



Council Meeting: April 26, 2011

SUBJECT: Award of Contract to Provide Park and Playground Equipment, Surfacing Materials and Site Furnishings for the Department of Community Services (F1002-75)

BACKGROUND

Approval is requested to award a contract in the amount of \$108,927 excluding applicable taxes, to Ross Recreation Inc. of Santa Rosa, CA. to provide and install playground equipment, and for a 10% project contingency in the amount of \$10,893.

The requested contract is to replace the Ponderosa Park tot lot area and wood play structures. The existing structures were installed in 1990 and are scheduled to be replaced in FY 2010/2011. The structures are worn and have reached the end of their service life. The replacement equipment will provide equal play area/value while meeting more stringent current playground safety standards.

DISCUSSION

Request for Proposals No. F1002-75 was developed by Department of Community Services and Purchasing staff. The Request for Proposals (RFP) process was selected because, unlike an Invitation for Bids, it allows for consideration of factors in addition to cost to select an alternative that provides the best overall value to the City. In this instance, staff determined that proposals would be evaluated based upon the following criteria:

- Responsiveness.....30 points
- Experience 30 points
- Total Cost to the City.40 points

On February 25, 2011 Request for Proposals (RFP) No. F1002-75 was issued and directly distributed to four firms known to have participated in similar projects. In addition, the RFP was advertised on the City's website and notification of the project was distributed to other potential consultants through the Onvia DemandStar public procurement network. Fifteen firms requested proposal documents.

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On March 23, 2011 four responsive proposals were received, as follows:

<u>Proposer</u>	<u>Cost</u>
Edwards & Associates	\$93,815
Ross Recreation – Option 1	*\$111,803
G & G Builders	\$128,462
Leonards Construction	\$208,423

*Ross Recreation cost is original proposed cost. After contract negotiations cost was reduced to \$108,927.

The evaluation committee was led by the Department of Finance and included representatives of the Department of Community Services.

The committee unanimously agreed that the proposal submitted by Ross Recreation offers the best value to the City for the following reasons:

- Demonstrated ability to successfully complete projects.
- Clearly incorporated the requested theme aspects of the park into the design.
- Incorporated ADA accessibility requirements into the layout of the resilient surface.
- The implementation plan is clearly defined and detailed.
- The minimum required play value features are included to insure no loss of play value in the replacement structures.
- The safety and security aspects of the project were clearly addressed.
- Climbing rock structure utilizes superior materials to that of the lower cost proposal (specifically glass fiber reinforced concrete rather than fiberglass).

Based upon the information presented above, staff recommends award of contract to the firm of Ross Recreation to provide the required equipment and services.

FISCAL IMPACT

The contract amount is \$108,927, excluding applicable taxes, and the 10% contingency is \$10,893 for a total contract amount of \$119,820. Funds for the contract are available in Project 820270 Playground Equipment Replacement.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, in the Council Chambers lobby, in the Office of the City Clerk, at the Library, Senior Center, Community Center and Department of Public Safety; posting the agenda and report on the City's Web site; and making the report available at the Library and the Office of the City Clerk.

RECOMMENDATION

It is recommended that Council:

1. Award a contract, in substantially the same form as the attached draft purchase order and in the amount of \$108,927 to Ross Recreation to provide and install playground equipment; and
2. Approve a project contingency in the amount of \$10,893.

Reviewed by:

Grace K. Leung, Director of Finance
Prepared by: Pete Gonda, Purchasing Officer

Reviewed by:

Robert Walker
Assistant City Manager

Approved by:

Gary M. Luebbers
City Manager

Attachment

A. Draft Purchase Order



ORDERED FROM 01065 - 001 (707) 538-3800 Ross Recreation Equipment Co Inc 100 Brush Creek Rd Ste 206 Santa Rosa CA 95404	ORDER DATE	BILL TO: City of Sunnyvale Finance Department Accounts Payable PO Box 3707 Sunnyvale, CA 94088-3707
	04/14/2011	
	DELIVERY DATE	
	06/30/2011	
	PAYMENT TERMS	
	N/30	
	BID NO/RFQ NO	
DELIVER TO DCS/Parks Division 221 Commercial St Sunnyvale CA 94086 Phone: (408) 730-7596	FOB POINT	FREIGHT CHARGES
	DEST	Destination, freight included in price
	REQ. NO	REQUISITIONER:
	RQ007650	DCORDOVA
	CHARGE/OBJ CODE(S):	
	See Description	

ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
1	Provide Park and Playground Equipment, Surfacing Materials and Site Furnishings per Request For Proposal F1002-75 specifications, terms and conditions and proposers response, which is incorporated herein by this reference for the Department of Community Services.	08926.50	DLR	\$1.0000	\$108,926.50
2	10% Contingency. Awarded by City Council April 26, 2011, RTC#_____.	10893.00	DLR	\$1.0000	\$10,893.00

Amount does not reflect applicable taxes.

TOTAL \$119,819.50

CHARGE/OBJ CODE(S)	
820270 5230	\$108,926.50
267980 5155	\$10,893.00



Document Terms:

Invoices must be sent directly to Accounts Payable at the address above and must reference the purchase order number. Failure to comply will result in a delay in payment processing.

This purchase order is subject to the City of Sunnyvale Standard Terms and Conditions for the Purchase of Services, dated 10/8/2010, a copy of which is attached and incorporated by reference (Form #TCPO-S).

BUYER:

Cornejo, Perry

PHONE (408) 730-7572

FAX (408) 730-7710