

REQUEST FOR PROPOSALS

Le Jardin, Community Center, Inc.

RELEASE DATE

April 6, 2018

CLOSING DATE

Proposals must be received by
Wednesday, May 3, 2018
By 5:00 pm EST at the address
listed below:

CONTACT PERSON

Dr. Cathleen Armstead
311 NE 8th ST. #203
Homestead, FL 33030
carmstead@lejardinccinc.org
(786) 918-4547

BACKGROUND

Le Jardin Community Center, Inc. has been business for thirty years beginning with a small classroom of 20 children and growing to serve 700 children, birth to five. Le Jardin has over 200 employees located in six centers.

Le Jardin's service area is concentrated in the southernmost area of Miami-Dade County, primarily in Homestead and Florida City. Homestead and Florida City are agricultural areas and are rapidly growing. There is a diverse population comprised of South and Central Americans, African-Americans and Afro-Caribbean (Haitians).

The poverty rate in this area is double that of the national average **28.8%** of the population in Homestead, FL (64,331 people) live below the poverty line, which is higher than the national average of 14.7%.

Head Start and Early Head Start is a federally funded program that provides comprehensive, high-quality services to low income children, birth to five. Such services include a focus on cognitive growth and school-readiness that emphasizes early literacy and math knowledge. At the same time, Head Start and Early Head Start provides services that foster the social and emotional development of children and promotes healthy growth and physical development. In addition, Le Jardin Community Center, Inc. has implemented an inquiry-based, science-infused curriculum that will be enhanced through our playgrounds. Le Jardin Community Center, Inc. is committed to child-focused, family friendly, healthy, safe and environmentally sustainable locations – including outdoor play areas.

INTRODUCTION

Le Jardin Community Center, Inc. is currently accepting proposals for the design and supply of three playgrounds. Center One, located at 320 NW 2nd St Homestead, FL is a playground for three to five year olds. Center 5 is located and 104 NW 12th Street in Homestead and is a playground for infants and toddlers (ages 0 to 3). Finally Center 6, located at 1465 N. Redland Road in Florida City is also a playground that serves children, zero to three. Le Jardin will select one (1) vendor to provide equipment and materials for the three playgrounds as outlined in this request.

The design project shall conform to all applicable codes and regulations and shall be coordinated with Mr. Eduardo Berrones (Executive Director), Audelia Martinez (CFO/COO) and Dr. Cathleen Armstead (Program Manager). Interested playground suppliers are invited to submit proposals for the work described in this request for proposals.

SCOPE OF PROJECT

Work is to include the removal of existing playground equipment, design of constructed play area boundaries, including equipment footings, and appropriate ground cover, along with an ADA-compliant high-low drinking fountain.

The playground supplier shall submit up to three (3) designs.

Le Jardin Community Center, Inc. requires Suppliers to design a play system that meets or exceeds all current federal CPSC, ASTM, and IPEMA standards – and ADA requirements. The proposals shall include the cost of removal and disposal of the existing play systems, the delivery of play systems as designed, inclusive of equipment structures, components, hardware, details, technical installation instructions and maintenance and operations of manual from the manufacturer.

Le Jardin Community Center, Inc. shall be exempt from any liability for costs incurred by unsuccessful suppliers in preparation of the proposals.

Suppliers should base their playground equipment designs to meet all accessibility and safety standards as well as the guidelines listed in this Request for Proposals. Quality of equipment components, quality of design, play value, cost and appropriateness to the location and target demographics must be taken into consideration in the design of the play systems. In addition, suppliers should base their play space design to include natural elements such as natural landscaping to include but not limited to hills slopes and embanked equipment and/or embanked slides. Natural shade, where possible is encouraged, and natural domains in the play structure should be included.

PROJECT SCHEDULE

Wednesday, May 5, 2018	Proposals Due
Thursday, May 6 – May 7, 2018	Review of Proposals
Monday, May 10, 2018	Award of Contract
Monday, May 17, 2018	Project Begins
Friday, July 20, 2018	Completion of Playground

DESIGN ELEMENTS GUIDELINES & PLAY SYSTEM SPECIFICATIONS

CENTER 1 PLAYGROUND (Three to Five)

All projects are subject to the Davis-Bacon Act and the requisite document must be submitted in a timeline manner. (Attached).

Required Items

- All play systems must meet and/or exceed all Federal CPSC, ASTM, and IPEMA guidelines.
- Ground cover must be soft, include fall area zones, and comprised of artificial turf. Such turf shall eliminate the exposure to lawn chemicals including fertilizers, pesticides and herbicides. Such turf shall reduce skinned knees and elbows that are common with rubber surfaces and provide a consistent and even surface that provides long-term safety. The ground covers shall have no drainage holes to close and no felt like backings that trap moisture.
- Provide one ADA accessible and high-low drinking fountain

Play System Features in priority area:

- A storage shed
- An exterior fence that meets all Federal CPSC, ASTM, and IPEMA guidelines
- A large structure designed for age three to five. Such structures can include a garden watch tower, a gazebo like structure, a bridge like structure with climbing and sliding areas.
- Two other structures that foster gross motor development. Such structures can include a rocket ships type structure, and or a twist and climb surface mounted on a safe surface.
- Two structures that foster dramatic play such as a cozy corner cottage surface mounted on a safe surface, or a smaller gazebo type structure
- A tricycle trail that is separate from the play area
- Balance beam or stepping stones from tree-stump like materials that are varied in height
- Two structures that incorporate science such as balance scale, weather stations, abacus, and/or magnifying station
- Two structures that incorporate music, sound and art such as a musical fence, musical chimes, drums, photo walls, outside easels and/or drums.
- A single structure that incorporates water play such a bubbler, mud kitchen or water table

Preferred System Qualities

- All play system elements must demonstrate the highest level of durability in materials and finishes selected in consideration of child health and safety
- Structures should provide a variety of built-in activity panels and climbers

PROPOSAL SUBMITTAL AND CONTENT

Each sealed proposal shall be addressed to the CFO/COO, Ms. Audelia Martinez, Le Jardin Community Center, Inc. at 311 NE 8th ST. #203, Homestead, FL. 33030, and endorsed with the name of the bidder.

Proposals must include complete drawing for up to three designs, including the specifications and pictures for each of the components. Proposals must include a bid price for each design presented. Bids must list the cost of the equipment. Le Jardin reserves the right to reject any and all proposals with cause, and to accept proposals which it considers most favorable.

All delivery costs must be included in the proposal. Payment for equipment and materials will be sent within forty-five (45) days after delivery, installation, and invoicing of the play system.

All proposal amounts shall be guaranteed for not less than sixty (60) days after the proposal submittal deadline date.

The Supplier must submit Two (2) hard copies of the proposal to the address listed above. All proposals must comply with the specifications and guidelines provided in the document.

Questions Concerning Proposal Requirements

Proposals and all questions regarding the RFP should be addressed to:

Eduardo Berrones, CEO

Le Jardin Community Center, Inc.

311 NE 8th St #203

Homestead, FL 33030

Email: eberrones@lejardincinc.org

Dr. Cathleen Armstead, Program Manager

Le Jardin Community Center, Inc.

311 NE 8th St #203

Homestead, FL 33030

Telephone 786.918.4547

Email: carmstead@lejardincinc.org

EVALUATION AND SELECTION PROCESS

Proposals will be evaluated by the Executive Team on a weighted scale that considers the following criteria

Criteria

1. Adequacy of the proposed methodology
2. ADA, ASTM, IPEMA, & CPAC compliance
3. Proposal addresses design guidelines and specifications
4. Quality of design, play value and target demographics
5. Quality and durability of equipment
6. Uniqueness of Equipment
7. Reputation and reliability of manufacturer
8. Skill and experience of key personnel
9. Other technical specifications designated by the agency requesting proposals
10. Compliance with administrative requirements of the request for proposal (format, due date, etc.)
11. Vendor's financial stability
12. Vendor's demonstrated commitment to the nonprofit sector

13. Results of communications with references supplied by vendor
14. Activity/commitment to meeting the deadlines
15. Price
16. Minority or women-owned business status, or location in a labor surplus area of vendor
17. Other criteria (to be specified by the agency requesting proposal)
18. Overall quality of the proposal

Not all of the preceding criteria may apply in each purchasing scenario. However, the agency responsible for the purchase shall establish the relative importance of the appropriate criteria prior to requesting proposals and shall evaluate each proposal on the basis of the criteria and weighting that have been determined.

After a vendor has been selected by the Program Manager or Appointed Designee, the final selection shall be approved by the Executive Director or Chief Financial Officer/Chief Operating Officer and the Board Chair or Board Treasurer when applicable prior to entering into a contract.

Attachments: Site Plans
Davis-Bacon Act and Documentation