Surface Frictional Properties Using the British Pendulum Tester.

### ASTM F1292 Standard Specification for Impact Attenuation of Surface Systems Under and Around Playground Equipment.

### ASTM F1951 Standard Specification for Determination of Accessibility of Surface Systems Under and Around Playground Equipment.

### ASTM F355-95: Standard Test Method for Shock-Absorbing Properties of Playing Surface Systems and Materials.

### ASTM F355-95: Standard Test Method for Shock-Absorbing Properties of Playing Surface Systems and Materials.

### ASTM D573: Standard Test Method for Rubber – Deterioration in an Air Over.

### ASTM E108: Standard Test Methods for Fire Tests of Roof Covering Materials.

Poured-in-Place surfaces must be installed with a minimum of a 2 layer rubber-urethane playground surfacing system and meet the following criteria:

1. Shock Attentuation (ASTM F1292)
2. Gmax: Less than 200
3. Head Injury Criteria: Less than 1000
4. Flammability (ASTM D2859)
5. Tensile Strength (ASTM D412), 60 psi (413 kPa).
6. Tear Resistance (ASTM D624), 140%
7. Water Permeability, 0.4 gal/yd2/second
8. Accessibility: (ASTM F1951), compliance

Wind Speed Design Criteria:

All Poured-in-Place materials and playground materials must meet the full scale wind pressure studies at the International Hurricane Research of Florida International University, having shown the system to reach an ultimate design wind speed of 150 MPH.

* 1. Full scale work performed using Wall of Wind with pressure taps
	2. Multi-dimensional wind force
	3. No parapets present on the roof deck of the full scale test model
	4. System device provides a multiple paver static lift resisitance to uplift
	5. Factors of safety are computed based on specific wind uplift pressures generated at each play system location on the building
	6. Full scale wind evaluation per ASCE 7-05 Section 6.6
	7. Meet the requirements set forth in International Building Code 1504.8-ANSI/SPRI RP-4 and IBC 1609.1.1.2

All products, materials, and installation should have a warranty/guarantee of materials and installation for at least 5 years.