
INVITATION TO BID

Designated Vendor For: **Playground Vendor**

Community Action Council for Lexington-Fayette, Bourbon, Harrison & Nicholas Counties Inc., a nonprofit corporation and a special district of the Commonwealth of Kentucky, in accordance with KRS 273.405 et sequens, is seeking a Designated Vendor for the goods or services described on page(s) 4-5 of this Invitation to Bid (ITB). Based upon an evaluation of the bids submitted, the Council will designate a single vendor for the specified and related goods or services for a period of 24 months with the possible extension of an additional 12 months from the designation. You are invited to submit your best prices for the listed goods and services.

Submission Requirements:

Acceptable bids must meet the following requirements:

- 1) You must complete and return entire bid packet.
- 2) Your bid must be sealed and delivered by U.S. Mail, private courier or in person no later than 1:00P.M., 12/8/2023 to:

Name: John A. Catron

Office/Unit: Property Development

Address: 710 W. High Street

City/State/Zip: Lexington, KY 40508

- 3) The outside envelope must be marked:

“Sealed BID, Playground Vendor”

- 4) Bid openings will be scheduled at 1:00pm on 12.8.2023 at 710 W. High Street, Lexington, KY.
- 5) In submitting a bid in response to this ITB, you are certifying that it is firm and will be honored if accepted within 30 days of requirement 2, above.

Applicable Terms and Conditions:

- 1) The items or services and quantities listed on page(s) 4-5 of this ITB represent the Council's projected requirements for the next 12 months. The Council reserves the right to adjust these projections over the course of the designation. Additionally, the actual items or services are also a projection. They are representative of the kinds of goods or services which will be purchased from the designated vendor during the designation.
- 2) While a designation will be made for a period of up to 24 months, the Council reserves the right to cancel the designation should it determine that the vendor is unable to meet its standards for quality or timeliness of delivery or that another vendor is available at significantly lower prices.
- 3) Community Action Council reserves the right to reject any bids which do not conform to the requirements of this ITB and its current purchasing policies and administrative procedures.
- 4) Community Action Council reserves the right to cancel this procurement action prior to the designation of a vendor.
- 5) Community Action Council reserves the right to negotiate final terms, items, quantities, etc with the vendor that is designated as a result of this ITB.
- 6) Community Action Council is tax exempt. The designated vendor shall be provided with a certificate of exemption or other suitable documentation.
- 7) Once a vendor has been designated, actual purchases shall be made through authorized Purchase Orders as the Council's actual requirements dictate.
- 8) Community Action Council is authorized to purchase under the Commonwealth of Kentucky's State Price Contracts or General Service Administration (GSA) pricing. Bidders with a Kentucky State Price Contract or GSA pricing must quote prices that are equal or below their current Kentucky Price Contract or GSA pricing, whichever is lowest. By submitting a bid, you agree that if designated, you will furnish all purchased goods or services during the period of designation at or below your State Price Contract or GSA pricing, as applicable.
- 9) Payment terms are net 30 days of receipt of invoice unless otherwise agreed in writing by Community Action Council.

Requested by:

John Catron

Name

Signature

Director of Property Development and
Transportation

Title

Date

10/11/2023

Approved by:

Jessica Coffie

Name

Signature

Director of Child Development

Title

Date

10/11/2023

Steven Gravitt

Name

Signature

Chief Financial Officer

Title

Date

10.11.23

Sharon Price

Name

Signature

Executive Director

Title

Date

10.12.23

Bidder Information:

Name: _____

Address: _____

City, State, Zip Code: _____

Contact Person & Title: _____

State Price Contract Number(s) (if applicable): _____

Community Action Council for Lexington-Fayette,
Bourbon, Harrison and Nicholas Counties
Invitation to Bid

Designated Vendor for: Playground Vendor

Project:

-New Head Start playground at One Parent Scholar House at 1156 Horseman Ln., Lexington, KY.

Design:

- Demolition of existing playground equipment and surfacing.
- Up to 1,500 square foot of playground space to accommodate 20, 3-5 year-old students with metal posts.
- Poured in Place surfacing with a surrounding concrete pad for a tricycle path/track that is all flush with the existing surface.
- No swings
- ADA accessible
- Shade structure to cover play area.

Requirements:

- Davis-Bacon wage rates apply to any and all projects and prevailing wage requirements should be reflected with each individual project.
- Playgrounds must meet the guidelines set by the National Recreation and Parks Association.

Pricing:

-Demolition price:

-New playground of up to 1,500 sq. foot (include price of design, equipment, and installation):

-Poured in Place surfacing to cover up to 1,500 sq. foot playground (include price of design, materials, demolition, and installation):

-Shad structure to cover up to 1,500 sq. foot playground (include price of design, materials, and installation):

-Chain-link fencing with entrance gate and mower to enclose up to 1,500 sq. foot playground. 4-foot high fence with no gaps at bottom of fence or between posts that exceed 3 inches:

-Total Project Price:

Attachments:

- Include attachment explaining warranty/maintenance information that includes length of terms.
- Design drawings that show the playground and shade structure.
- Include attachment listing expected lead times for project.
- Include attachment listing any references.

Bids will be scored on basis of price, design, references, warranty, and lead times.

Signature of Bidder

Date

Bidder's Daytime Phone Number
