

From: [JoAnne Plummer](#)
To: [Parks and Recreation Commission](#)
Cc: [Deborah Lopez](#)
Subject: FW: Miscellaneous Park Projects Released for Competitive Bid
Date: Wednesday, March 03, 2021 4:29:47 PM
Attachments: [REQUEST FOR PROPOSALS \(RFP\) AND QUALIFICATIONS TO PROVIDE PLAYGROUND DESIGN, PLAYGROUND EQUIPMENT MANUFACTURE, AND PLAYGROUND EQUIPMENT DELIVERY FOR THE ANDAMAR, BERKELY, WINCHESTER I, AND WINCHESTER II PARKS PLAYGROUND PROJECTS.webloc](#)
[image001.png](#)

Good afternoon Commissioners,

Please see the email below received from Mr. Victor Cox as public comment for item D.1 on tonight's agenda.

Thank you,

JoAnne Plummer

Parks & Recreation Manager

Department of Neighborhood Services & Public Safety

City of Goleta | City Hall - 130 Cremona Drive, Suite B | Goleta, CA 93117

P: 805.562.5505 F: 805.685.2635

jplummer@cityofgoleta.org



From: Victor Cox <vic.cox.freelance@gmail.com>

Sent: Wednesday, March 03, 2021 1:26 PM

To: Deborah Lopez <dlopez@cityofgoleta.org>; Paula Perotte <pperotte@cityofgoleta.org>; JoAnne Plummer <jplummer@cityofgoleta.org>

Subject: Fwd: Miscellaneous Park Projects Released for Competitive Bid

Hello all Parks & Recreation Commission members,

Below is a message from staff that we saw this morning for the first time regarding Item D1 on today's agenda for an RFP on four parks in west Goleta, including the one next to our home.

Among the many problems with the staff request for proposals are the 2018 deadlines embedded in the RFP we were sent. ALL THE STATED DEADLINES HAVE PASSED. No new ones were stated nor any justification for such a major, wide-ranging construction in this time of the CoVid-19 pandemic..

We ask that this process halt and be properly redone to conform with City procedures including adequate time to communicate with the public as well as the Commission and Council.

Thank you,

Vic Cox & Inge Cox, MD

----- Forwarded message -----

From: **JoAnne Plummer** <jplummer@cityofgoleta.org>

Date: Tue, Mar 2, 2021 at 11:54 AM

Subject: Miscellaneous Park Projects Released for Competitive Bid

To: Vic Cox (vic.cox.freelance@gmail.com) <vic.cox.freelance@gmail.com>, Inge Cox <docoxie@gmail.com>

Cc: Shanna Dawson <sdawson@cityofgoleta.org>

Good morning,

I hope this email finds you well. Earlier this year I had promised to share with you when the bid package was released for the playground improvements at your neighborhood park, and three other park locations in Goleta. This project has been released and is currently out for competitive bids, with an anticipated bid closure date of Monday, March 29, 2021.

Information about the bid process is available on Planetbids as well at the City of Goleta's website: <https://www.cityofgoleta.org/city-hall/public-works/city-bid-opportunities>

If you have any questions, please let me know.

Respectfully,

JoAnne Plummer

Parks & Recreation Manager

Department of Neighborhood Services & Public Safety

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P: 805.562.5505 F: 805.685.2635

jplummer@cityofgoleta.org <<mailto:jplummer@cityofgoleta.org>>



**REQUEST FOR PROPOSALS FOR
REQUEST FOR PROPOSALS (RFP) AND QUALIFICATIONS TO PROVIDE
PLAYGROUND DESIGN, PLAYGROUND EQUIPMENT MANUFACTURE,
AND PLAYGROUND EQUIPMENT DELIVERY
FOR THE
ANDAMAR, BERKELY, WINCHESTER I, AND WINCHESTER II PARKS
PLAYGROUND PROJECTS**

August 1, 2018

**Proposals due by August 22, 2018, 12:00 PM PST
(POSTMARKS WILL NOT BE ACCEPTED)**

City of Goleta
Request for proposals (RFP) and qualifications to provide
Playground Design, Playground Equipment Manufacture, and
Playground Equipment Delivery
for the
Andamar, Berkeley, Winchester I, and Winchester II Parks
Playground Project

INTRODUCTION

The City of Goleta (City) is interested in acquiring the services of a qualified playground equipment provider (Contractor) to provide **Playground Design, Playground Equipment Manufacture, and Playground Equipment Delivery for the Andamar, Berkeley, Winchester I and Winchester II Parks Playground Projects.**

All proposals will be compared based on ADA, ASTM, IPEMA, and CPSC compliance, clarity and thoroughness of proposal guidelines and specifications, quality of design, appropriateness of design for the target demographic, quality and durability of equipment, uniqueness of equipment and design, reputation and reliability of Contractor, warranty, product performance and overall quality of proposals. Only those proposals submitted per the City's proposal requirements found in this package and certified by an authorized company officer will be considered. Proposals received by fax or email will be rejected.

Proposals will be received at Goleta City Hall, before 12:00 p.m., Wednesday, August 22, 2018. Proposals shall be submitted in an envelope and clearly marked **"Playground Design, Playground Equipment Manufacture, and Playground Equipment Delivery for the Andamar, Berkeley, Winchester I and Winchester II Parks Playground Project"**. Please include your fee schedule in a separate sealed envelope.

BACKGROUND

The City of Goleta is located on the Central Coast of California just north of Santa Barbara. Incorporated in 2002, the City has the warmth and charm of a small town. Beaches and well-maintained parks and open spaces add to its attraction. Contributing to this young community's outstanding quality of life are the City's low crime rate, mild coastal climate, and desirable location.

The current population is just over 30,000. Residents enjoy several distinct neighborhoods, each with its own character. Goleta elementary and secondary schools have a reputation for high academic achievement and excellent instruction. The University of California at Santa Barbara, located to the south of the City, is a world class public university.

The City Council consists of five members elected at-large to four-year terms. In the past, the City Council selects one of its members to serve as Mayor and another as Mayor Pro Tempore. However, in November 2018, for the first time, the citizens will vote for a Mayor who will serve a two-year term.

The City is comprised of the following departments: Finance, Public Works, Planning and Environmental Review, Neighborhood Services and Public Safety, in addition to the offices of the City Clerk, City Attorney, and City Manager.

PURPOSE OF THE REQUEST

The City is seeking the services of a qualified playground equipment provider to provide the playground design, playground equipment manufacturer, and playground equipment delivery for the four parks described in this RFP.

In 2013 the City of Goleta conducted a Recreation Needs Assessment (RNA) to determine the status of parks and recreation resources in the community. This assessment also provided the opportunity to consider the future needs of the Goleta Valley for parks and recreation facilities and amenities. In 2015, the City adopted the recommendations of the RNA, which included an extensive list of necessary improvements that would provide Goleta residents the parks and facilities able to accommodate the needs and interest levels of the community. This list of projects included building new facilities and providing updates to existing ones. Capital Improvement Project (CIP) 9066 is for improvements to four park sites that need updated play equipment and the development of accessible paths to the play features. In 2017, the City surveyed the residents and neighbors to determine the types of equipment that would replace existing structures and those results are outlined in this RFP.

The project will include the design, manufacture, and delivery of a playground to Andamar Park (Andamar Way), Berkeley Park (Berkeley Road), Winchester I Park (Calle Real) and Winchester II Park (Calle Real). The installation of the playground will be bid as a separate project and is expected to be awarded in the late Fall of 2018. Contractor will hold all equipment until installation and will coordinate delivery of playground equipment with the installer of the playground.

The existing playground at Andamar Park has swings and a slide that is to be replaced with swings and climbing features for children ages two-five (2-5) and ages five - twelve (5-12). The play space may be expanded but not in a manner to impede active recreation space or ADA accessibility. The existing playground at Berkeley Park consists of toddler equipment to remain and a space that used to have swings. The purpose of the project is to add a climbing structure for 5-12 years old and update the 2-5 years old equipment as needed to meet current regulations. Winchester I Park currently has swings at the top of the hill, but the goal of the new space will be to move it closer to the sidewalk and focus on older children, teens and/or adults. Consideration of fitness equipment and/or other challenge course equipment would be ideal for this location. Winchester II Park

currently has swings and the goal for this playground is that it be usable for children both ages two-five (2-5) and ages five-twelve (5-12) as well. The space can be expanded north towards Calle Real and should include spectator benches and shade for users as well as spectators. The community desires that the new playground designs be unique, creative, and active. The hope is that they will inspire children of all ages to challenge themselves both physically and mentally.

The estimated budget range for the design, manufacture, and delivery of playground equipment for all four sites is \$280,000-\$400,000.

SCOPE OF SERVICES

All tasks identified below as part of this proposal are to be completed by the selected Contractor.

1. The Contractor is to provide administrative, management, and related services as required to coordinate the design, manufacture, and delivery of playground equipment to complete the Project in accordance with the City's objectives for cost, time, and quality. The Contractor is to administer all general conditions and manufacture support activities on behalf of the City.
2. Conduct bi-weekly progress updates on such matters as procedures, progress, complications, and scheduling.
3. Ensure all play system elements are safe and meet and/or exceed all federal, state, CPSC, ASTM, IPEMA, and ADA guidelines.
4. Provide the costs of delivered play systems as designed, as they will be priced at the time of installation. The costs must be inclusive of all equipment structures, components, hardware, detailed technical installation instructions, manuals, and operations manuals.
5. Provide two (2) different playground designs per park for consideration.
6. Submit designs in a full color elevation from all sides including a playground layout as viewed from overhead.
7. Provide playground structures that are as visually appealing to compliment the other amenities and/or the neighboring areas.
8. Playground equipment materials should be weather resistant and able to withstand the ocean air and extreme temperatures.
9. Consult with the City over any interpretations of the meaning and intent of the plans and specifications and assist in the resolution of questions that arise.
10. Include a cut sheet of the proposed playground equipment.
11. Provide equipment warranty information.
12. Provide a company representative to inspect the equipment for damage upon delivery.
13. Coordinate with City and playground installer to provide installation specifications.
14. Coordinate with playground installer on delivery of equipment.

Services will include the following:

- Design
- Manufacture
- Delivery
- Damage Inspection

1. Play System Features for Andamar Park

Provide a playground design that consists of both play features aimed at children ages two to five (2-5) years old and play features aimed at children ages five to twelve (5-12) years old. Innovative and creative designs, as well as equipment that encourages children to challenge themselves, is desired. The design should incorporate swings and climbing features. Please note that all existing playground equipment will be removed to make room for the new structure(s). The coloring of the play structure should be inspired by the natural surroundings of the park. The design should include benches and shade for users and spectators. The provided equipment should be compatible with pour-in-place playground surfacing, or other unitary product. The purchase of surfacing is not included in this contract, however, cost estimates and Material Safety Data Sheets for proposed product, must be included. The current play area dimensions are roughly 64'x40'. See **Attachment A**.

2. Play System Features for Berkeley Park

Provide a playground design to fill the empty space with a climbing feature for children ages five to twelve (5-12) years old. Innovative and creative designs are preferred. The allotted space cannot be modified, except on the North East side. The existing toddler playground is to remain. The provided equipment should be compatible with pour-in-place playground surfacing, or other unitary product. The purchase of surfacing is not included in this contract, however, cost estimates and Material Safety Data Sheets for proposed product, must be included. The existing playground dimensions are roughly 35'x30'. Rough dimensions, as well as existing equipment that will remain in place, are shown in **Attachment B**.

3. Play System Features for Winchester I Park

The current play area is at the top of the hill, adjacent to a small, but steep creek bed. The goal of this site would be to relocate the play area closer to the street and include a design that focuses on the older participant. The design could include the consideration of fitness equipment and/or other challenge course equipment for this location. Please note that all existing playground equipment will be removed. The coloring of the features should be inspired by the natural surroundings of the park. The provided equipment should be compatible with pour-in-place playground surfacing, or other unitary product. The purchase of surfacing is not included in this contract, however, cost estimates and Material Safety Data Sheets for proposed product, must be included. See **Attachment C**.

4. Play System Features for Winchester II Park

Provide a playground design that consists of both a play structure aimed at children ages two to five (2-5) years old and a play structure aimed at children ages five to twelve (5-12) years old. Innovative and creative designs, as well as equipment that encourages children to challenge themselves, is desired. The design should incorporate swings and climbing structures. Please note that all existing playground equipment will be removed to make room for the new structure. The coloring of the play structure should be inspired by the natural surroundings of the park and the height of structures should be considerate of the neighbors. The design should include benches and shade for users and spectators. The provided equipment should be compatible with pour-in-place playground surfacing, or other unitary product. The purchase of surfacing is not included in this contract, however, cost estimates and Material Safety Data Sheets for proposed product, must be included. The existing play area may be expanded north towards Calle Real, but may not interfere with other recreation amenities in the park. Current play area dimensions are roughly 38 x31'. See **Attachment D**.

PROJECT SCHEDULE

This project is a priority for the City. Below is a desired schedule for initiating this project; however, dates may be subject to change and adjusted as necessary.

| | |
|------------------------------------|-------------------------|
| Request for Proposals Due | By 12PM August 22, 2018 |
| Internal Review | By September 7, 2018 |
| Panel Interviews (if needed) | Wed., Sept. 12, 2018 |
| Negotiations with Selected Vendor | By September 21, 2018 |
| Contract to City Council for Award | October 16, 2018 |

Next Phase of Project

| | |
|------------------------------------|-------------------|
| Construction Out to Bid | October 22, 2018 |
| Construction Bid Closes | November 19, 2018 |
| Contract to City Council for Award | December 4, 2018 |
| Construction to begin | January 7, 2019 |

SELECTION CRITERIA

A review Committee, established by the City, will review proposals received by the designated deadline, develop a shortlist of qualified Contractors, and develop a final ranking of the most qualified proposals. Depending upon the relative quality of proposals, the City may invite short listed firms to interview with City staff and to present their firm's interest and qualifications for this project. Proposals will be evaluated based on the evaluation criteria listed below and the relative weight of each criteria.

The City may select one Contractor for all four locations, or the City may select separate Contractors for each location.

The City will enter into contract negotiations with the top ranked company. If negotiations are not successfully concluded, the City will, in turn, enter into negotiations with the next highest-ranking company. Contractor's work is anticipated to begin immediately upon meeting eligibility requirements.

Subsequent to selection of a successful proposer, the City will draw up a contract reflecting the terms and conditions of the proposal plus the City's standard liability and insurance requirements. The City reserves the right to conduct interviews with prospective Contractors to clarify any issues or obtain additional information, as necessary.

Proposals shall remain effective for 120 days beyond the submitted date.

The City may elect to stop work and/or cancel the contract at any time in the contract and will pay for work completed to that point on a time and material basis.

Proposals will be evaluated by a review committee based on the following criteria and weighting:

- Uniqueness, creativity, and capacity to challenge children both physically and mentally. (25 points)
- Appropriateness for stated age demographics. (15 points)
- Understanding of contract requirements as a whole and the unique capabilities to perform the services required. (10 points)
- Quality of references and ability to deliver the product within 60 days of completed order. (10 points)
- Quality of Equipment (10 points)
- Product Performance/Warranty (10 points)
- Identification of key personnel assignments including any sub-contractors to be hired for this project. Summarize roles/responsibilities and experience relative to project scope as described above and submit resumes of staff to be assigned. Personnel assigned cannot be substituted unless approved by the City. (10 points)
- Ability to commit staff for the duration of the project with little or no change-out and establishment of a primary contact for the project. (10 points)

Firms who cannot satisfy the above criteria will not be considered.

TOTAL POSSIBLE SCORE: 100 pts

Right to reject all proposals - the City of Goleta reserves the right to reject any and all proposals, and to re-issue the RFP.

This solicitation in no way obligates the City of Goleta to award a contract for the services described herein, nor will the City of Goleta assume any liability for the costs incurred in the preparation and transmittal of proposals in response to this solicitation.

The City of Goleta reserves the right to not accept any proposal, to reject any or all proposals, to reject any part of any proposal, to negotiate and modify any proposal, and to waive any defects or irregularities in any proposal at its sole discretion.

Furthermore, the City of Goleta shall have the sole discretion to award the contract, as it may deem appropriate to best serve the interests of the City of Goleta. In this regard, the City of Goleta may consider demonstrated quality of work, responsiveness, professional qualifications, assigned personnel, references, and proposed fees, when determining the most responsive proposal.

REQUIREMENTS OF PROPOSAL

A. Questions – Written questions regarding the project and this RFP will be accepted until 72 hours prior (three work days) to the proposal due date. Questions shall be submitted by e-mail. The City of Goleta will make every effort to provide written answers no later than 48 hours (two work days) via e-mail to all questions submitted.

B. Submittals – Proposals shall be submitted in a sealed envelope clearly marked on the outside **Playground Design, Playground Equipment Manufacture, and Playground Equipment Delivery for the Andamar, Berkeley, Winchester I and Winchester II Parks Playground Projects.**

All fee schedules shall be in a separate sealed envelope marked “**Playground Design, Playground Equipment Manufacture, and Playground Equipment Delivery for the Andamar, Berkeley, Winchester I and Winchester II Parks Playground Projects – (PROJECT FEE SCHEDULE)**” Faxed copies will **not** be accepted. To be considered, proposals must be received **before 12:00 p.m. on Wednesday, August 22, 2018**. Interested companies are invited to submit two (2) colored copies and one (1) electronic copy of their proposals to the following address:

City of Goleta
Attn: JoAnne Plummer, Parks & Recreation Manager
130 Cremona Drive Suite B
Goleta, CA 93117

C. Contents of the Proposal – At a minimum, proposals should contain the information outlined herein. Additional information that the proposer deems relevant to the selection process may be included; however, concise and focused submittals are strongly encouraged. Graphic material illustrating design styles are to be included. By submitting a proposal, and unless

otherwise stated, it is understood that the Contractor has reviewed the relevant information, and that based on that review, the Contractor has developed an informed understanding of the projected scope of work and has satisfied itself with the applicable conditions and requirements expressed in those documents.

1. **Cover Letter** – Please include a cover letter describing your firm's interest. Address the cover letter to JoAnne Plummer, Parks & Recreation Manager, City of Goleta, 130 Cremona Drive Suite B, Goleta, CA 93117.
2. **Company Background** – In two pages or less, provide a brief overview of the company that will assume all contract responsibilities and identify all proposed sub-contractors.
3. **Project Team** – Provide an organization chart that identifies the individuals and sub-contractors if applicable, assigned to and responsible for the key elements of the work scope and their relationship to the other elements. Identify the project manager as well as other key personnel to be assigned, their qualifications, education, and experience. Provide resumes of key individuals assigned to this project including sub-contractors. Indicate who will be assigned to the project and explain how communication with the City will take place.
4. **Qualifications and Experience** – List projects, including a brief description, which validates Contractor experience in projects similar in scope of work to this project. Provide examples of at least three (3) projects completed within the past three (3) years, and at least one (1) project that was completed seven to ten (7-10) years ago. For each example, state the contract amount and completion date and include the name, title, and phone number of client references. Please do not list projects where major work was completed by staff no longer employed by the firm. Provide a statement of explanation of any instances where your firm has been removed from a project or disqualified from proposing on a project.
5. **Statement of Understanding and Scope of Work** – Proposals should provide a statement of your understanding of the project by highlighting the dominant issues and outlining your approach toward addressing those issues. Any recommendations regarding improvements to the process to more effectively meet the City of Goleta's stated objectives should be emphasized in your proposal and would be a clear means of demonstrating your understanding of the project requirements.
6. **Schedule** – Proposals should present an estimated project schedule, based on the anticipated project construction and working days allowed. Include lead time for product manufacturing. Actual schedule will be dictated by construction activities.

7. **Proposal format** – Sufficient information should be provided to justify the proposed fee and to serve as a basis for negotiating a contract and any Supplemental Agreements that may be warranted for out of scope services.
8. **Fee** – Contractor's Fee must be sealed in a separate envelope and will not be opened until all other factors have been considered. Unusually high or low fees may affect the ratings.

Contractor compensation shall be on a "time and materials, not to exceed basis" organized by task and shall include all items described in the scope of work on this project. The Contract team shall submit a fee estimate based upon:

- The tasks to be performed.
- A breakdown of each individual piece of equipment and its cost.
- All shipping costs shall be included in the proposal.
- Include estimated costs of surfacing per park:
- All applicable City, State, and Federal taxes and fees are to be included in the proposal.

Regardless of the proposed method of compensation, any contract resulting from this solicitation will specify a maximum, not-to-exceed fee amount. Except in the unusual situation wherein the Contractor encounters circumstances that could not be reasonably anticipated, the City of Goleta will not authorize payment beyond this amount.

In consideration of this, any assumptions and/or the need for any contingencies must be clearly spelled out in the Fee Proposal and used as a basis to compute a "not-to-exceed" figure for the project. This figure should be sufficient to provide for any reasonably anticipated circumstances that may be encountered during project execution and completion.

- D. Commitment** – The individual or company official with the power to bind the company in its proposal must sign the proposal. The contents of the proposal shall become a contractual obligation if a Contractor's bid is accepted.

General Information

1. The City reserves the right to cancel or reissue the RFP or extend the timeline at any time.
2. The City reserves the right to reject any and all proposals. The City may accept any proposal if such action is determined to be in the best interest of the City in the sole and exclusive discretion of the City Council.
3. The City is not liable for any costs incurred by the proposer prior to issuance

of a written notice to proceed to the successful consultant.

4. The project team is subject to the approval of the City of Goleta. The City will have the right to review and approve any changes in the project team.

Questions During Proposal Period

All questions should be directed in writing to JoAnne Plummer, Parks & Recreation Manager at jplummer@cityofgoleta.org

DEADLINE FOR PROPOSAL SUBMITTALS

Submittals are due by 12:00 PM PST on Wednesday, August 22, 2018.

- E. Proposals shall be submitted in a sealed envelope clearly marked on the outside **Playground Design, Playground Equipment Manufacture, and Playground Equipment Delivery for the Andamar, Berkeley, Winchester I and Winchester II Parks Playground Projects.**

All fee schedules shall be in a separate sealed envelope marked “**Playground Design, Playground Equipment Manufacture, and Playground Equipment Delivery for the Andamar, Berkeley, Winchester I and Winchester II Parks Playground Projects – (PROJECT FEE SCHEDULE)**” Faxed copies will **not** be accepted. To be considered, proposals must be received **before 12:00 p.m. on Wednesday, August 22, 2018**. Interested companies are invited to submit two (2) colored copies and one (1) electronic copy of their proposals to the following address:

City of Goleta
Attn: JoAnne Plummer, Parks & Recreation Manager
130 Cremona Drive Suite B
Goleta, CA 93117

Proposals not received by the due date and time requested in the Project Schedule herein may be rejected without consideration.

NOTE: FAXED, E-MAILED, LATE OR “BY-POSTMARK DATE” PROPOSALS WILL NOT BE ACCEPTED.

- Attachments:
- A. Map of Andamar Park
 - B. Map of Berkeley Park
 - C. Map of Winchester I Park
 - D. Map of Winchester II Park

ATTACHMENT A

MAP OF ANDAMAR PARK



ATTACHMENT B

MAP OF BERKELEY PARK



ATTACHMENT C

MAP OF WINCHESTER I PARK



ATTACHMENT D

MAP OF WINCHESTER II PARK

