

Request for Proposal  
For  
Fitness Equipment for the  
Flagg-Rochelle  
Community Park District

FRCPD  
735 North 2<sup>nd</sup> Street,  
Rochelle IL 61068  
Phone: 815-562-7813  
[joehlinger@rochelleparkdistrict.org](mailto:joehlinger@rochelleparkdistrict.org)

FRCPD is requesting proposals for the purchase, installation, and maintenance of fitness equipment at their new facility; located at Jones & 9<sup>th</sup> Street, Rochelle IL 61068.

### **Project Background**

The Center will be a 91,000 square foot building scheduled to be completed by September 2020. The facility will include indoor pools, gymnasium, classrooms, recreation staff offices and fitness areas. The fitness equipment areas are roughly 6,800 square feet. There is an additional 1,300 square feet of programming space that will host fitness classes.

### **Project Goal**

The primary goal of the fitness area is to provide a wide range of equipment that will appeal to users including teens, adults, seniors, and participants with special needs. Weight training programs will be offered. Fitness wellness programs including spinning, yoga, core strength, and aerobics etc. will also be offered.

### **Scope of Services**

The included floor plan indicates the location and dimensions of the fitness areas. (See attached PDF) The desired equipment includes, at a minimum: Cardio Vascular, Selectorized, Plate Loaded and Free Weight Equipment. Other equipment may also be included as recommended by the vendor.

The vendor shall be responsible for all work required for delivery and installation of the equipment. Training shall be provided for all equipment. Vendors shall propose annual maintenance costs as a separate item.

### **Minimum Qualifications**

Company must be in business for the last ten years and have produced similar sales, designs, maintenance, and warranty agreements with other entities.

### **Proposal Requirements**

Please be advised that the initial evaluation of any proposal will be based upon the content of the bidder's proposal in accordance with the evaluation criteria listed below. Organized, succinct, and straightforward submissions are appreciated. The following items should be addressed in your proposal:

#### **Equipment Proposal**

1. List of any/all equipment showing unit price, quantity price discounts, and total price including discounts.
2. Expected life of equipment and commitment to support specific models for a minimum of 10 years.
3. Include power/AV requirements and recommendations for CV equipment.

4. Recommend design layout of equipment in fitness areas.
5. Current brochures and catalogues of all equipment specified in the proposal.
6. Narrative of criteria for equipment selection.

### **Delivery and Installation**

7. Proposals shall address the anticipated lead-time for delivery of requested products.
8. Schedule for installation services.
9. Plan for training.

### **Service and Warranty**

10. Submit information on service options. Include training options for the FRCPD Staff and/or service plans offered by your company or a third party. Include all costs associated with these options.
11. Offerors shall list the standard warranties applicable to each product or component of the product, which is included in the bid price. Extended warranty options and applicable costs should also be included in the proposal.
12. Include information on company liability insurance.

### **Company Information**

13. Identify the firm's name and location. (Include branch locations)
14. Provide a brief description of your company.
15. Please provide information regarding your firm's experience during the last 3 years with projects of similar nature and scope. Include project name, location, budget, and description of your firm's role.
16. Provide a list of locations where equipment specified is being used. Include name, address, and contact name and phone number.
17. Submit a list of all subcontractors you propose to utilize for this project. Include those proposed for installing and servicing the equipment included in your proposal. Include information regarding their key personnel who will be assigned to this project and past projects on which you have partnered.

FRCPD reserves the right to accept or reject any or all proposals or portions thereof. FRCPD makes no guarantee of any minimum or maximum amount of products/services to be procured; and, reserves the right to award any agreement based upon the source selection criteria identified in this document, rather than the lowest bid. FRCPD reserves the right to make no award under this RFP, and the right to cancel this request or any portion thereof.

### **Submittals**

Proposals must be received in a sealed envelope by **October 1, 2019 10:00 am** at the FRCPD attention Executive Director, 735 N 2<sup>nd</sup> Street, Rochelle IL by 2:00 PM.

All questions regarding this RFP shall be submitted to Jackee Ohlinger via email at [johlinger@rochelleparkdistrict.org](mailto:johlinger@rochelleparkdistrict.org) at least 7 calendar days before the proposal due date. Please submit 3 copies of your proposal.

## **Evaluation Process**

### **Evaluation and Short List Selection**

The selection committee will initially review and select proposals based on the following criteria. Items are listed below in order of importance:

- Equipment – including quality, ease of use, functionality, performance, durability, aesthetics, style and safety, ADA compliance consideration
- Price
- Delivery and installation
- Service and warranty
- Company information, experience, references

The committee shall rank the proposals based on the information provided in the initial submittal and any follow-up information requested by the evaluation committee. A short list of up to three firms will be created.

### **Interviews/Presentation from Selected Firms**

Shortlisted firms may be invited for a personal interview to make presentations to the selection committee. Such presentations provide an opportunity for the offeror to clarify their proposal and ensure that a thorough, mutual understanding exists.

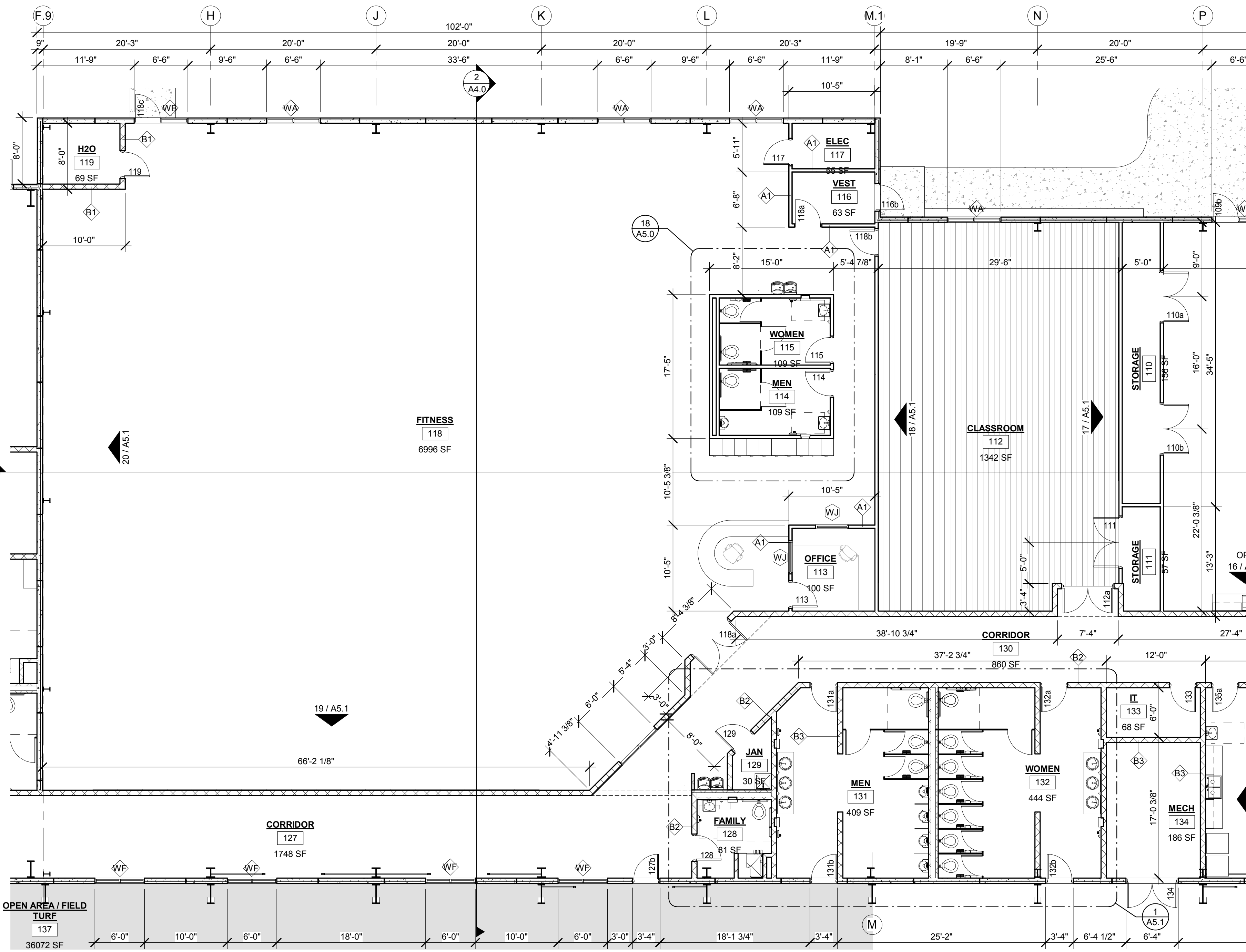
### **Selection and/or Request of Best and Final Offers**

Following shortlist interviews, one or more firms will be selected or revisions to the scope will be made and best and final offers will be requested from these offerors.

FRCPD reserves the right to award to the firm(s) that demonstrates the best value with all factors above being considered including price and technical.

### **Estimated Timeline**

Proposal Submittals Due	October 1, 2019
Award	October 15, 2019



**Request for Proposal**

**Exercise Equipment for the Flagg Rochelle Community Park District Community Center Fitness Area**

The quantities shown on the bid form are approximate only. The contract shall cover the actual needs of the District regardless of whether they are more or less than the quantities shown. Manufacturers names and model numbers used in these specifications are for the purpose of describing and establishing general quality levels. Such references are not intended to be restrictive. Bids will be considered for alternate brands that meet or exceed the quality of the specifications listed for any item. It is the responsibility of the bidder to identify any and all exceptions to the specifications. It is the responsibility of the vendor to include shipping and installation/set up in the unit price.

Item	Quantity	Equipment	Reference Manufacturer	Reference Model	Bid Manufacturer	Bid Model	If awarded item by item Unit Price	If awarded by group Unit Price	If awarded all to one vendor Unit Price
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**Cardiovascular Exercise Equipment**

1	6	Treadmill with PVS							
2	6	Elliptical with PVS (side entry & rear entry)							
3	2	Incline Trainer with PVS	FreeMotion						
4	2	Stair Climber with PVS							
5	2	Recumbant Bike with PVS							
6	2	Upright Bike with PVS							
7	10	Spin Bikes	Keiser						
8	2	Rowing Machine							
9	1	ADA Total Body Trainer	Keiser	M7WTBT					
		<b>Group Total</b>							

**SelectORIZED Exercise Equipment**

10	1	Eight Stack Multi-Station	Matrix	G3-MS80					
11	1	Dip/Chin Assist	Matrix	G3-S60					
12	1	Chest Press	Cybex Eagle	11000					
13	1	Overhead Press	Cybex Eagle	11010					
14	1	Incline Press	Cybex Eagle	11150					
15	1	Incline Pull	Cybex Eagle	11020					
16	1	Lateral Pulldown	Cybex Eagle	11130					
17	1	Row	Cybex Eagle	11030					
18	1	Fly/Rear Delt	Cybex Eagle	11111					
19	1	Lateral Raise	Cybex Eagle	11160					
20	1	Abdominal	Cybex Eagle	11090					
21	1	Arm Curl	Cybex Eagle	11070					
22	1	Arm Extension	Cybex Eagle	11080					
23	1	Back Extension	Cybex Eagle	11101					
24	1	Torso	Cybex Eagle	11190					
25	1	Leg Press	Cybex Eagle	11040					
26	1	Leg Extension	Cybex Eagle	11051					
27	1	Seated Leg Curl	Cybex Eagle	11061					
28	1	Calf Raise	Cybex Eagle	11120					
29	1	Hip Abduction/Adduction	Cybex Eagle	11181					
30	1	Glute	Cybex Eagle	11170					
		<b>Group Total</b>							

**Free Weight Equipment**

31	1	Dumbbell set 5-50#, 5# increments to 50#							
32	1	Dumbbell Set 5-130#, 5# increments to 130#							
33		Dumbbell Rack - Twin tier							
34	2	Adjustable Bench							
35	1	Olympic Flat Bench							
36	1	Utility Bench							
37	1	Adjustable Decline Bench							
38	1	Preacher Curl							
39	1	Olympic Bar- Curl							

40	4	Olympic Barbell							
41	1	Smith Machine							
42	2	Full Power Racks							
43	1	Functional Trainer							
44	1	Fixed Straight barbells 20-110#							
45		Olympic Plate 45#							
46		Olympic Plate 35#							
47		Olympic Plate 25#							
48		Olympic Plate 10#							
49		Olympic Plate 5#							
50		Olympic Plate 2.5#							
51		Olympic Weight Tree							
52	3	Pro Series Platform Insert							
53	1	Iso-Lateral Bench Press							
54	1	Iso-Lateral Chest/Back							
55	1	Iso-Lateral DY Row							
56	1	Iso-Lateral Incline Press							
57	1	Iso-Lateral Shoulder Press							
58	1	Iso-Lateral Wide Pulldown							
59	1	Seated Bicep							
60	1	Linear Hack Press							
61	1	Iso-Lateral Leg Press							
62	1	Seated Calf							
63	1	Standing Calf							
		<b>Group Total</b>							

**Additional**

64		Jump Ropes							
65		Mats							
66		Exercise balls							
67		Slam balls							
68		Medicine balls							
69		exercise bands							
70	2	battle rope							
71		kettlebells							
72		Bosu							
73	1	5 - Barbell holder							
74	1	Fixed Straight barbell rack							
75		Plyo boxes							
		<b>Group Total</b>							

**Package Total**