

Invitation to Submit Request for Proposals

Warren Fiscal Court will receive and open RFP's at 10:00am on 06/22/2026 at the Office of Warren County Judge Executive Doug Gorman, 2nd floor, Warren County Courthouse, 429 E. 10th Street, Suite 201, Bowling Green, KY 42101 for the proposal listed:

RFP for Construction / Installation of Synthetic Turf ADA Playground Surfacing and New Playground Equipment Improvements

Proposals will be opened immediately thereafter in the Fiscal Courtroom. Proposals must be received by the designated date and time, and none will be considered thereafter.

Proposals may also be picked up at the Office of Warren County Judge Executive, Doug Gorman.

Warren County Fiscal Court reserves the right to reject any and all proposals and to accept the best evaluated. The evaluated proposal will allow 5% for a primary business located in Warren County and make a choice that it deems necessary in the public interest. The successful proposing company shall be an Equal Opportunity Employer.

Crystal Cummings

Fiscal Court Clerk

Request for Proposal

Warren County Parks and Recreation Department

Project Title: Request for Proposal for Synthetic Turf ADA Playground Surfacing and New Playground Equipment Improvements

Issued By: Warren County Parks and Recreation Department / Warren County Fiscal Court

Section 1 – A - Introduction:

The Warren County Parks and Recreation Department / Warren County Fiscal Court (hereinafter referred to as the Owner) is soliciting request for proposals from qualified playground companies, contractors, manufacturers, and design build firms for the furnishing, design, engineering, site preparation, demolition, construction, installation, and commissioning of synthetic turf ADA – compliant playground surfacing systems and associated playground equipment improvements at multiple park locations throughout the Warren County Parks and Recreation Department System in Warren County, KY.

The companies making proposals will hereinafter be referred to as Proposers for the remainder of this RFP.

The selected Proposer shall provide all labor, supervision, materials, equipment, engineering, site preparation, demolition and disposal of all equipment as indicated per site by this RFP, architectural design, project management, freight / shipping coordination, storage coordination of supplies, testing, installation of equipment and turf, and training necessary for maintenance of equipment to the Owner before the project is completed. The project should be completed in accordance with all applicable federal, state, local, ASTM, CPSC, ADA, and playground industry standards.

The owner prefers the use of SoftLawn EZ Play Synthetic turf surfacing systems or approved equal for this project. Proposers not quoting SoftLawn and EZ Play systems will need to show how their proposed product differs and the essential difference / benefit of material.

The proposal submitted should clearly and easily demonstrate how the Proposer can best satisfy the requirements listed in this RFP. The Owner shall reserve complete right to choose the proposal which is most advantageous to the Owner's constituents and the citizens of Warren County, KY.

Section 1- B – Project Locations and Quantities Summarized (Description of Work Requested)

The following are the locations and sites that work is being requested for within this RFP:

Site 1 – Phil Moore Park Playground

- Location Type: Existing Playground
- Address: 7101 Scottsville Road, Alvaton, KY 42122
- Approximate Area: 2,333 sq. feet
- Scope: Removal and replacement of existing playground surfacing with ADA compliant synthetic turf product.
- Required Work:

- Existing surface removed
- Base preparation
- Drainage improvement installed or made as needed
- Shock pad installation
- Synthetic turf installation
- ADA accessible transitions
- Curbing / transition / seams

Site 2 – Basil Griffin Park Paradise Playground

- Location Type: Existing Playground
- Address: 2055 Three Springs Road, Bowling Green, KY 42104, accessible from Small house Road Entrance – backside of park
- Approximate Area: 18,300 sq. feet
- Scope: Removal and replacement of existing playground surfacing with ADA compliant synthetic turf product.
- Required Work:
 - Existing surface removed
 - Base preparation
 - Drainage improvement installed or made as needed
 - Shock pad installation
 - Synthetic turf installation
 - ADA accessible transitions
 - Curbing / transition / seams

Site 3 – Basil Griffin Park Shelter #3 Playground

- Location Type: Existing Playground
- Address: 2055 Three Springs Road, Bowling Green, KY 42104, accessible from Small house Road Entrance – backside of park
- Approximate Area: 2800 sq. feet
- Budget Limitation: Total project should not exceed \$94,000.00
- Scope: Removal and replacement of existing playground surfacing with ADA compliant synthetic turf product and installing new playground system for children ages 2-12.
- Required Work:
 - Existing surface removed
 - Base preparation
 - Drainage improvement installed or made as needed
 - Shock pad installation
 - Synthetic turf installation
 - ADA accessible transitions
 - Curbing / transition / seams
 - Install new playground system
- Playground shall include multiple play opportunities and may include:
 - Slides

- Climbers
- Transfer stations
- Sensory play elements
- Inclusive play elements
- Ground level activities
- Overhead play events / activities
- Themed play elements that match park environment
- Playground shall be designed to maximize:
 - Accessibility
 - Inclusive Play
 - Play Value
 - Fun
 - Durability
 - Safety
 - Visibility for Supervision
 - All weather system

Site 4 – Ed Spear Park Playground

- Location Type: Existing Playground
- Address: 226 Sunset Ave. Smiths Grove, KY 42171
- Approximate Area: 3500 sq. feet
- Scope: Removal and replacement of existing playground surfacing with ADA compliant synthetic turf product.
- Required Work:
 - Existing surface removed
 - Base preparation
 - Drainage improvement installed or made as needed
 - Shock pad installation
 - Synthetic turf installation
 - ADA accessible transitions
 - Curbing / transition / seams

Site 5 – Ephram White Park Playground

- Location Type: Existing Playground
- Address: 885 Mount Olivet Road, Bowling Green, KY 42101
- Approximate Area: 5500 sq. feet
- Budget Limitation: Total project should not exceed \$223,000.00
- Scope: Removal and replacement of existing playground surfacing with ADA compliant synthetic turf product and installing new playground system for children ages 2-12.
- Required Work:
 - Existing surface removed
 - Base preparation
 - Drainage improvement installed or made as needed

- Shock pad installation
- Synthetic turf installation
- ADA accessible transitions
- Curbing / transition / seams
- Install new playground system
- Playground shall include multiple play opportunities and may include:
 - Slides
 - Climbers
 - Transfer stations
 - Sensory play elements
 - Inclusive play elements
 - Ground level activities
 - Overhead play events / activities
 - Themed play elements that match park environment
- Playground shall be designed to maximize:
 - Accessibility
 - Inclusive Play
 - Play Value
 - Fun
 - Durability
 - Safety
 - Visibility for Supervision
 - All weather system

Site 6 – Michael O. Buchanon Park Lower Complex Playground

- Location Type: Existing Playground
- Address: 9222 Nashville Road, Bowling Green, KY 42101
- Approximate Area: 3500 sq. feet
- Budget Limitation: Total project should not exceed \$120,000.00
- Scope: Removal and replacement of existing playground surfacing with ADA compliant synthetic turf product and installing new playground system for children ages 2-12.
- Required Work:
 - Existing surface removed
 - Base preparation
 - Drainage improvement installed or made as needed
 - Shock pad installation
 - Synthetic turf installation
 - ADA accessible transitions
 - Curbing / transition / seams
 - Install new playground system
- Playground shall include multiple play opportunities and may include:
 - Slides
 - Climbers
 - Transfer stations

- Sensory play elements
- Inclusive play elements
- Ground level activities
- Overhead play events / activities
- Themed play elements that match park environment
- Playground shall be designed to maximize:
 - Accessibility
 - Inclusive Play
 - Play Value
 - Fun
 - Durability
 - Safety
 - Visibility for Supervision
 - All weather system

Site 7 – GH Freeman Park

- Location Type: Existing Playground
- Address: 545 Plano Richpond Road, Bowling Green, KY
- Approximate Area: 4500 sq. feet
- Scope: Removal and replacement of existing playground surfacing with ADA compliant synthetic turf product.
- Required Work:
 - Existing surface removed
 - Base preparation
 - Drainage improvement installed or made as needed
 - Shock pad installation
 - Synthetic turf installation
 - ADA accessible transitions
 - Curbing / transition / seams

Section 2 - Rules of Preparation:

The submitted proposals must follow the rules and format established by this RFP. Adherence to these rules will ensure a fair and objective analysis of all proposals. Failure to comply with any portion of this request may result in the rejection of the proposal.

Section 3 - Proposer Inquiries:

The Owner has prepared this RFP and has designated Chris Kummer, Director of Parks, as the primary contact for this project (Project Manager). Please direct any questions or comments concerning this RFP / project to him, contact information below:

- Chris Kummer, Director of Parks
- Address: 2055 Three Springs Road, Bowling Green, KY 42104

- Cell Phone Number: 270-791-1860 (24 Hr. On Call)
- Office Phone Number (M-F, 8:00am-4:00pm); 270-842-5302
- Email: chris.kummer@ky.gov

To ensure a timely response, questions should be emailed to the Project Manager directly.

The Project Manager will maintain a “proposers list” for this project. Please provide the project manager with contact information for your company or firm so that you receive timely addenda and general updates for this project.

Section 4A - Submission of Proposals:

Please prepare and submit three (3) copies of the proposal. Completed proposals should be sealed and clearly marked “Request for Proposal for Synthetic Turf ADA Playground Surfacing and New Playground Equipment Improvements”. All proposals must be submitted to the Owner prior to the due date.

Proposals received after the due date and time will be considered late and will not be accepted. Proposals will be evaluated objectively based on the vendor’s responses to the RFP.

The Owner will not pay any costs incurred in the proposal preparation, including but not limited to the costs for printing, demonstration, negotiation process, travel and accommodation, etc. All costs for the preparation of the proposal shall be borne solely by the proposing company or business.

The proposer understands that there are two methods for proposal submittal. They are listed below:

- Option 1 - Proposals can be submitted electronically by sending to Warren.county@ky.gov by 10:00am on Monday, June 22, 2026.
- Option 2 - Proposal can be mailed via US Postal Service, UPS, Fed Ex to the Warren County Court House, Attn. Crystal Cummings, 429 E. 10th Street, Bowling Green, KY 42101.
- All proposals must be submitted by the due date issued by the Owner. Any proposal received after this time; will be disqualified from this project.
- It is the full responsibility of the proposing company to ensure that all RFP packets and information are submitted on time and by the date / time requested by the Owner.

The following is the projected schedule:

Event:	Date:
RFP Opens; RFP packets can be downloaded off the Warren County, Kentucky, Government website at warrencountyky.gov , select “business tab and then click on Bids / RFP’s”; RFP packets may also be picked up Monday through Friday at the Basil Griffin Park Administrative Office, located at 2055 Three Springs Road, Bowling Green, KY 42104, from 8am to 5pm daily.	Monday, June 1, 2026

Pre- Bid – RFP Mandatory Meeting with Owner; call to schedule appointment during time frames listed; only those companies that attend a pre-bid meeting will be able to submit a proposal. Proposing companies that do not attend will have proposals automatically rejected.	<ul style="list-style-type: none"> • Tuesday, June 9, 2026; 2:00pm-5:00pm CDT • Wednesday, June 11, 2026; 2:30pm-5:00pm CDT • Wednesday, June 17, 2026; 8:30am-12:00pm CDT
RFP Proposals Due to Owner	Wednesday, June 22, 2026, by 10:00am (see below for opening information)
RFP Proposals Opened	Friday, June 22, 2026 – 10:00am – Judge Executive Doug Gorman Office, 429 E. 10th Street, Bowling Green, KY 42101, 2 nd floor office.
Owner review period (up to 30 days from time of opening)	Possible 30-day period of review
Potential approval of selected RFP by Owner (dates and times subject to change by Owner)	Fiscal Court Meeting – June 25, 2026, July 9, 2026, or July 23, 2026
Notice to Proceed sent to selected Proposing Company / Business (dates and times subject to change by Owner)	June 29, 2026, July 10, 2026, or July 24, 2026
Mobilization / Construction Start at predetermined times and locations as listed in RFP	September 1, 2026
Substantial Completion of Project (all locations)	February 15, 2027
Final Completion of Project (all locations)	March 1, 2027
Liquated damages Begin (all locations)	March 1, 2027

Please note that the Owner will be closing the facilities listed in this RFP in a sequential order based on already booked events and functions scheduled for 2026 / 2027. The owner requests that the project begin at Basil Griffin Park Paradise Playground (September 1, 2026), then proceed to Basil Griffin Park Shelter #3 Playground, then proceed to Michael O. Buchanon Park Lower Complex Playground, then proceed to Ephram White Park Playground, then proceed to Phil Moore Park Playground, and then finish the project at GH Freeman Park Playground.

Owner requests that the project window be from September 1, 2026, through March 1, 2027, to have all playground projects completed and sites prepared for high usage beginning March 1, 2027.

Liquidated damages will be assessed at a rate of \$2500.00 for each calendar day beyond the final completion date stated above. Any pre-scheduled Owner event effected by the project not being completed on time will incur a penalty of \$5,000.00 per event day.

Section 4B – Proposal Format

To facilitate the analysis of responses to this RFP, proposers are required to prepare their proposal in accordance with the instructions outlined in this section.

Each proposer is required to submit the proposal documents in response to the RFP in a sealed envelope. Vendors whose proposals deviate from these instructions may be considered nonresponsive and may be disqualified at the discretion of the Owner.

Proposals should be prepared as simply as possible and provide a straightforward, concise description of the contractor's capabilities to satisfy the requirements of the RFP.

The proposer should respond to each section of this RFP in sequential order as addressed in this RFP.

Expensive bindings, color displays, promotional material, etc., are not necessary or desired.

EMPHASIS SHOULD BE CONCENTRATED ON ACCURACY, COMPLETENESS, AND CLARITY OF CONTENT

Section 5 - Notification of Withdraw of Proposal:

Proposals may be modified or withdrawn by an authorized representative of the vendor or by formal written notice prior to the final due date and time specified for proposal submission. Otherwise, proposals will be considered valid for at least 60 days from the opening date. Submitted proposals will become the property of the Owner after the proposal submission deadline (RFP Opening Date).

Section 6 - General Specifications and General Scope of Project:

The purpose of this project is to improve safety, accessibility, durability, maintenance efficiency, and play value at multiple playground locations within the Warren County Parks and Recreation Department system.

The selected proposing company shall:

- Remove existing playground surfacing as required and dispose of all material off site of the park locations. This will be the proposer's responsibility.
- Design, engineering, and install ADA compliant synthetic playground with specific turf surfacing systems at various park locations.
- Design and install new playground equipment that is identified. Proposers should design playground systems that encourage various activities, including imagination, social interaction, physical fitness, climbing, sliding, and most of all, be an area where children are excited about visiting.
- Provide drainage improvements per location and install and design drainage systems for new synthetic turf areas.
- Ensure that all systems comply with applicable ASTM, ADA, and CPSC playground standards

- Provide all required engineering and site design services
- Coordinate all construction activities with Owner
- Provide maintenance training and warranty documentation to Owner
- Provide an itemized list and specifications of play structure components and related equipment with this RFP. Scaled drawings showing top and 3-D views of the entire playground system per location shall be furnished by the proposer.

The following is for informational use only to prepare the proposal and shall not be considered an estimate or complete projection of current or future needs. It is the responsibility of the proposer to ensure that they understand the needs of the Owner via communication with the Project Manager.

A site visit / Pre-Bid meeting is REQUIRED for this project prior to the RFP submission / opening date. Proposers will need to contact the Project Manager to setup a date and time at the already established dates and times listed in the “Submission of Proposals” section of this RFP.

Change orders will not be approved and no additional costs will be paid to the proposer for their failure to understand and provide a proposal for a fully functional turnkey installation of synthetic playground turf and new playground equipment as specified.

This RFP may not define all the work necessary to complete the project, however, it is the proposer’s sole responsibility to review the RFP information and visit each site to determine the full scope of work required to cover all aspects of the intended project. Again, all proposers must schedule a site visit with the Project Manager prior to the submission date.

Proposals shall include all aspects of design, site preparation, construction, and installation required for each location within this project to be a success and to be considered a turnkey event. In addition, a detailed list of what items will be provided by the proposer to make this project successful will be included in this RFP.

A detailed list of warranty terms for all items included in this project shall be included in the proposers’ RFP submittal.

Necessary permits, if required, will be provided by the Owner.

All mobilization and training is to be included in the RFP submitted, including general daily, weekly, monthly turf and drainage system maintenance, turf dragging and sweeping instructions, proper way to add infill to surface area. Proposer shall include repair / patch kits for all synthetic turf locations. Proposer will be required to train Owner staff on basic synthetic turf repair and proper patching techniques, including how and when to add infill to top surface layers of turf. Proposer shall include enough top infill material for Owner for one year for preventative maintenance repair of facility.

Section 7 - Bid Bond:

A bid bond in the amount of five percent (5%) of the total proposal price, including any alternates, shall be submitted by all proposers to ensure faithful performance with the conditions of this RFP. Bid security must be one of the following: (1) certified check or cashier check; or (2) a properly executed bid bond payable to the Owner. Bid Bond will be returned to the bidders after the Owner has accepted the Bid. All bids shall remain open for sixty (60) days after the date of the opening.

Section 8 - Performance Bond

The proposer must submit a performance bond in the amount of 100% must be furnished by successful proposer within ten (10) days after the award of the RFP / bid. Bonds will come from a surety company with an A+ best rating.

Section 9 - Labor and Material Payment Bonds

The proposer must submit a labor and material payment bond in the total amount of the contract and must be furnished within ten (10) days after the award of RFP / bid. Bonds will come from a surety company with an A+ best rating.

The proposer shall furnish evidence of insurance in forms and amounts acceptable by the owner.

The proposer shall be fully qualified and specialized in sports field construction and capable of providing all aspects of design, site preparation and installation (grading, drainage, rock base, turf install, playground equipment install).

All products provided under the terms of this contract shall be new and free from defects in material and workmanship.

It is the proposer's responsibility to clearly list any exclusions to the requirements that they cannot meet.

Section 10 - Base Bid / Scope of Work:

1. The proposer will work with the Owner to decide the best location to gain access to each field in this project that will limit damage to the existing infrastructure. All equipment should use the appointed area, The proposer shall include the request for entry into each facility as part of this RFP once they have made an onsite visit to each location. Proposer will be required to use good judgement following moisture events to avoid unnecessary damage to surrounding park infrastructure per location. The proposer will be responsible and shall include in the RFP all cost to ensure each location is put back into pre-project condition by the end of the project per site location. If fencing needs to be removed, this is also the responsibility of the proposer to remove, replace, and install back once each field is completed.
2. Proposers will be required to remove any dirt, concrete, existing wood fiber / mulch to a site they coordinate off park grounds. Proposer will be required to call in all 811 utility locates prior to projects being started per location. Proposers will be required to take down, repair, install any fencing that is in project areas and must ensure that all location fencing is reinstalled to pre-project condition prior to the end of the project.
3. No live irrigation lines, underground, within the work area will remain on during the project. They will be capped at the beginning of the project by the proposer and repaired, installed, and fully functional at the end of the project.
4. Proposers will need to provide portable toilets for all contractors to utilize during this project and must schedule weekly cleaning.
5. Owner will have staff cleaning other parts of the project area throughout the week, including but not limited to parking lots, walkways, trails, disc golf course areas, and

surrounding areas around each complex. Proposers will be required to always ensure a clean and tidy work site. All construction debris, trash, parts, dirt, turf material, equipment, trailers, etc. must be kept clean and trash picked up daily. Failure to respect the Owners property could result in a \$500.00 per day penalty if documented trash and other debris is not maintained in a controlled space / dump trailer / construction dumpster.

6. The proposer may request progress payments every 30 days, if necessary. Checks will be processed every two weeks when Warren County Fiscal Court meetings. These dates and times are subject to change. To accurately assess payment requests, bidders shall provide a schedule of costs for the various project components prior to construction.
7. Proposer shall provide all surveying, design, staking, plotting, site preparation work, construction, installing, cleaning, engineering, training, and site cleaning for this project.
8. The proposer shall provide engineered stamped construction drawings prior to the beginning of the work.
9. Contractor shall provide as built drawings upon final completion, both two (2) hard copy sets and digital sets for the Owner.
10. Proposer shall provide supervision of all staging areas, materials, and equipment.
11. Proposer will be held responsible for any damage to existing structures, work, materials, or equipment because of their operations and shall repair or replace any such damaged structures, work, materials, or equipment to the satisfaction of, and at no additional cost to the Owner. This includes all site utilizes as well, including all electrical components, water, sewer, and lighting components.
12. Proposer shall protect, shore, brace, support, and maintain all underground pipes, conduits, drains, and other underground construction uncovered or otherwise affected by the construction work performed. All surfacing, driveways, roads, curbs, walkways, buildings, utility poles, guy wires, scoreboards and cabling, and other surface structures affected by construction operations in connection with the performance of the contract, together with all sod, shrubs, trees in the area crossed by or adjacent to the right of way, shall be maintained and, if removed or otherwise damaged, shall be restored to the original condition. All replacements of such underground construction and surface structures or parts thereof shall be made with new materials conforming to the requirements of these specifications.
13. Proposer is required to provide a standard eight (8) year minimum synthetic turf warranty plus an eight (8) year 3rd party insured synthetic turf warranty. Please provide warranty information with this RFP. Please include all details of the Warranty Terms. Proposer must specify terms of drainage and base warranty as well. Warranty shall cover all materials, including UV degradation.
 - a. Proposer shall be required to ensure that all workmanship and materials are covered under warranty terms and must be specified.
 - b. Warranty must have a provision to either make a cash refund or repair or replace such portions of the installed materials that are no longer serviceable to maintain a serviceable and playable surface.
 - c. The Proposer shall provide a warranty to the Owner that covers defects in materials and workmanship of the turf for a period of eight (8) years (minimum) from the date of substantial completion. The turf manufacturer must verify that their representative has inspected the installation and that the work conforms to the manufacturer's requirements. The manufacturer's warranty shall include general wear and damage caused by UV degradation. The warranty shall specifically

exclude vandalism and acts of God beyond the control of the Owner or the manufacturer. The warranty shall be fully third-party insured; prepaid for the entire eight (8)-year term and be non-prorated. The Contractor shall provide a warranty to the Owner that covers defects in the installation workmanship, and further warrant that the installation was done in accordance with both the manufacturer's recommendations and any written directives of the manufacturer's representative. Prior to final payment for the synthetic turf, the proposer shall submit to owner notification in writing that the synthetic turf playground is officially added to the annual policy coverage, guaranteeing the warranty to the Owner. The insurance policy must be underwritten by an "AM Best" A rated carrier and must reflect the following values:

- Eight (8) Year Warranty minimum on turf fibers, backing, seams, curbing, UV stability, excessive wear, backing integrity, workmanship, excessive fading, delamination, and manufacturer defects.
 - Minimum three (3) warranty on workmanship, covering seams, edges, transitions, drainage defects, base settlement, wrinkles, trip hazards, and attachment failures of all synthetic turf areas.
 - All synthetic turf areas must maintain ASTM F1292 / ASTM F1951 compliance for the stated fall height based on the equipment proposed for the warranty period
 - Warranty should include the following for all playground equipment pieces in this RFP
 1. Proposer shall provide a limited lifetime or minimum fifteen (15) year warranty on primary structural components and rigid plastics, with written documentation included in this RFP of all warranty terms.
 2. Equipment proposed for new playground areas should comply with ASTM F1487, CPSC Public Playground Safety Handbook Standards, IPEMA certification requirements, ADA compliant standards.
 - Provide a sample copy of insured, non-prorated warranty and insurance policy information.
 - Policy cannot include any form of deductible to be paid by the Owner.
14. The proposer shall complete all work on the synthetic turf system in accordance with the published project schedule.
 15. The proposer shall complete all playground equipment work and include all required footings, anchors, and curbs that integrate into requested synthetic turf systems.
 16. Proposers will be required to provide and maintain their own electrical outlets and temporary power as needed. This will be at the proposer's expense.
 17. Proposers will be required to provide their own access to bulk water and will be at the proposer's expense. Proposer may utilize existing fire hydrants onsite if permitted directly with the Warren County Water District and meter established. This will be at the proposer's expense.

18. Proposer will be required to provide closeout maintenance training of owner personnel at each location in this project.
19. Proposer shall review all site location maps included in Appendix A of this RFP.
20. Proposer agrees to provide one (1) turf groomer and one (1) turf sweeper per location listed in this RFP if required by manufacturer to maintain surface area for term of warranty. This must be specified in this RFP.
21. Proposer will need to verify project location sizes prior to submitting a proposal.
22. Proposer will be required to ensure that proper turf transitions to existing infrastructure (walkways, grassy areas) are established and included in this proposal with proper curbing.
23. Proposers will be allowed to propose other colors and designs as part of this RFP.
24. Proposer will be required to thoroughly inspect all materials delivered to the site for both quality and quantity.
25. Proposer will provide a detailed / easy to understand explanation of how synthetic turf system will be installed and how curbing / seaming will occur per field location for this RFP.
26. Proposer will provide detailed information on how drainage systems will be installed per field and how infill materials shall be spread per field in this RFP.
27. Proposer will provide examples of type of infill materials that will be used on synthetic turf surface.
28. Proposer will ensure that turf will be raked and brushed as infill material is being applied. Infill material will only be applied to dry turf.
29. Proposer shall ensure that installation of all new materials shall be performed in strict accordance with the manufacturer's written installation instructions.
30. Prior to ordering materials, proposer must provide the following:
 - a. Product data including independent test lab results.
 - b. Installation details for both playground equipment and synthetic proposed
 - c. Warranty information requested
 - d. Playground equipment install plan and sequence per location listed in this RFP
 - e. Details on how construction will take place
31. Prior to the turf installation, the proposer / manufacturer / installer of the synthetic turf shall inspect the subbase and supply a Certificate of Subbase Acceptance for the purpose of obtaining manufacturer's warranty for the finished synthetic playing surface.
32. Upon completion of the project, proposer shall provide six (6) maintenance manuals with instructions on how to properly care for and maintain the new synthetic turf per location. Proposer shall also include all maintenance manuals and playground safety inspection tools per location for each new pieces of playground equipment installed
33. Proposer shall provide all shop drawings to the owners for approval prior to the manufacturing of the materials. Shop drawings shall include installation details for the various components of the synthetic turf and playground equipment.
34. Proposer is responsible for ensuring that they have a Certified Synthetic Turf Installer on staff. Proposer must also ensure that they have a Certified Playground Equipment Installer on staff. Credentials must be proved with this RFP.
35. Proposer shall include two (2) 12 inch by 12-inch synthetic turf samples of the product to be utilized with this project and include samples of all infill materials and surface material that is going to be utilized. Supporting documentation of the specifications of the samples should be included with this RFP.
36. Proposer agrees to supply a maintenance kit for each playground structure and independent component shall be furnished. Kits shall include maintenance handbook,

detailed scaled drawing of equipment, special tools needed, touch up paint for posts and decks, inspection forms, special lubricants if needed, and graffiti removal spray.

37. Proposer agreed to provide a personalized sign that states the park's name, age use, general use / conduct rules, operating hours, and emergency phone numbers shall be included for each location. Sign must be approved by Owner prior to ordering.
38. Proposer will need to fill out conflict of interest form located in Appendix B of this RFP.
39. The proposer will be required to maintain suitable measures to ensure the safety of park patrons at each location while the project is ongoing, including but not limited to fencing, tape, signage, etc.

Section 11 – Contractual Obligations

The proposer understands that if their proposal is approved and accepted by the owner, their submitted RFP will be part of the final project contract and all responses and information provided will become integrated into the final project contract.

The proposer will be required to list all costs for this project, per location, in section 20 of this RFP. All costs must be detailed. No additional charges will be allowed unless so specified in the proposal.

If awarded the contract, the proposer understands that they will be required to maintain and shall require all subcontractors to maintain general aggregate insurance with limits of not less than \$1,000,000.00 per accident. A copy of the insurance shall be submitted to Warren County Parks and Recreation Department as part of the RFP packet.

Section 12 – Right of Warren County Parks and Recreation Department / Warren County Fiscal Court to Reject Proposals

The Owner reserves the right to reject all proposals or any part of any proposals, to waive minor defects or technicalities, or to solicit new proposals on the same project or on a modified project which may include portions of the originally proposed project as the Owner may deem necessary in its best interest. The Owner also reserves the right to negotiate with any proposing company, contractor, all or part of any proposal that is in the best interest of the Owner.

Section 13 – Evaluations

The committee evaluating the RFP's will base the evaluation on the Proposal that will best serve the community of Warren County, KY.

Section 14 - Non-limitations to RFP

The format of the RFP must be followed, and all requested information must be submitted as indicated; however, the Owner is receptive to any additional suggestions pertaining to services development and any alternative methods for providing related services. Any exceptions to the RFP terms and conditions must be included in writing in the proposal.

Section 15 – Interpretation and Addenda

No interpretation made to any respondent as to the meaning of the RFP shall be binding on the Owner unless repeated in writing and distributed as an addendum by the Owner. Interpretations and/or clarification shall be requested in writing from the Owner, Project Manager (Chris Kummer, Park's Director).

Section 16 – The submitted proposals should be organized into the following major parts:

- Executive Summary - A brief and non-technical narrative describing the proposal.
- Company Background - Information regarding the contractor’s stability, length of time in business, past history, future plans, company size, organization.
- Responses to Functional Requirements - Responses to the requirements listed in this RFP must be provided. Notes of explanation or clarification must be included with specific reference to the item in question / section of proposal.
- Client References - Provide at least ten (10) client references that are similar in nature, size or complexity to that described in this RFP. Municipality references preferred. Must include reference agency contact person, phone number, address, and email address of contact. See section 20 of this RFP.

Section 17 – Confidentiality of Documents

All responses to the RFP submitted by proposers shall be deemed public documents at the time opened by the Owner. The RFP is intended to be worded in a manner so as not to elicit proprietary information from the vendor. If proprietary information is submitted as part of the proposal, such information is to be labeled proprietary and be accompanied with a request that the information is to be returned by the Owner to the submitter. Any proposal that is submitted with a blanket statement or limitation that would prohibit or limit such public inspection shall be considered non-responsive and shall be rejected.

Section 18 – Legal Notice

Unless specifically waived in its request for bids or request for proposals, or included as alternate provisions to be bid or proposed, the Owner shall not award contracts nor let bids to individuals or entities unless the vendor, contractor or individual agrees to indemnify and hold the Warren County Parks and Recreation Department / Warren County Fiscal Court (Owner), harmless from any and all losses, damages or expenses of any kind arising out of any and all claims, demands, or causes of action initiated against the Warren County Parks and Recreation Department / Warren County Fiscal Court (Owner), by competing entities bidding on the project which is the subject of the RFP / contract.

Proposer must complete and attach with RFP submittal a copy of the Prohibition Against Conflicts or Interest, Gratuities, and Kickback required by Kentucky Revised Statute.

Proposer acknowledges that Warren County Parks and Recreation Department is and Equal Opportunity Employer.

At any time, the Owner may elect to abandon the project. At that time, the proposer would be compensated only for all items previously completed.

Section 19 – Qualifications and Financial Information

PLEASE PROVIDE THE FOLLOWING INFORMATION. SEPARATE ATTACHMENTS MAY BE USED. FAILURE TO SUBMIT THIS INFORMATION WILL RESULT IN REJECTION WITHOUT FURTHER CONSIDERATION.

- 1) Company Name, Address, Contact Information (name, email and phone) and type of organization (Corporation, Partnership, etc.).

- 2) The years in business under the present company name and the name and years in business of any predecessor Respondents.

- 3) Name and address of current bonding company and agent.

- 4) Provide your current bonding capacity and amount available.

- 5) Provide your most recent audited financial statement.

- 6) A minimum of ten (10) construction/references (municipality references are a plus) of similar work completed in the five years preceding the date of this RFP stating for each Owner name, address, contact person, phone number, contract amount, the class of work and the date completed.

- 7) List projects your organization has committed to construct or that are in progress, as of the date of this RFP. Please specify name/address of owner/agent, contract amount, type of Work, percentage completed and anticipated completion date.

- 8) List any projects within the last five (5) years that resulted in substantial dispute i.e., mediation, arbitration or litigation with the Owner. Please specify name/address of owner/agent, contract amount and type of work. Include detail of dispute and resolution.

- 9) Have you ever failed to complete a project or had to replace a field due to product failure? If so, provide details.

- 10) Have you ever been assessed for liquidated damages? If so, provide details.

- 11) List the principal individuals of your company, their current job title, the total years of experience they have in the construction industry, and their current primary responsibility for your company.

- 12) Does Respondent have any outstanding judgments pending against it? If yes, explain.

13) Has either Respondent or synthetic turf manufacturer / playground ground equipment manufacturer ever been at any time in the last ten years the debtor in a bankruptcy case? If yes, explain.

14) Has Respondent or any employee or agent of your company been convicted under state or federal antitrust laws (i.e.: price fixing, bid rigging, geographic market allocation, monopolization, predatory pricing, etc.). If yes, explain.

15) Provide resumes of proposed personnel and descriptions of job responsibilities for this project.

16) Provide copy of Certified Playground Safety Inspector / certificate(s), Proof that installer is a factory authorized installer for both synthetic turf and proposed playground equipment held by Respondent / Proposers personnel.

17) Does the turf and playground equipment installer have a proper contractor license and authority to do business in the state bidding (Warren County, Kentucky), which has never been revoked?

Yes _____ No _____

Section 20 – Pricing Sheet

The proposer is submitting the following pricing for the project described in this RFP. These figures are final and will be held in place during this project per the timeline indicated in section 4 of this RFP. The proposer fully understands and agrees that pricing indicated below will be set for the duration of this project. The proposer understands that any issued Addendum to this RFP that may be issued by the Owner is required to be submitted with this RFP to verify receipt of Addendum.

Location – Description	Synthetic Turf Requested	New Playground Equipment Requested	Price
Site 1 – Phil Moore Park Playground	Yes	No	\$ _____ . _____
Site 2 – Basil Griffin Park Paradise Playground	Yes	No	\$ _____ . _____
Site 3 – Basil Griffin Park Shelter #3 Playground	Yes	Yes	\$ _____ . _____
Site 4 – Ed Spear Park Playground	Yes	No	\$ _____ . _____
Site 5 – Ephram White Park Playground	Yes	Yes	\$ _____ . _____
Site 6 – Michael O. Buchanon Park Playground	Yes	Yes	\$ _____ . _____

Site – 7 GH Freeman Park Playground	Yes	No	\$ _____
Total of Projects (Sites 1-7)	-	-	\$ _____

Section 21- Signatures

As the proposing representative, duly authorized to provide and sign for the proposing contractor / company, I hereby declare, swear, and affirm, under penalty of law, that the statements in the Proposer’s Questionnaire and RFP submission packet are true and correct.

Signature of Authorized Representative of Proposing Company and Title

Printed Name of Authorized Respresentatvie of Proposing Company

Proposing Company Name

Proposing Company Address

Authorized Representative Email Address

Authorized Representative Contact Phone Number / Cell Phone Number

_____/_____/2026
Date

Section 22 – Appendix A – Maps of Proposed Project Locations

Section 23 – Appendix E – Prohibition Against Conflicts of Interest, Gratuities, and Kickbacks

Appendix - A

Appendix – B

Appendix - A

Appendix – B

Michael O. Buchanan Park Lower Complex Playground

Approximate Playground Area ~4000 square feet

Legend

- Feature 1
- Graceful Havanese
- Path Measure



Ephram White Park

Approximate Playground Area - 5500 square feet

Legend

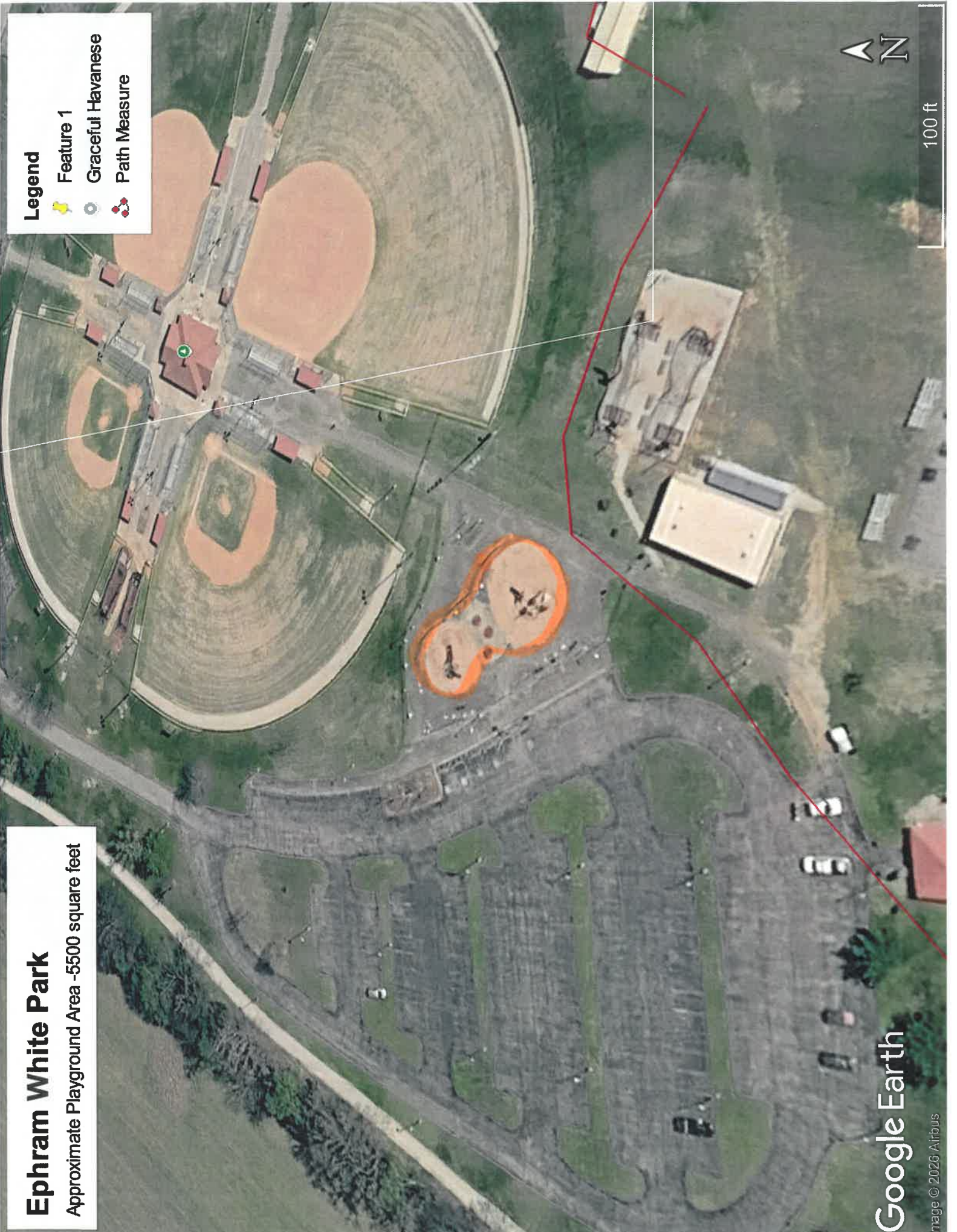
- Feature 1
- Graceful Havanese
- Path Measure



100 ft

Google Earth

Image © 2026 Airbus



Ed Spear Park Playground

Approximate Playground Area - 3500 sq. foot

Legend



Google Earth

Image © 2025 Airbus

100 ft

Basil Griffin Park Shelter 3 Playground

Approximate Playground Area - 2800 sq. foot

Legend

St Vincent DePaul Holy Spirit

Google Earth

Image © 2023 Airbus

200 ft



GH Freeman Park Playground

Approximate Playground Area - 4500 sq. foot

Legend



Google Earth

Images © 2025 Airbus



G.H. Freeman Park

G.H. Freeman Park 100 ft



Basil Griffin Park Paradise Playground

Approximate Playground Area - 18,300 sq. foot

Legend



Phil Moore Park Playground

Approximate Playground Area - 2333 sq. foot

Legend



PROHIBITION AGAINST CONFLICTS OR INTEREST, GRATUITIES AND KICKBACKS

It is a breach of ethical standards and KRS 45A.455(1) for any employee or any official of Warren Fiscal Court, Warren County Kentucky, elective or appointed, or employee of any local public agency under the Fiscal Court with procurement authority to participate directly in any proceeding or application; request for ruling or other determination; claim or controversy or other particular matter pertaining to any contract or subcontract, and any solicitation or proposal therefore in which to his knowledge:

- (a) He/she or any member of their immediate family has a financial interest therein; or
- (b) A business or organization in which he or any member of their immediate family has a financial interest as an officer, director, trustee, partner or employee is a party; or
- (c) Any other person, business or organization with whom he/she or any member of their immediate family is negotiating or has an arrangement concerning prospective employment is a party. Direct or indirect participation shall include but not be limited to involvement through decision, approval, disapproval, recommendation, preparation of any part of a purchase request, influencing the content of any specification or purchase standard, rendering of advice, investigation, and auditing, or in any other advisory capacity.

It is a breach of ethical standards and KRS 45A.455(2) for any person to offer, give, or agree to give any employee or former employee, or for any employee or former employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment, in connection with any decision, approval, disapproval, recommendation, preparation of any part of a purchase request, influencing the content of any specification or purchase standard, rendering of advice, investigation, auditing, or in any advisory capacity in any proceeding or application, request for ruling or other determination, claim or controversy, or other particular matter, pertaining to any contract or subcontract and any solicitation or proposal therefor.

It is a breach of ethical standards and KRS 45A.455(3) for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order.

Violations of these provisions or any other violations of the Kentucky Model Procurement Code are Class A misdemeanors which carry the penalty of imprisonment of not more than twelve (12) months and/or a fine of not more than \$500.00. A corporation may be fined not more than \$10,000.00 or double its gain, whichever is greater.

It is a Class C felony for any employee or any official of the Commonwealth of Kentucky, elective or appointive, to take, receive an offer to take or receive, either directly or indirectly, any rebate, percentage of contract, money or any other thing of value as an inducement, or intended inducement, in the procurement of business, to any employee or to any official of the Commonwealth, elective or appointive, in his efforts to bid for, or offer for sale, or to seek in the open market.

A Class C felony carries the penalty of imprisonment for not less than five (5) years or more than ten (10) years and/or a fine of not less than \$1,000.00 and not more than \$10,000.00 or double the defendant's gain, whichever is greater. If a corporation is charged with a Class C felony, it may be fined not more than \$20,000.00 or double its gain, whichever is greater.

NOTICE: COLLUSION TO RESTRAIN BIDS IS PROHIBITED

Under KRS 45A.325, any agreement or collusion among bidders or prospective bidders which restrains, tends to restrain, or is reasonably calculated to restrain competition by agreement to bid at a fixed price, or to refrain from bidding, or otherwise, is prohibited.

RESPONSIBILITY INQUIRY MANDATORY UNDER KRS 45A.392

KRS 45A.395 REQUIRES Warren Fiscal Court to make a written determination of the responsibility of all bidders or offerors based on a "reasonable inquiry." KRS 45A.395 (17) defines "Responsible bidder or offeror" as "a person who has the capability in a respect to perform fully the contract requirements and integrity which will assure good faith performance."

With this statutory requirement in mind, please furnish the following information:

- 1) Length of time in business: _____
- 2) Are you currently involved in any litigation: _____
- 3) Do you foresee any litigation of claims being made against you or your company in the near future: _____

- 4) Have any owners ever been charge or indicted for a criminal offense other than traffic violations: _____
- 5) Are you or is your company duly licensed and authorized to do business in the State of Kentucky and Warren County: _____
- 6) Have you or your company ever knowingly violated or will the award of this contract violate any provision of the campaign finance laws of the Commonwealth?

Failure to supply this information is grounds for a determination of non-responsibility under KRS 45A.395. Please note that information furnished pursuant to this request any not be disclosed by Warren Fiscal Court.

BY: _____
(Type) (Signature)

Firm: _____

Address: _____

Phone Number: () - - Fax number: () - -

Date: _____