

REQUEST FOR PROPOSALS

For the

Design, Preparation of Bid Specifications, and Project Management for construction of a Nature Playground in Perkins Park in the City of Warren

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| Submission Deadline: | June 24, 2022 – 3:00 PM |
| Submission Location: | City of Warren Community Development Department 258 E. Market St., Suite 305 Warren, Ohio 44483 |
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Overview

The City of Warren Ohio desires to expand the recreational opportunities of its residents by constructing a Nature Playground utilizing an existing fallen tree in Perkins Park. The most suitable location within the park will need to be identified, the play area designed, the best way to utilize the fallen tree and if engineered playground parts will also be required. This type of facility is not currently available in our parks.

The City is issuing a Request for Proposals (RFP) seeking professional services to assist with the design, production of documents, drawings, specifications for bid, and project supervision of a Nature Playground in Warren's Perkins Park.

This RFP invites companies to submit proposals, qualifications and references describing their approach and a fee structure within the criteria and scope of work set by the City.

Scope of Work

- Meet with City officials to discuss design concepts, specifications and budget parameters
- Design layout, budget, and timeline for construction.
- Develop construction documents, drawings, and specifications to present for bid.
- Review and provide input on submitted bids.
- Provide oversight and technical expertise during construction.
- Final inspection of completed project.

Reservations and Disclaimers

The City, at its sole discretion, reserves the right to:

- supplement, add to, delete from, and/or make amendments to the RFP
- request additional data or information after the submittal date, if such data or information is considered pertinent.
- conduct investigations with respect to the qualifications and experience of each respondent;
- waive any informalities or defects in the submittals
- select the proposal, which, in its sole discretion and judgment, is determined to be in the best interest of the City in accordance with lowest and best price, qualifications and experience, responsiveness to this RFP, and any other factors the City deems relevant.
- reject any and all proposals.

Proposals and all correspondence relating to questions, comments or clarifications of this RFP should be directed to:

Trici (Trish) Johnston
Community Development Department
258 E. Market St, Suite 305
Warren, Ohio 44481
330 841-2569
tjohnston@warren.org

Schedule

Request for Proposals Issued: Wednesday, June 1, 2022

Deadline for Responses: Friday, June 24, 2022

Contract Award (tentative date): Friday, July 15, 2022

Proposals received are considered public records under Ohio law and subject to disclosure

