

VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022

MEETING: **PARK & RECREATION COMMISSION**

DATE AND TIME: **WEDNESDAY, April 20, 2016 at 5:30p.m.**

LOCATION: **GERMANTOWN CONFERENCE ROOM A
N112 W17001 Mequon Road**

CALL TO ORDER: This meeting has been given public notice in accordance with Wisconsin Statutes, Section 19.83 and 19.84 in such form that will apprise the general public and news media of subject matter that is intended for discussion and action.

I. **ROLL CALL:**

II. **APPROVAL OF MINUTES:** March 16, 2016

III. **PUBLIC INPUT:** Please be advised per State Statute Section 19.84(2), information will be received from the public. It is the policy of this municipality that there be a three (3) minute time period, per person, with time extensions per the Chief Presiding Officer's discretion; be further advised that there may be limited discussion on the information received, however, NO ACTION will be taken under public comments.

IV. **UNFINISHED BUSINESS:**

1. Kinderberg Park Tennis Court Backboard – Review & Recommendation
2. Friedenfeld Park – Update on Dog Waste Signs

V. **NEW BUSINESS**

1. Introduction & Welcome to Mary Fiegel, Senior Coordinator
2. 2015 Annual Report
3. Alt Bauer Park Play Equipment Project – Review & Discussion

VI. **VILLAGE BOARD:**

VII. **SCHOOL BOARD REPORT:**

VIII. **DIRECTOR'S REPORT:**

IX. **ANNOUNCEMENTS OF PUBLIC INTEREST:**

The next Park & Recreation Commission meeting will be **May 18th @ 5:30p.m.**

X. **ADJOURNMENT:**

UPON REASONABLE NOTICE, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service please contact the Clerk's Office at (262)250-4740 at least 2 days prior to the meeting.

**VILLAGE OF GERMANTOWN
PARK & RECREATION COMMISSION MINUTES
CONFERENCE ROOM A
March 16, 2016**

CALL TO ORDER: The meeting was called to order at 5:30 p.m. by Chair Coulthurst.

I. ROLL CALL: Chair Coulthurst, Commissioners Stapelman, Knop (arrived @ 5:33 p.m.), Depies, and Trustee Rep. Miller. School Board Rep. Medved was absent and excused. Guest included John Krause, from Germantown Kiwanis. Also present were Director Schroeder, Recreation Supervisor Rodger and Secretary Lemke.

II. APPROVAL OF MINUTES: *Motion by Miller, seconded by Stapelman to approve the minutes from February 17, 2016 as presented. Motion unanimously carried.*

III. PUBLIC INPUT: Trustee Rep. Miller mentioned that his parents would like to see signs at Friedenfeld Park regarding picking up your dog waste.

IV. UNFINISHED BUSINESS:

- 1. GERMANTOWN SOCCER CLUB FIELD USE AGREEMENT:** Director Schroeder stated that the 3-year agreement was passed and signed by the Village Board. The agreement is waiting on signatures from the Soccer Club to finalize the agreement.
- 2. PARK & RECREATION IMPACT FEE FUND PROJECTS:** Director Schroeder stated that the General Government & Finance Committee supported the Commission recommendations to utilize the Park & Recreation Impact Fee Funds for the Kinderberg Park Basketball Court and the Dheinsville Park playground. Director Schroeder stated that he will start getting specifications together for the projects. We are able to utilize 10% of the project costs for engineering. Commissioner Depies raised the question "if we use our engineering department, can we pay ourselves?"

V. NEW BUSINESS

- 1. GEHL'S PERFORMING ARTS PAVILION FOR PLACEMENT OF "FUTURE HOME OF" SIGN AT FIREMEN'S PARK – REVIEW & APPROVAL:** John Krause stated that soil borings will occur after Easter. Kiwanis would like to increase the visibility of the project by having area businesses to display the rendering that is currently on display in the Village Hall as well as place a sign in Firemen's Park. They are also looking into printing 5x7 handouts with a picture of the rendering on one side and information on the opposite side. Kiwanis currently have a "Go Fund Me" page that has currently raised over \$27,000.00 to date. Director Schroeder asked to be given notification of when the soil borings are going to start.

Motion by Depies, seconded by Miller to approve the displaying of a temporary "Future Home of" sign in the location as described with oversight from the Park & Recreation Department. Motion unanimously carried.

2. **2016 SUMMER RECREATION PROGRAM FEES & CHARGES – REVIEW & APPROVAL:** Director Schroeder gave an overview of the few minor increases for the Summer fees.

Motion by Miller, seconded by Depies to accept the Summer 2016 Program Fees & Charges as presented. Motion unanimously carried.

VI. VILLAGE BOARD REPORT: Miller stated roadwork in the village will begin. The roundabout will be started on Fond du Lac and Donges Bay Road.

VII. SCHOOL BOARD REPORT: Absent & excused

VIII. DIRECTOR'S REPORT:

- 1) **Germantown Soccer Club Field Use Agreement** – At the March 7th meeting, the Village Board approved the commission's recommendation to approve the agreement with the GSC for 2016-2018.
- 2) **Park & Recreation Impact Fee Fund Projects** – At the February Park & Recreation Commission meeting, a motion was approved to recommend to the General Government & Finance Committee to utilize Park & Recreation Impact Fee monies to fund the following two park projects; 1) Kinderberg Park Basketball Court, and 2) Dheinsville Park Play Equipment. The preliminary budget for both of these projects would fall within the 2015 Year End balance in the Park & Recreation Impact Fee Fund of \$127,514.

Staff presented this information at the February 23rd General Government & Finance Committee Meeting as an update item, indicating the first priority would be the basketball court for Kinderberg Park. Following review of the project scope of work and cost estimates, staff will proceed with developing project plans and specifications. Per the Finance Department, only one of these two projects need to move forward with the planning process in 2016 to meet the impact fee law requirements.
- 3) **Senior Coordinator position** – A total of 20 applications were received for this position. Staff will be conducting interviews March 15th – 21st, with the goal of completing the interview/selection process, and having the new coordinator in place by April 15th.
- 4) **Gehl's Performing Arts Pavilion – Review & Recommendation of "Future Home of" Sign at Firemen's Park** – John Krause of the Germantown Kiwanis Club will be in attendance to request approval to place a sign announcing the future home of the GPAP in Firemen's Park, as well as providing an update on the project.
- 5) **Pilgrim Road Tree Planting Project – Phase 1** – Project plans and specifications have been prepared by John Gall, Wachtel Tree Science, for Phase 1 Tree Planting along Pilgrim Road. Phase 1 will include materials and labor to plan 60 – 2" caliper trees of ten different varieties. The project will be sent to bid in March with review/recommendation by the Board of Public Works on April 5th, and Village Board award of contract on April 18th. Project start date would be late April/early May. The exact planting locations will be field staked by Wachtel and village staff.

Recreation Division Report

The department has 33 programs starting in March including: Basic First Aid for Kids, Zumba, Kickboxing, Oodles of Art, Pickleball, Kids Cuisine, Advance Digital Photography, Scrapbooking Crop, Learn Magic, Archery, Ice Skating/Hockey, Parent Child basketball, Yoga, 10 and Under Tennis, Tae Kwon Do, Excel 3, Gymnastics, Painting Parties for Adults & Youth, Group Rock climbing, St. Patti's Tot Workshop, Beginning Martial Arts Camp, Wood Carving, Word II, Miss Julie's Music Fun, Perfect Portions Workshop, STEM, Babysitter's Training, Therapy Dog Screening, Restore Your Core, PULSE, Firefighters Are Your Friends

Programs cancelled due to low enrollment: Zumba, Kickboxing, Beginner Martial Arts Camp, Painting Parties

Upcoming special events include the following:

Poms Performance: Was held on Tuesday, March 8th. The department said goodbye to Mareta Prill, who retired from her position as Poms Director after 30 years. Girls did an amazing job performing!

Dance Recital: Tuesday, March 22nd at Kennedy Middle School starting at 6:30 p.m.

Easter Egg Hunt: Saturday, March 26th at Firemen's Park starting at 11:00 a.m. sharp. We could use some volunteers for that day, arrive at the Sr. Center at 10:00 a.m. to help hide eggs, hunt is at 11:00 a.m. by 11:30 a.m. we should be cleaned up.

Soccer/Gridders: The registration deadline is Friday, April 1st. Pee Wee & U6 Soccer and Little Gridders Football will be starting on April 23rd, coach's meetings are set for April 12th & 14th to help coaches prepare for their upcoming season.

IX. ANNOUNCEMENTS OF PUBLIC INTEREST:

X. ADJOURNMENT: There being no further business, the meeting was adjourned at 7:07 p.m.

Shannon Lemke

Shannon Lemke
Secretary



Germantown Park and Recreation Department
N112 W17001 Mequon Road
P.O. Box 337
Germantown, Wisconsin 53022-0337

(262) 250-4710 Fax (262) 255-2920
Information Line (262) 250-4711

Meeting Date: April 20, 2016

To: Park & Recreation Commission

From: Mark Schroeder, Park & Recreation Director

Re: Kinderberg Park Tennis Court Backboard

Last year, Lynne and Armin Dohl, Kinderberg Park neighbors expressed concerns about the noise the tennis backboard makes when players hit tennis balls against it. Their concerns were in regard to the volume and frequency of the noise. Three other parks contain tennis courts (Alt Bauer, Spassland & Haupt Strasse), however only Haupt Strasse has a tennis backboard.

The Kinderberg Park tennis backboard is approximately 95 feet from the closest neighbor. The board is made of plywood and treated 2x4s and measures 25 feet long by 10 feet high. In 2012, the backboard was moved from the north to the south end of the courts because of noise and balls landing in the neighbor's yard.

At the May 13, 2015 Park & Recreation Commission meeting, direction was given to staff to investigate exterior spray foam that could potentially help reduce the noise level, as well as researching rebounder net options including life expectancy and warranty. At the July 8, 2015 commission meeting, Jay Olszewski reported that DPW staff did research into alternatives. Public Works staff did a "test" study on a 4x8 sheet of plywood by spraying it with insulation, however they did not see any kind of noise reduction. Other options explored were a "rebounder net", and "sound reducer backboard". The range of costs varied from \$750 to \$8,300. Following discussion, the motion was to restrict usage time by installing a sign indicating that "Backboard" use time would be from 8:00 a.m. to 8:00 p.m. Normal park hours are from 6:00 a.m. to 9:00 p.m.

Staff was recently contacted by the Dohls expressing the same concerns as in the past. Attached for your review is information on the "rebounder" net, and one type of "sound reducer" backboard. Monies are not earmarked in the 2016 Budget for either option.

The Kinderberg Park tennis courts are the most popular courts in the Village and tennis backboard is a heavily used amenity. The Park and Recreation Department wants to come to a sensible solution for both the neighbor and tennis players.



Sales Quotation

Page 1 of 1

3441 S. 11th Ave.
PO Box 407
Eldridge, IA 52748
USA

Sales Quote No.: 21034
Sales Quote Date: 03/14/2016
Customer No.: C106407
Customer PO: Rebounder Quote

BILL TO
Germantown Park and Rec N 112 W 17001 Germantown, WI 53022 US

SHIP TO
Germantown Park and Rec N 112 W 17001 Germantown, WI 53022 US Attn: Mark Schroeder

Thank you for your order. If you need further assistance please contact:

Representative: Kathy Michael
Phone: 1-800-553-8907
Fax: 1-800-443-8907
E-mail: kmichael@douglas-sports.com

Cust Contact: Mark Schroeder
Cust Phone: 262-250-4710
Cust Fax:
Cust E-mail: mschroeder@village.germantown.

Valid Through: 04/14/2016
Ship Via: Best Add
FOB: Factory
Terms: Credit Card

Please remit payment to:
P.O. Box 407
Eldridge, IA 52748

Item Code	Description	Quantity	UOM	Unit Price	Total
64800	Fence Mount Rebounder, 8' High X 18' Wide, Black	1.00	EA	\$599.00	\$599.00
34835C	Bakko Backboard, Economy Flat 8' x 20'	1.00	EA	\$2,399.00	\$2,399.00

Remarks

Shipping for Fence Mount - \$75.00
Shipping for Bakko - \$447.00

Subtotal	2,998.00
Shipping	0.00
Total Order Value	2,998.00

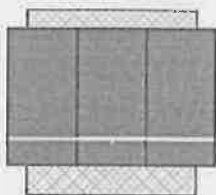
Bollettieri

Backboards by Bakko

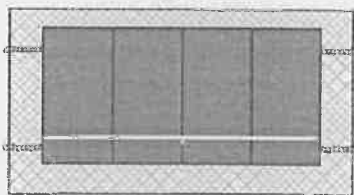
Economy & Slimline Flat Series

ECONOMY

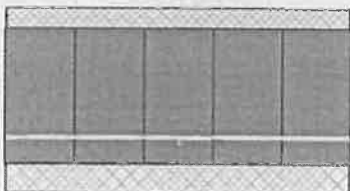
- eight-foot-high panels
- 1.75-inch thickness
- sound-deadening matrix interior
- encased in thick fiberglass & gel coat
- pressure treated 2 x 4's for horizontal supports
- multiples of four-foot-wide panels
- coated with solar- and impact-resistant Imron paint
- customer required to drill holes



8' x 12'



8' x 16'



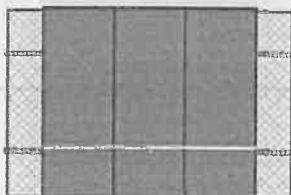
8' x 20'

SLIMLINE

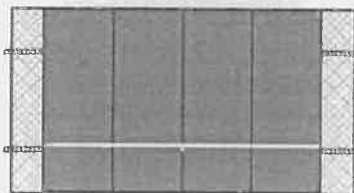
- eight-foot-high panels
- 1.75-inch thickness
- interior compartmentalized metal frame
- encased in thick fiberglass & gel coat
- steel channels for horizontal supports
- multiples of four-foot-wide panels
- coated with solar- and impact-resistant Imron paint
- pre-drilled for easy installation

Professional Flat Series

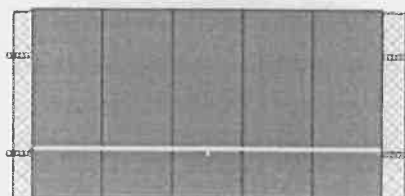
- ten-foot-high panels
- 2.5-inch thickness
- multiples of four-foot-wide panels
- heavy, complex, reinforced metal, interior frame
- sound-deadening matrix interior
- encased in thick fiberglass & gel coat
- coated with solar- and impact-resistant Imron paint
- wheel attachments to panel's back for easy installation
- steel channels for horizontal supports



10' x 12'



10' x 16'



8' x 20'

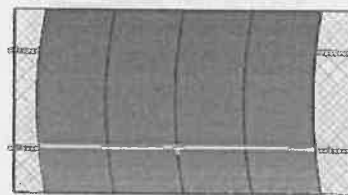
Single & Double Curved Series

SINGLE CURVED

- ten-foot-high panels
- 2.5-inch thickness
- multiples of four-foot-wide panels
- gentle concave curve – top to bottom
- sound-deadening matrix interior
- encased in thick fiberglass & gel coat
- coated with solar- and impact-resistant Imron paint
- wheel attachments to panel's back for easy installation
- steel channels for horizontal supports



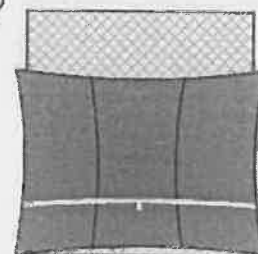
10' Single Curved



8' Double Curved

DOUBLE CURVED

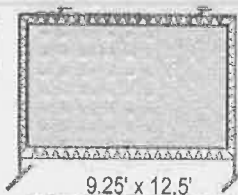
- eight-foot-high panels
- 1.75-inch thickness
- available in 12' & 16' widths only
- gentle concave curve – top to bottom, side to side
- encased in thick fiberglass & gel coat
- coated with solar- and impact-resistant Imron paint
- pre-drilled for easy installation
- steel channels for horizontal supports



Net Series

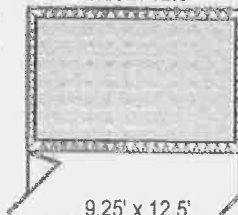
- high quality outdoor netting
- powder-coated green steel tube frame
- less hitting distance required
- portable & absolutely quiet
- not cost prohibitive
- designed to accommodate indoor garage or basement of 8 feet
- for use on driveway, tennis court, backyard or any level hitting area

Outdoor Fence-mount Net



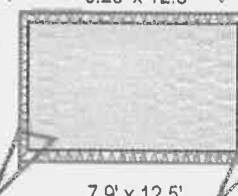
9.25' x 12.5'

Outdoor Free Standing Net



9.25' x 12.5'

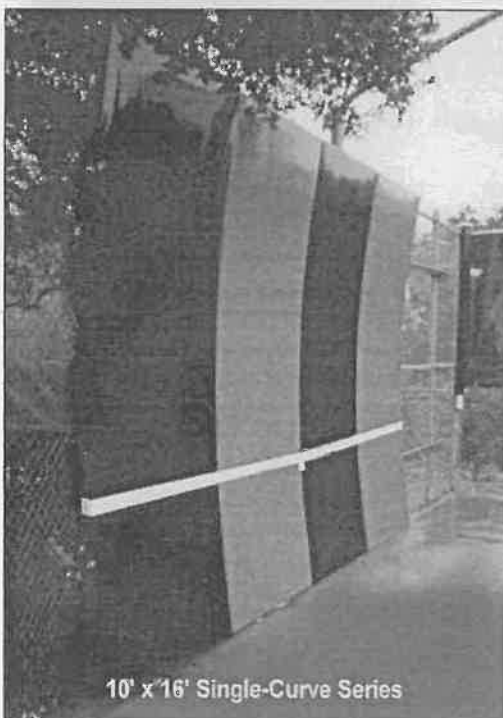
Indoor Free Standing Net



7.9' x 12.5'

Bollettieri

Backboards by Bakko



Custom-Made Backboards

If your situation requires a unique size or specialized color combination, we can custom make backboards using the same Bakko quality workmanship to meet your individual needs.

The best backboard in the business is also your best value.

There are many different types and styles of backboards. Most, however, fall into four categories: wood, cement block/concrete, net and Bakko.

All backboards provide user with a great practice partner and aerobic exercise for players of all ages and ability levels from beginners to top-playing professionals.

But the quality, reliability, variety, versatility and function of today's backboards can vary greatly.

What's the difference? Judge for yourself...Bottom line is, "You get what you pay for!"

Comparison Table

Type: Wood

Advantages: low initial expense

Disadvantages: warps • peels • requires frequent repainting • loud and noisy • poor bounce • limited design • average life of only 2-5 years

Type: Cement Block/Solid Concrete

Advantages: durable, if on deep steel-reinforced concrete base • low noise • good bounce

Disadvantages: high cost • requires frequent repainting • installation requires construction crew • permanent fixture • high ball wear from masonry • little design variety • requires special foundation

Type: Net

Advantages: quiet • low cost • portable • requires little space • minimal set-up time • can be used indoors and outdoors

Disadvantages: unrealistic rebound • small hitting area • limited design • difficult background visibility

The difference is...

BOLLETTIERI BACKBOARDS BY BAKKO

NUMEROUS STYLES AND SIZES

- Five series of fiberglass backboards
- Three series of net backboards
- 8- and 10-foot heights
- 12-, 16- and 20-foot standard widths
- Continuous walls

TECHNOLOGICALLY SUPERIOR OUTDOOR MATERIALS

- Fiberglass
- Gel coat
- Imron paint
- Sound-deadening matrix interior

AFFORDABLE

- Wide range of costs
- Competitive with wood and less expensive than cement
- Best buy for your backboard dollar

TRAINING AND CONDITIONING AID

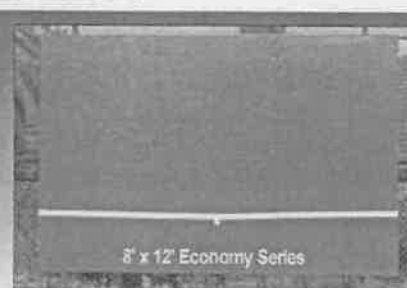
- Ideal for practicing consistency and placement drills

EASY INSTALLATION

- Typically takes two people 2-4 hours to install
- Complete installation kit
- Interlocking green fiberglass panels

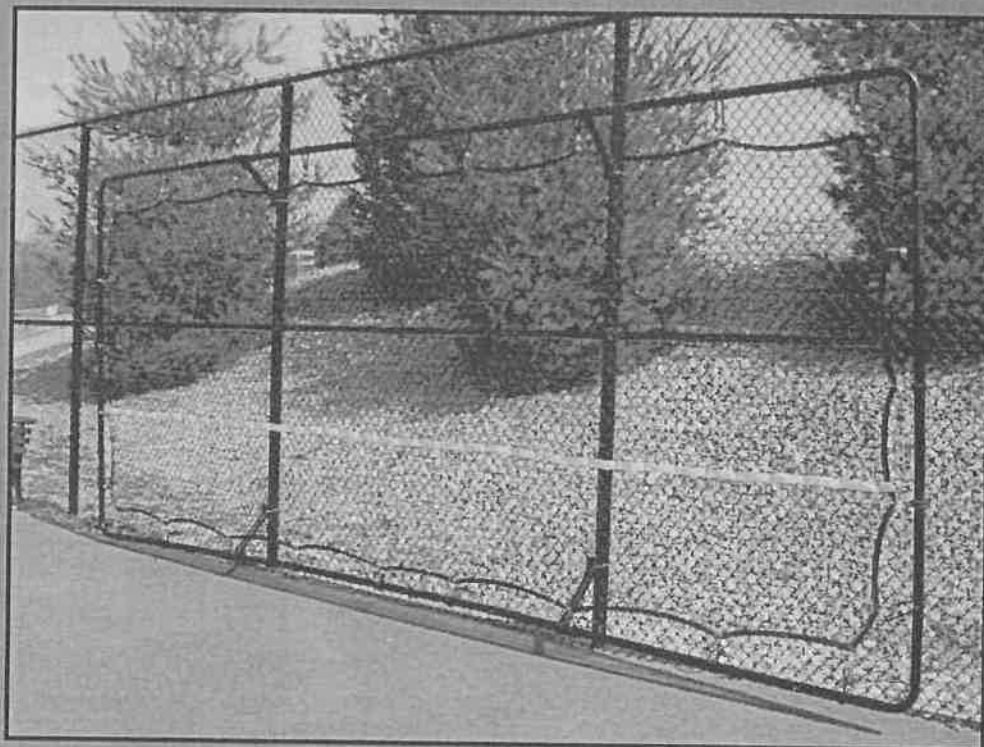


While other types of backboards may cost less initially, they can quickly become weathered and unsightly, needing to be replaced, costing you more money...



Bollettieri Backboards by Bakko are designed to stay looking great even after 10 years, as shown above, with minimum maintenance and peak performance. — your best value in tennis backboards.

Fence Mount Rebounder (Item #64800)



- Attaches to virtually any tennis fence and posts
- Adjust the mounting brackets to fit your fence post width
- Constructed of durable 16 gauge, 1.66" o.d. steel
- Black polyester powder coat finish for maximum weather resistance

- Measures 18'w x 8'h
- Heavy-duty #420, 1-1/2" square mesh
- Black net is weather and UV resistant
- Includes webbing strap to set realistic tennis net height on rebounder





Germantown Park and Recreation Department
N112 W17001 Mequon Road
P.O. Box 337
Germantown, Wisconsin 53022-0337

(262) 250-4710 Fax (262) 255-2920
Information Line (262) 250-4711

April 21, 2016

GERMANTOWN PARK & RECREATION DEPARTMENT

REQUEST FOR BID PROPOSAL FOR PLAYGROUND EQUIPMENT

The Village of Germantown Park & Recreation Department is seeking bid proposals for a modular playground system, independent swing set, playground surfacing and related materials/installation as detailed and specified in the attached documentation and drawings.

SCOPE

The bid proposal shall consist of providing design, materials, surfacing, and installation for the re-development of the playground area at Alt Bauer (Old Farmer) Park in the Village of Germantown. Vendors are **encouraged to use creativity** in the design and explore the use of non-traditional play elements and aesthetic treatments such as GFRC wrapped posts, climbing structures, slides, etc. Traditional modular post and deck "catalog" structures are not desired. All equipment must consist of new and unused material (no wood will be permitted). The proposal shall also include the provision of engineered wood fiber resilient safety surfacing around all equipment as indicated in the specifications and drawings. The proposal must meet or exceed ASTM F1487-95; the latest edition of the Handbook for Public Playground Safety, published by the Consumer Product Safety Commission; and the most recent requirements and intent of the Americans with Disabilities Act (ADA) for accessibility, play components and design.

PROPOSALS

Sealed bids will be received by the Village at the office of the Park & Recreation Department, N112 W17001 Mequon Road, Germantown, WI 53022, no later than 4:30 p.m., Central Daylight Time, on Monday, May 16, 2016. The proposal form furnished by the Village shall be properly executed by the bidder. The Village reserves the right to reject any and all bids and to select the bid best suited to its purpose. All proposals shall remain firm and may not be withdrawn for a period of 60 days after the opening date without the consent of the Village of Germantown. Installation of the approved equipment and surfacing must be completed no later than September 30, 2016.

Mark Schroeder
Director of Park & Recreation

1.00 SCOPE AND CLASSIFICATION

The Village of Germantown Department of Park & Recreation is soliciting proposals for the design, furnishing of materials, and installation of playground equipment for the re-development of the playground area at Alt Bauer Park as specified herein and indicated below:

- Approximate area: Alt Bauer Park 8,775 ± sq. ft. (see attached Site Plan). Area to include two zones for age separation (2-5) and (5-12) within the approximately 65' x 135' area.
- Required equipment:
 - Play structures suitable for ages 2-5 and 5-12
 - Independent Swing set – See specifications 2.00-D-2
 - Auxiliary stand alone play pieces
 - Park benches, expanded metal to match playground equipment – 3 benches

Other:

- Access to the play structure may be achieved through transfer points or modules.
- The bid proposal shall include the provision of an engineered wood fiber, full absorbing, resilient safety surfacing as required for the designated area where the new equipment will be located.
- No wooden play equipment will be allowed.
- The use of recycled materials is encouraged.

The Germantown DPW/Parks staff will be responsible for the following:

- Removal of existing equipment
- Preparation of site
- Installation of underdrain system
- Construction of concrete apron/border
- Installation of park benches
- Finish landscaping around project site other than what is listed in the Technical Specifications, Section 2.02, Item B.3.

1.01 EXAMINATION OF PLANS, SPECIFICATIONS AND WORK

The bidder is required to examine carefully the site of the proposed work, the proposal, plans, specifications and contract forms prior to submitting a bid. The submission of a proposal shall be considered conclusive evidence that the bidder has made such examination and is satisfied as to all the conditions, contingencies, provisions and requirements of the contract documents.

1.02 PREPARATION OF PROPOSALS AND FORM OF BID

- A. The bidder must submit the proposal on the forms furnished and here unto attached. The bidder shall specify unit prices and a lump sum price for each of the separate items called for in the proposal form and the gross sum to perform all the work specified. All writing shall be done in ink.

VILLAGE OF GERMANTOWN
ALT BAUER PARK PLAYGROUND PROPOSAL
BID REQUIREMENTS AND CONDITIONS
SECTION 1
PAGE 2

- B. The bidder must sign the proposal correctly. If the proposal is offered by an individual, name, office and post office address must be shown; if made by a firm or partnership, office and post office addresses of each member of the firm or partnership must be given. If offered by a corporation, the person signing the proposal must give the name of the State under which the corporation was chartered. Anyone signing the proposal as agent must file legal evidence of authority to do so, and the signature is binding upon the firm or corporation.
- C. Design Plans - All proposals must include a design plan at a scale of 1 inch equals 10 feet (or similar architectural scale) for the play structures. The area design plan must also show the complete layout of the play structures with all the attached components, swing set, any proposed free standing equipment and indicate the required use zones for the equipment with a square footage calculation of surfacing material required for the area. The design plans shall also include a clear concise list of all proposed play components. **Bidder shall include their name and vendor number on their respective design plans.** Failure to provide these plans with the bid will result in the rejection of the bid. A three dimensional perspective drawing of each modular play structure must also be submitted. Multiple designs may be submitted if contractor so desires.
- D. The following additional items are required with the proposals:
- Factory warranty
 - Insurance Certificate for manufacturer and distributor
 - List of area installations with phone numbers
- E. The complete proposal (containing the bid proposal form, the design plan, and the additional items listed above in 1.02-D) shall be placed in a sealed envelope so marked as to indicate the description of the work to which it applies and the name of the bidder. Proposals will be received at the place designated in the official notice until the hour and the date specified.

1.03 BID COST CEILING

Bid prices for this work shall include all design services, furnishing of materials, and installation and shall not exceed the following bid ceiling:

	<u>Not to exceed</u>
<u>Alt Bauer Park Playground Area (Ages 2-5 and 5-12)</u>	\$65,000
(Play structures, swing set, free standing equipment/materials, installation, benches, engineered wood fiber surfacing) NOTE: Installation of benches and wood fiber by Village.	

1.04 CONSIDERATION OF PROPOSALS

After the proposals have been opened and reviewed for compliance, they shall be considered by the Village of Germantown Park & Recreation Commission, and Common Council for award. The award of the bid shall be based upon the total aggregate proposal utilizing the following evaluative criteria:

- A. Overall Impression and Visual Appeal of Proposal and Equipment
B. Play Value

- quality vs. number of components (including any proposed free standing equipment)
- C. Layout/Design
 - accessible features and method of access
 - variety of play events
 - circulation
- D. Maintenance
 - durability/performance
 - use of recycled materials
- E. Safety
 - fall zones, platform heights, slide design, play components, enclosures, circulation patterns
- F. Cost
- G. Warranty and Insurance

Until the final award of the contract, the Owner reserves the right to reject any or all bids, to waive technicalities in bidding, or to advertise for new bids.

Before any contract is awarded the bidder may be required to furnish a complete statement of the origin, composition, and manufacture of any or all materials to be used in the construction of the work, together with samples, which may be subjected to tests, to determine their quality and fitness for the work.

1.05 REJECTION OF PROPOSALS

The Village reserves and has the right to reject any and all proposals. Proposals may be rejected if they show any alterations of form, additions or amendments not called for, conditional or alternate bids unless called for, incomplete bids, erasures, or irregularities of any kind. Proposals in which the unit prices for other items, or proposals in which unit prices are not submitted for each item of work listed may be rejected. The Owner reserves the right to waive technicalities as to changes, alterations, or reservations, to delete work items from the proposal, and to make the award to the bidder(s) whose proposal is deemed most advantageous to the Owner.

1.06 COMPETENCY OF BIDDERS

The bidder must, if requested, satisfy the local governing body of his practical and financial ability to perform the work on which the bids. The Owner reserves the right to disregard the bid of any bidder who is, in the judgment of the Owner or municipality, incompetent or otherwise unreliable for the performance of the work on which he bids.

1.07 AWARD OF CONTRACT

- A. The Contract shall be deemed awarded when a written notice of award and/or purchase order is delivered to the address of the bidder given in the proposal.

1.08 DEADLINE FOR DELIVERY OF PRODUCTS AND SERVICE

- A. Award of this contract is scheduled for approval by the Germantown Village Board on Monday, June 20, 2016.
- B. All of the required play equipment must be available for delivery for start of installation work within eight (8) weeks, or sooner, from the date of the Village of Germantown issuing a formal purchase order and notice to proceed.
- C. The complete installation of all required play equipment must be completed no later than September 30, 2016, unless otherwise approved in writing by the Village of Germantown.

1.09 PROJECT SCHEDULE

April 21, 2016 - Bid Proposals requested from selected playground companies.

May 16, 2016 - Bid Proposals due by 4:30 p.m.

May 20 to June 10 - Proposals under review with the Park & Recreation Commission

June 15, 2016 - Recommendation by the Park & Recreation Commission

June 20, 2016 - Village Board Contract Award (Notice of Award June 21)

June 24, 2016 - Place order for play equipment

2.00 GENERAL REQUIREMENTS

- A. Scope of Work - The overall scope of work shall consist of providing design, equipment, and installation for the re-development of the playground area at Alt Bauer Park.
- B. Applicable Documents
1. All new playground equipment shall verifiably meet or exceed the most current applicable guidelines and standards for public playground equipment set forth in the "Standard Consumer Safety Performance Specifications For Playground Equipment For Public Use," Designation F1487-95, of the American Society for Testing and Materials (ASTM) and the most current edition of a "Handbook For Public Playground Safety," publication no. 325, of the Consumer Products Safety Commission (CPSC).
 2. All equipment shall meet or exceed the most current applicable guidelines set forth in the Americans With Disabilities Act (ADA). Vendors must indicate the percent of the play structure that is accessible according to ADA guidelines. This percent must be legitimate and verifiable. Vendors must clearly display this percent on their submitted Design Plans for the proposed modular play structures.
Note: Access to required modular play structure may be achieved through transfer points or modules.
- C. Design Plans
1. A Site Plan with future play area dimensions has been provided as part of this proposal solicitation which indicates the location for the proposed structures/equipment.
 2. Using the Site Plan provided, each bidder shall provide a design plan at a scale of 1 inch equals 10 feet. The design plans must show the complete layout of the play structures with all the attached components, swing set, any proposed free standing equipment, and indicate the required use zones for the equipment. The design plans shall also include a clear concise list of all proposed play components.
 3. Each bidder shall design and lay out an accessible route to the required transfer point/module.
 4. Engineered Wood Fiber Resilient Safety Surfacing The Bidders shall show on the Design Plans all areas proposed to be covered by resilient engineered wood fiber material.
- D. Minimum Play Structure/Area Components
1. The design of the modular structures and proposed play activities, including any free standing equipment, is at the discretion of the vendor subject to allocated space and bid cost ceilings. Like activities or sensations must be accessible for disabled.
 2. Independent Swing Set - Provide a minimum total of 6 swings as follows: Three (3) slash-proof belt seats, Two (2) slash-proof full bucket seats, and one (1) Zero G Chair.
 3. Exclusion - The following play components shall not be included or provided in the design:
 - Roller style slides
 - Metal slides or slide beds, including stainless steel

- Bubble and Tick Tac Toe Panels
- Wooden play components of any kind, including decks, wall panels, climbing arches, etc.

2.01 MINIMUM MATERIALS SPECIFICATIONS FOR PLAY EQUIPMENT AND RELATED PRODUCTS

- A. All materials shall be structurally sound, suitable for safe play, and meet the most current standards and guidelines of the ASTM and CPSC. Quality and durability shall be ensured on all components and materials. IPEMA and ISO-9001 certification are recommended, but are not mandatory.
- B. Hardware (Fasteners) - All structural and primary fasteners shall be stainless steel or zinc plated so as to be corrosion resistant, and tamper proof in design. All hardware necessary for complete assembly shall be provided.
- C. Bolt Links/Double Clevis - Bolt links shall be steel forging with a zinc alloy finish and supplied with a 3/8" x 1-1/4" hex-pin limited thread bolt. Fasteners are a 7/16" x 2-7/16" hex head limited thread bolt and a 3/8" x 1-1/4" hex-pin limited thread bolt.
- D. Posts - All main play structure posts shall be aluminum or steel with post length varying depending upon intended application. All posts shall be powdercoated or finished with GFRC (refer to powdercoating section of this specification). All posts shall have a "finish grade" mark located on the outside of the post identifying the exact bury line required for correct installation. All posts, whether aluminum or steel, shall be a minimum 3.5" O.D.
- E. Post Caps - Top caps for all posts shall be cast aluminum and powdercoated/finished to exactly match the color of the post. Caps made of U.V. stabilized, injection molded polypropylene or polyethylene, in colors to exactly match the color of the post, will be allowed. All post caps must be factory installed using self sealing, corrosion and tamper resistant rivets.
- F. Post Clamps - All post clamps shall be constructed of cast aluminum alloy. All clamps shall be designed to minimize protrusions. Corrosion and tamper resistant fasteners shall be used to retain clamps. Cast steel clamps will be allowed, provided they meet the minimum material strength tolerances stated above and are zinc, zinc-nickel, and/or cadmium plated before powdercoating. Steel clamps must be warranted for a minimum of 15 years as stated in Section 2.04-A-2.
- G. Decks - All decks shall be of modular design constructed of twelve (12) gauge (minimum) carbon steel. Holes or patterned perforations shall be provided on the deck surfaces to provide for water drainage and circulation of air and sunlight. Deck surface holes or perforations small enough (1/4 inch diameter for example) to prevent children's fingers/toes from becoming entrapped or injured are preferred for safety, functionality and overall aesthetics.

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All deck materials shall be thoroughly cleaned and then primed with an acrylic thermosetting solution. Primed parts shall be preheated prior to dipping in U.V. stabilized, liquid poly vinyl chloride solution or U.V. stabilized, liquid vinyl plastisol solution. The finished coating shall be a minimum of 100 mils thick, at an 85 durometer hardness and have a matte or gloss finish. All coatings shall be oven or salt cured. No uncoated metal decks will be accepted. Bidder shall provide written information on available standard and optional colors.

- H. Polyester Powdercoating - All metal components shall be powdercoated (unless finished with GFRC) and shall be free of excess weld and spatter. Parts shall then be thoroughly cleaned in a phosphate bath or wash and sealed with non-chrome sealer for corrosion resistance, then thoroughly dried. Powdercoating shall be electrostatically applied and oven cured at 400 degrees Fahrenheit for a minimum of 20 minutes.

The finish powdercoating shall have a mar resistant finish with a maximum exterior durability, having the very best adhesion characteristics available. Polyester powdercoating shall meet or exceed ASTM standards for:

- Adhesion (D-3359B)
- Hardness (D-3363)
- Flexibility (D-1735)
- Impact (D-2794)
- Overbake Resistance (D-2454)
- Salt Spray Resistance (D-117)

Bidders shall provide written information on available standard and optional colors. The Germantown Park & Recreation Department reserves the right to select colors, as it desires, without altering submitted bid costs, except if requested colors are not available.

- I. Rotationally Molded Poly Materials -- Rotationally molded plastic parts shall be manufactured from color compounded, linear, low-density polyethylene with an average of .250" wall thickness and textured non-sliding surfaces. Plastic parts shall be UV stabilized to UV-15, and shall have a density of 0.935 per ASTM D-1505. Plastic parts shall have a tensile strength at yield no less than 2500 psi with flexural modulus of 87,200 psi. Slides shall be an average of 1/4" thick, linear, low density, rotationally molded, UV stabilized polyethylene with double wall construction. Bidder shall provide written information on available standard and optional colors.

J. Surfacing Materials

1. Surfacing material shall be engineered wood fiber.
2. Bidders shall show on the Design Plan all areas proposed to be covered by surfacing material with minimum coverage over designated playground area use zones.
 - a. All resilient surfacing materials shall comply with Consumer Product Safety Commission guidelines, the ASTM and the American With Disabilities Act (ADA) for the provision of accessible surfaces for use by children of all ages and by individuals in wheelchairs. Total thickness must be determined by the vendor to meet all fall height safety requirements, per the design of the play equipment used.

- b. Bidder shall provide complete and detailed product description and information with bid submittal.

2.02 INSTALLATION

A. General

1. Work Included - The playground installation contractor's work shall include all labor and materials and related items necessary to perform the layout and installation of play equipment as specified and shown on the proposed design plans.
2. Equipment Installer Qualifications – An experienced installer authorized by the manufacturer shall install the provided equipment. Installer shall have a minimum of 5 years installation experience. Installer shall be familiar with local building codes, and the latest playground safety guidelines.

B. Project Close Out Requirements

1. At completion of installation, an initial Safety Audit shall be performed by the Manufacturer with a copy provided to the Village. The Manufacturer shall also provide the Village with an Equipment Safety checklist upon project completion and following initial Safety Audit.
2. Adjustment, Maintenance, Clean-up
 - a. The contractor shall adjust all equipment so as to operate properly in the manner intended.
 - b. The contractor shall leave the work area in a clean and acceptable condition as determined by the Village.
3. Damage Restoration - The contractor shall be responsible for the repair or restoration of any damage to the park site or facilities caused by the contractors. This includes damage to park vegetation and turf grass outside of the designated work area.

2.03 INSURANCE

A. Product Liability

The play equipment manufacturer shall carry in full force, complete product liability insurance covering all play systems, play structures and independent play equipment. The limits of this coverage shall be no less than \$1,000,000.00 per occurrence. As proof of coverage, a certificate of insurance shall be provided as part of the bid submittal.

B. Installation

If awarded a contract for the installation of playground equipment or other installation work, the successful vendor and/or contractor must carry, for the life of their contract with the Village of Germantown, the insurance coverage as specified below. Before commencing any work, the vendor and/or contractor shall furnish the Village a certificate of insurance in a form satisfactory to the Village. The Village shall be named as an additional insured.

General Liability	\$1,000,000/\$1,000,000
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Completed Operations	\$1,000,000/\$1,000,000
Automobile	\$1,000,000/\$1,000,000
Workers comp	\$1,000,000/\$1,000,000/\$1,000,000
Excess Liability	\$1,000,000

The Village of Germantown is to be indemnified and held harmless from all accidents arising out of vendor's and/or contractor's work or operations.

2.04 GUARANTY-WARRANTY

A. Manufacturer

The **minimum** acceptable manufacturer's limited product warranties shall be as follows:

1. **50** years for all stainless steel fasteners, aluminum posts, clamps, beams and caps against structural failure due to corrosion/natural deterioration or manufacturing defects.
2. **15** years for all plastic and steel components against structural failure due to corrosion/natural deterioration or manufacturing defects.
3. **5** years on all paint and powdercoated/GFRC finishes, protective coatings, and poly-vinyl-chloride coatings against chipping, peeling, fading or other failure not related to standard, intended use or acts of vandalism.
4. **3** years on all moving parts and any other parts not covered by the above stated warranties.
5. Pro-rated warranties will not be accepted.

A complete copy of the most current and applicable manufacturer's product warranty must be included with the proposal.

B. Installation

1. The Contractor shall and hereby does warrant all work performed by sub-contractors. The Contractor shall, in case of work performed by subcontractors and where guarantees are required, secure warranties from said sub-contractors and deliver copies of same to the Owner upon completion of the work.
2. The Contractor shall and hereby does warrant all work performed directly and for which guarantees are required in the sections of these specifications. In any case, all work shall be guaranteed for a period of not less than one (1) year from the date of substantial completion.

Village of Germantown
Park & Recreation Department

PROPOSAL FOR: ALT BAUER PARK PLAYGROUND EQUIPMENT AND SURFACING

Proposals must be received by 4:30 p.m. at the Germantown Park & Recreation Department, N112 W17001 Mequon Road, Germantown WI 53022, on May 16, 2016.

All proposals shall remain firm and may not be withdrawn for a period of sixty (60) days after the 16th of May, 2016.

TO: Mark Schroeder
Director of Park & Recreation
Village of Germantown
N112 W17001 Mequon Road
Germantown, WI 53022

We, the undersigned, propose to furnish and install for the Park & Recreation Department of the Village of Germantown, Wisconsin, the following playground equipment and materials as herein specified by us in accordance with the Villages's minimum specifications and with the specifications we have hereto attached:

	<u>Unit Cost</u>	<u>Total Cost</u>
<u>ALT BAUER PARK</u>		
Play Equipment*	_____	_____
Swing Set*	_____	_____
Other free standing equipment: (list*)		
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
Furnish Engineered Wood Fiber	_____	_____
Surfacing as per Design Plan – Total # Cubic Yards (ordered and installed by Owner)		
TOTAL NET PROPOSAL		_____

*Indicates total delivered and installed price

DATE OF EQUIPMENT AVAILABILITY FOLLOWING PURCHASE ORDER: _____

BID SUBMITTED BY: _____ DATE: _____

Print Name

Signature

COMPANY: _____

ADDRESS: _____ PHONE: _____

NOTE: If you have any questions regarding the proposal or specifications, please contact Mark Schroeder, (262) 250-4710.

FURTHER NOTE: BID ENVELOPE IS TO BE CLEARLY MARKED **"BID PROPOSAL FOR ALT BAUER PARK PLAYGROUND EQUIPMENT PROJECT"** AND IS TO BE DELIVERED TO THE DEPARTMENT OF PARK & RECREATION OFFICE AT GERMANTOWN VILLAGE HALL, N112 W17001 MEQUON ROAD, GERMANTOWN WI 53022 BEFORE 4:30 P.M., MONDAY, MAY 16, 2016.

Alt Bauer Park Playground Timeline



April 20, 2016	Request direction from Park & Recreation Commission (PRC) on traditional vs non-traditional playgrounds and vendor selection process.
April 21, 2016	Send Request for Proposals to selected playground vendors requesting design options based on recommendation from PRC and budget parameters.
May 16, 2016	Playground Proposal Deadline.
May 18, 2016	Preliminary review of design proposals by PRC.
May 20 – June 10	Playground design options available for public review in Village Hall Lobby.
June 15, 2016	Final Review of playground design proposals and recommendation from PRC.
June 20, 2016	Village Board review and approval of PRC recommendation.
June 21-24, 2016	Award Contract, order playground equipment.
August 2016*	Removal of existing equipment, and preparation of site (DPW/Parks staff).
August/September*	Installation of equipment by contractor.
September 2016*	Add drain tile (as necessary), wood fiber safety surfacing, concrete apron/border, and final site restoration (DPW/Parks staff).
September 23, 2016*	Completion of project.

*Final date TBD