

Request for Bid
For
Sports Equipment for the
Flagg-Rochelle
Community Park District

FRCPD
735 North 2nd Street,
Rochelle IL 61068
Phone: 815-562-7813
johnlinger@rochelleparkdistrict.org

FRCPD is requesting bids for the purchase of sports equipment at their new facility; located at Jones & 9th Street, Rochelle IL 61068.

Project Background

The Center will be a 91,000 square foot building scheduled to be completed by October 2020. The facility will include indoor pools, gymnasium, classrooms, recreation staff offices and fitness areas. The fieldhouse has almost 40,000 square feet of fieldturf and 22,000 square feet of multi-sport mondo flooring.

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.

Bid Requirements

Please be advised that the initial evaluation of any bid will be based upon the content of the bid 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.

Delivery and Installation

2. Proposals shall address the anticipated lead-time for delivery of requested products. All bidders must abide by the Illinois Prevailing Wage Act where applicable.

Warranty

3. 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.

Company Information

4. Identify the firm's name and location. (Include branch locations)
5. Provide a brief description of your company.
6. 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.

FRCPD reserves the right to accept or reject any or all bids 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.

Exemption from Taxes

The Rochelle Park District is exempt from all State and Federal Sales Taxes. A Tax-Exempt Certificate shall be provided to the successful Vendor prior to equipment order.

Submittals

Proposals must be received in a sealed envelope by September 21, 2020 2:00 pm at the FRCPD attention Executive Director, 735 N 2nd Street, Rochelle IL.

All questions regarding this RFB shall be submitted to Jackee Ohlinger via email at johlinger@rochelleparkdistrict.org at least 7 calendar days before the proposal due date.

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
- 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	September 21, 2020
Award	September 21, 2020

Initial Recreational Sports Equipment Request

Recreational Sports Equipment	Qty
Basketball	
Youth Basketballs (27.5)	20
Women's Basketballs (28.5)	15
Men's Basketballs (29.5)	15
Basketball Racks	4
Officials shirts	6
Volleyball	
Volleyballs	30
Youth Training Volleyballs	5
Volleyball Carts	4
Pickleball	
Nets	2
Paddles	1
Pickleballs	1
Line Marks (Sets)	1
Tennis	
Youth Rackets	6
Adult Rackets	6
Tennis Balls (dozen)	5
Football	
Youth Flags	40
Adult Flags	40
Youth Footballs	15
Adult Footballs	5
Tees	5
Down Markers	2
Sideline Markers (sets)	2
Football Carts	3
Soccer	
Soccer Balls	15
Soccer Balls youth (size 4)	10
Soccer Balls youth (size 5)	10
Soccer Goals (7x21)	2
Soccer Goals (7x21)	2
Soccer Ball Carts	2

Golf	
Golf Balls, plastic (Restricted Flight)	2
Golf Ball Buckets	2
SNAG Equipment	
Golf Clubs	
Portable Hitting Mat	4
Baseball/Softball	
Baseballs Restricted Flight (6 Pack)	4
Baseballs Rubber Training	20
Baseball Tee	4
Softball Restricted Flight	5
Buckets	8
Pitching platform	2
Baseball Pitching Mound	1
Pitching Machine	4
JUGS Combo Pitching Machine	1
Hitting Screen	2
Pitching Screen (L Screen)	2
Softball Pitching Turf Mat	1
Bases (with Anchors)	1
Organizational Equipment	
Low Profile cones (Dozen)	5
Air Compressor	1
Numbered Pinnies (Dozen)	4
Additionally Quoted Equipment	
Exercise Balls	4
Floor Hockey Set	1
Youth Floor Hockey Set	1
4'x6' Hockey goal	2
Whiffle Baseball	3
Flex Hurdles (Set)	1
Agility Ladder	2
Jump Ropes	1
Portable Manual Scorekeeper	2
Stopwatch	4
Baggo Game Sets	2
Spike ball Game	1
Ultimate Frisbee Discs	3

****It is recommended to include mid-level recreational quality for all sports equipment items, as the bids will be evaluated for both quality and price.***