



Town of Derry, New Hampshire

REQUEST FOR PROPOSALS

B21-170

September 13, 2021

The Town of Derry - Department of Public Works is seeking proposals for:

Skate Park Design/Build

Offered by:

Town of Derry – Public Works Department

RFP Process Coordinated by:

Kimberly A. Walsh, Director
Parks and Recreation Division
31 West Broadway
Derry NH 03038
(603) 432-6136

Introduction:

The Town of Derry Public Works Department invites qualified firms to submit technical and cost proposals for design/build services for a new, multipurpose, Concrete Skate Park located at Alexander Carr Park, 28 Pierce Avenue.

Monday, September 13 – RFP Release

Friday, September 24 – **10:00am** Pre-Bid Meeting at Alexander Carr Park – 28 Pierce Ave.

Friday, October 1 – Questions due in writing.

Friday, October 8 – Projected responses to questions posted to website.

Friday, October 22 – Proposals due by 4pm.

Questions regarding this request should be directed to Kimberly Walsh, Director of Parks and Recreation via email at kimwalsh@derrynh.org.

Scope of Work:

- Demo existing skate park, fencing and light pole fixtures. Dispose of all existing facilities in accordance with NHDES regulations.
- Provide preliminary design, environmental documentation, engineering costs, final design, along with plans and specifications for the project. Three (3) conceptual renderings are included with this RFP (see attached).
- Concept must be focused on skateboarding for all ages including a mixed-use component to include BMX, scooters and inline skating.
- Design services must include all aspects of site design including but not limited to grading, excavation to subgrade, clearing and landscaping, gravel installation, removal of existing light poles and replace with new pole lights, conduit and electrical panel (utility coordination), drainage, stormwater management and erosion and sediment control.
- Construct a concrete Skate Park formed and poured in place with unique concrete structures such as quarter pipes, bowls, bank ramps, ledges, handrails, half pipes, stairs, hips rounded and sharp, jersey barriers, manual pads, flat bars, volcanos, bubbles, clam shells, etc.

MANDATORY QUALIFICATIONS:

- All methods and materials used shall be in accordance with the manufacturing specifications.
- All bids shall contain specification sheets for all materials used.
- Proposer should include no less than three examples of projects over the past five years that will confirm proposer's level of expertise in providing skate park feasibility studies, design and development services and construction of concrete skate parks.
- Provide a full timeline from demo to final construction completion.
- Provide a budget that clearly states the services and costs to complete the entire project for each of the following park dimensions:
 - a. 100' x 50'
 - b. 100' x 75'
 - c. 100 x 100'

Permitting Requirements

The Design-Builder will have the primary responsibility for obtaining all permits on the Project.

Local Building Permits: The Design-Builder will be responsible for obtaining the required local building permits in accordance with all applicable codes. However, the building permit fee will be waived as a municipal project.

General Information:

- The project is not currently funded. Derry Town Council will review proposals in late 2021 or early 2022 for appropriation.
- The selected DB firm is required to furnish payment and performance bonds in accordance with NH RSA 447:16-18.
- The selected DB firm, along with all subcontractors, are required to furnish the Town with a liability insurance certificate naming the Town of Derry as an additional insured. The minimum liability coverage shall be \$1,000,000 per incident.
- The project is not funded by Federal or State funds and thus not subject to prevailing wage rates under the Davis-Bacon Act.
- The DB firm may access the site during regular work hours Monday – Friday 7am – 5pm and Saturdays upon request.

Selection Criteria:

Proposals received in response to the RFP will be evaluated using pricing and performance criteria. The selection criteria include, but may not be limited to:

- design services fee;
- preconstruction fee;
- design-build services fee;
- general conditions;
- contingency; and
- A guaranteed maximum price proposal.
- schedule;
- approach to the work;
- work sequencing;
- performance history;
- approaches to performance specifications when used;

- plan for anticipated procurement difficulties;

Proposals will be used as the basis to conduct evaluations. The Evaluation Committee may hold interviews with Proposers, may direct written questions to Proposers, seek written clarifications, perform due diligence investigations, conduct discussions on Proposals, and solicit updated Proposals during the evaluation and selection process. The Evaluation Committee will conduct negotiations with Proposer who submitted the proposal providing the best value. At the conclusion of successful negotiations, the Evaluation Committee will recommend the Selected Proposer to the Town for award of the Contract. The Town reserves the right to terminate any or all negotiations and receive additional proposals from other interested firms or terminate the design-build selection process and use a different project delivery method.

Submission Information:

Proposals must comply with the following submission procedures:

1. Sealed proposals shall be submitted marked "Request for Proposals – Skate Park Design - Build" on the outside of the envelope, addressed to:

Request for Proposals – Skate Park Design - Build

**Michael A Fowler, P.E., Director
Department of Public Works
14 Manning Street
Derry, New Hampshire 03038**

Proposals will be accepted until 4:00 pm October 22, 2021. Proposals received after this time will be returned unopened. Faxed proposals will not be accepted.

2. **AUTHORIZATION:** The proposal must be signed in ink by an authorized signer, or by an agent of the proposer legally qualified and acceptable to the proposer, and contain the printed names, titles, and business and post office address of both parties, if applicable.
3. **WITHDRAWAL OF PROPOSALS:** A proposer will be permitted to withdraw their proposal unopened after it has been deposited if such request is received in writing prior to the time specified for opening of the proposals.
4. **RESERVATION OF RIGHTS:** The Town of Derry reserves the right to reject any or all proposals, to waive technical or legal deficiencies, and to accept any proposal that it deems to be in the best interest of the Town. The offering firm

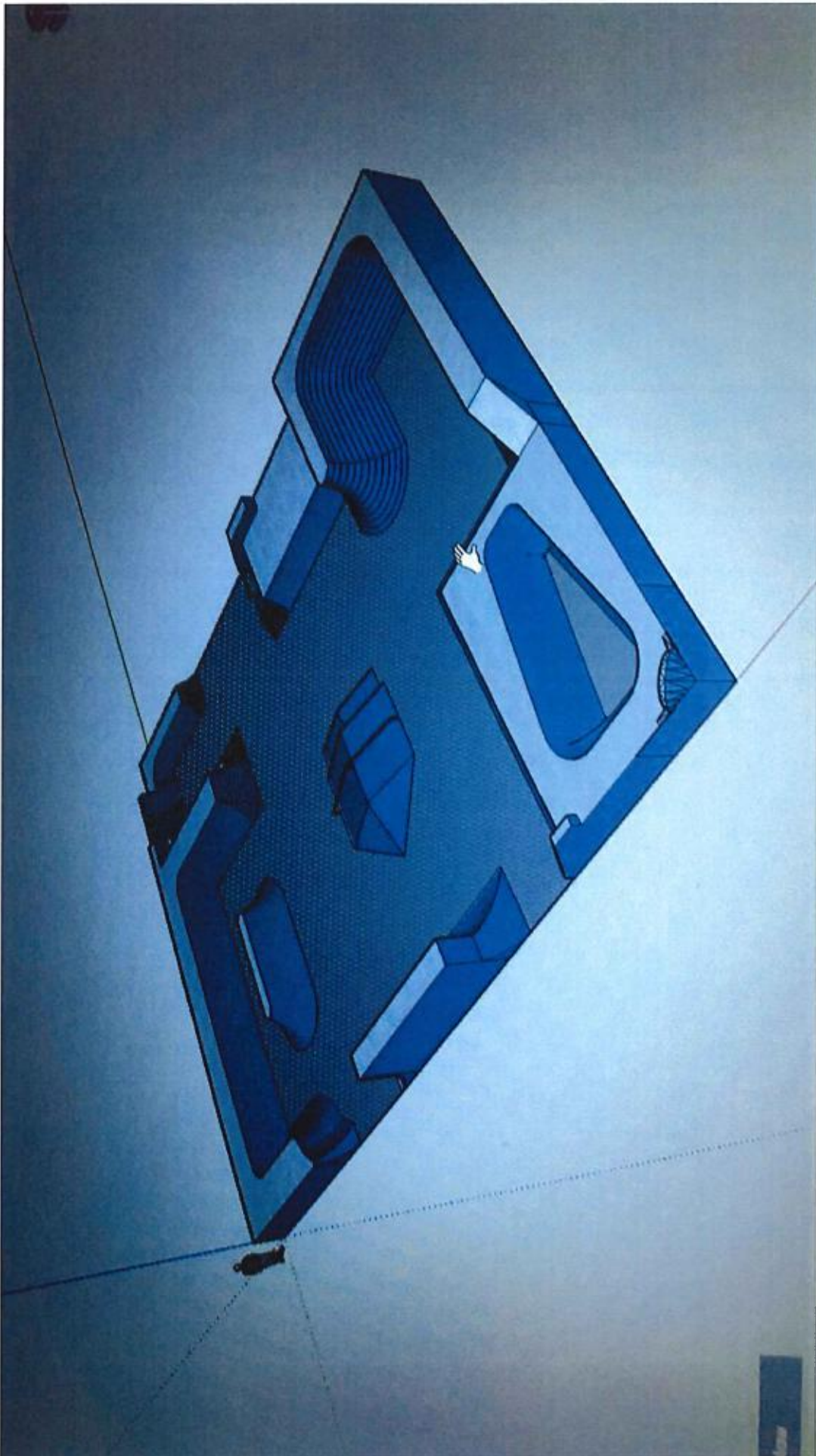
is solely responsible for the contents of their response to this request for proposal.

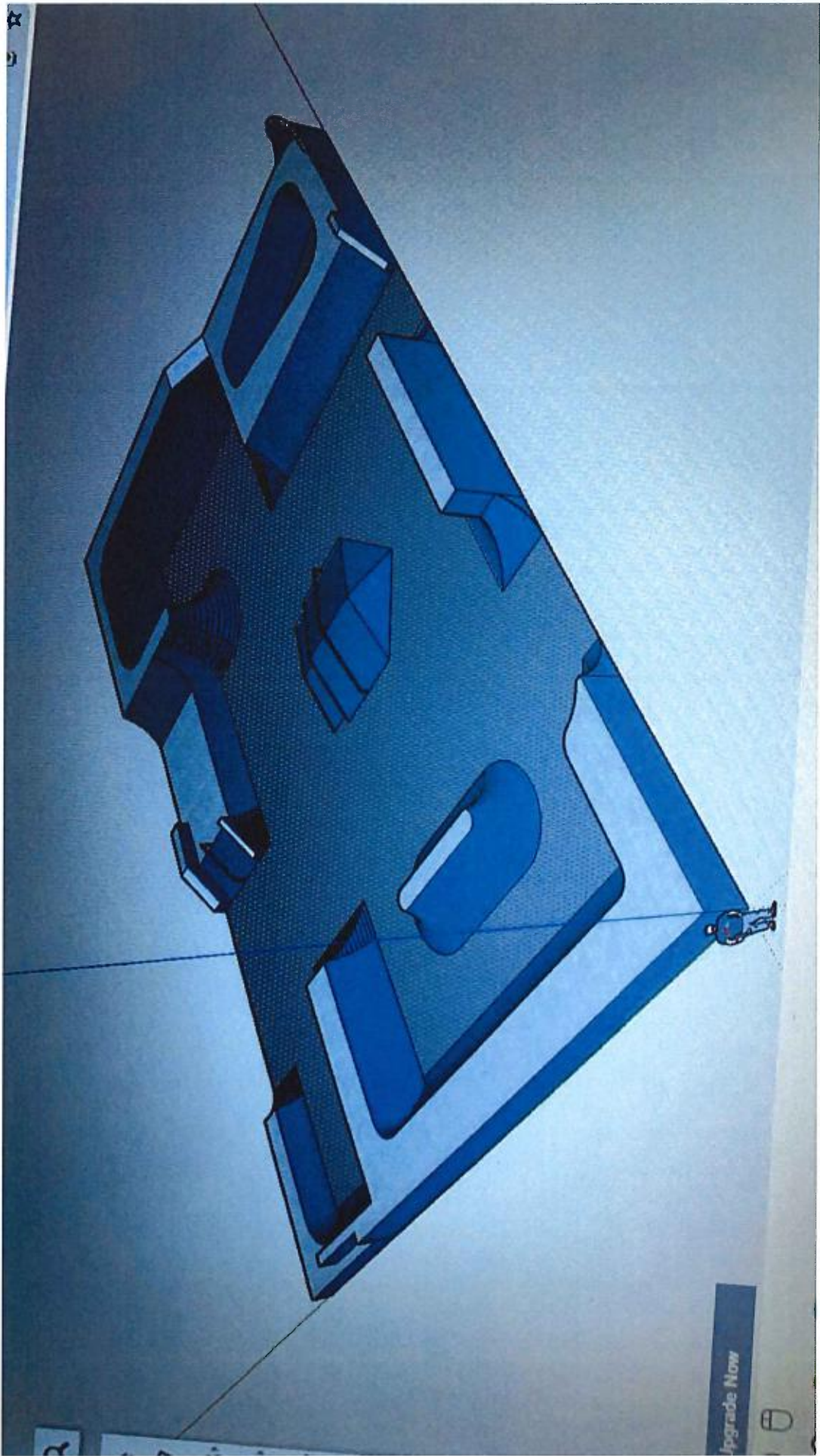
5. AVAILABILITY OF DOCUMENTS: Copies of this proposal are available at:

Public Works Office
2nd Floor – Derry Municipal Center
14 Manning St
Derry, NH 03038

or online at:

<https://www.derrynh.org/bids-rfps>





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