



## City of Leavenworth

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**City Council**  
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Elmer Larsen  
Carolyn Wilson - *Mayor Pro Tem*  
Gretchen Wearne  
Mia Bretz  
Margaret Neighbors  
Richard Brinkman  
Position No. 5 - Vacant  
Joel Walinski - *City Administrator*

### CITY OF LEAVENWORTH REQUEST FOR QUOTES DESIGN & BUILD SKATE PARK

**DUE BY: September 15, 2016 at 4:00pm at Leavenworth City Hall**

#### **CONTACT INFORMATION:**

Joel Walinski is the designated contact person for questions related to this request for quotes. He may be reached at Leavenworth City Hall, 700 Hwy. 2, Leavenworth WA 98826. The phone number is 509 548-5275.

#### **SCOPE OF SERVICES:**

Provide complete design and build services for a state of the art poured in place Skate Park. The Skate Park is to be located within Enchantment Park at one of two sites. Project expected to be completed by September 2017.



#### **GENERAL REQUIREMENTS:**

The City reserves the right to accept or reject any and all quotes, to accept any quote deemed advantageous, quotes that exceed budget amount, and to waive irregularity in the quotes.

Contractor shall be listed on the MRSC Small Works Roster.

Contractor shall pay for fees associated with city water usage and garbage containers and disposal.

By providing a quote, the vendor acknowledges and will adhere to all general specifications as stated within this packet.

Vendor is required to submit three (3) references of previous projects of similar or like nature.

Evaluation of quotes takes into account the following considerations: project approach, vendors experience and quality, demonstrated knowledge of the park's skate areas and the community, and ability to meet schedule and budget containment methodologies.

Late submittals will be rejected without consideration.

The City assumes no responsibility for costs related to the preparation of submittals.

Quote shall be firm for 120 days from bid opening.

A conditional quote may be cause for rejection.

**PROJECT BUDGET:**

The project budget for design, equipment, and installation is \$175,000.

**SCOPE OF WORK:**

The contractor will furnish all labor, design services, engineering, construction management, administration, materials, equipment, services, transportation, insurance, and daily expenses to meet the requirements of this scope of work and specifications. Prices shall be inclusive of all costs (sales tax included).

**Contractor is required to provide a projected design of poured in place skate park elements with quote submittal. Proposed Skate Park shall include skate levels for beginners, intermediate and advanced with a combination of bowls and plaza type design.**

**Upon notice of award to the successful contractor, Contractor shall revise/finalize plan with staff and user input. Please plan on a minimum of three public meetings with users to gather input.**

The park will be open to the public during the renovation of the Skate Park area. The vendor is responsible for maintaining perimeter safety fencing around work area while project is under construction. A safe working area shall be maintained by the contractor.

Contractor shall complete work within 180 days of Notice to Proceed.

**Steel prefabricated equipment or precast concrete equipment quote will not be accepted.**

**QUOTE EVALUATION:**

The following criteria will be used to judge the submittals:

Years of Experience, Reputation, References – 20%

Demonstrated knowledge of the parks and recreation system and the community – 15%

Project Approach (Flow, Uniqueness, Play value, Creative Design & Good Use of Space, Meeting user needs, # of skate components) – 40%

Ability to Meet Schedule and Budget Containment Methodologies – 25%

There will no pre-bid for the project; however, a walk-through is encouraged for this bid. Staff will meet potential contractors on-site to answer questions and will be available by phone, e-mail and fax.

**STANDARD OF CONDUCT:**

Work shall be conducted between 7:00 a.m. and 9:00 p.m., Monday through Saturday. The City may direct specific times for certain work to be performed so as to not to interfere with the community events/services, which would include holidays.

Safety of residents and visitors is of the utmost importance. It will be the contractor's responsibility to secure areas where the work is taking place.

Contractor shall behave and operate in an environmentally sound and professional way, as to not create damage or cause exposure by virtue of negligence or omission.

Contractor is responsible for repairing any damage to facilities, grounds or landscape that occurs as a result of the work.

**BONDS:**

Contractor may be required to provide the city a performance bond in the full amount of the contract prior to the commencement of work, with premiums fully paid in advance by the contractor. The bonds will be on forms and drawn on sureties acceptable to the city and are included in the total project cost.

**INSURANCE:**

Contractor shall provide the City acceptable proof of insurance, which meets the requirements as identified in the small works construction contract (please see attached contract).

**COMPLIANCE WITH LAWS:**

At Contractor's own cost and expense, Contractor shall comply with all laws, ordinances, rules and regulations federal, state and local, authorities and departments relating to or affecting the work hereunder, and shall secure and obtain any and all permits, licenses, certifications and consents as may be necessary in connection therewith.

**APPROVALS:**

An award of contract is subject to City's approval and possibly the Washington State Recreation Conservation office (RCO) approvals.

## **USER SAFETY:**

The park will remain open for use by the public; contractor(s) shall maintain a safe area throughout construction.

Each contractor must ensure user's safety when performing services in and around all locations.

## **COMMUNICATION:**

Contractor(s) are expected to be in daily contact (email, phone, and fax) and weekly meetings with appointed project manager for the City. Additional meetings may be required between contractors selected regarding project related issues.

## **GENERAL SPECIFICATIONS:**

### Warranty Information:

- Contractor shall accept warranty items as follows.
- Contractor shall warrant that the product shall be free from hydration cracking for the entire duration of the construction project.
- Cracks in excess of 1/4-inch shall be warranted for 1 year.
- All steel edging shall be warranted against becoming loose for a period of 1 year.
- All concrete surfaces shall be warranted against spalling or scaling for a period of 1 year.
- Concrete under or adjacent to steel edging or coping shall be free from voids, chipping, and/or failure for a period of 1 year.

### Basic Standards and Requirements:

- Coping and steel edging must be cleaned, primed and painted correctly.
- At no point shall standard 'flat' concrete be less than 5" thick.
- At no point shall ramp or bank concrete be less than 6" thick.
- At no point shall reinforcing steel be smaller than 3/8" rebar. Welded wire mesh may be used WITH—but not in place of—rebar.
- At no point shall reinforcing steel be spaced more than 12" on center except in flat pours where 18" is acceptable.
- No concrete shall have a comprehensive strength less than 4000 psi unless otherwise noted on city approved plan or allowed by City.
- Water added on site shall not exceed 1 gallon per yard remaining on truck unless allowed by client.
- All concrete should be poured in place and obtained from a plant not further than 30 miles from construction site.
- Concrete must be placed completely within 120 minutes of leaving batch plant.
- No concrete shall have an aggregate smaller than 3/8".
- No concrete shall be poured at a slump greater than 5".
- All vertical faces shall be vibrated smooth with no voids or projections.
- Steel coping shall be anchored by welded steel anchors. Rebar is NOT considered a steel anchor. All anchors shall be at minimum cold rolled black steel rod or bolts.

- Steel coping anchors shall never be placed within 2” of surface of concrete to avoid cracking and rust broadcast.
- ALL concrete shall have a 1/8” radius tooled edge in any instance where it comes in contact with steel edging.
- Vertical 1/4” steel plate is excepted from above requirement.

Basic Jobsite Standards and Requirements:

- Site should be secured with fencing.
- Site must manage water retention.
- Site must remain clean, orderly and free of trash or debris at all times.
- Blowing debris must be contained at all times.
- Contractor shall have a dumpster or containment system on site at all times.
- Building debris must be cleaned and removed from site daily.
- All trash including food containers may not be visible at any time.
- Skate Park shall include drainage drains and applicable plumbing to properly drain Skate Park.
- Contractor shall back-fill and compact around finished Skate Park with clean fill dirt.

**For this project, all contractor(s) and subcontractor(s) must pay the local general prevailing wages. This includes the rate for overtime work and legal holidays. Laborers or employees must be paid at or above the prevailing local wages. The minimum rate will be specified by the Washington State Department of Labor and industries website:**

**(<http://www.lni.wa.gov/TradesLicensing/PrevWage/WageRates/>)**

- Amount (Including tax (8.4%) \$ \_\_\_\_\_
- Company Name \_\_\_\_\_
- Authorized Representative (print) \_\_\_\_\_
- Authorized Signature \_\_\_\_\_
- Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2016