

**TOWN OF OCEAN VIEW
DELAWARE**

March 31, 2021

TO: Mayor and Council

FROM: Carol S. Houck, Town Manager 

SUBJECT: Recommendation to Purchase and Install Outdoor Fitness Stations along Walking Trail in John West Park based on Request for Proposal (RFP) 2021-01

BACKGROUND

During the process to update the Towns Comprehensive Plan, we engaged in outreach and data collection related to the interests and makeup of our Town. This effort resulted in our gaining better insight into various areas of focus for future projects. One such item related to Ocean View's high number of active adults and suggestions to provide opportunities for them to become more active, healthy, and engaged within the community. Outdoor exercise stations are not new to communities like ours, however they have always tended to be passive. In recent years, communities have begun installing a new age version of outdoor exercise equipment that provides increased opportunity for fitness and in our case, we can offer it in a safe and pleasant setting at John West Park.

JOHN WEST PARK – WALKING PATH/EXERCISE CIRCUIT

The walking path within John West Park weaves through a grove of trees and has primarily been a place to take a walk on a nicely paved path. Many use the path to walk their dogs and the Town provides mutt mitts and disposal bins. The trail also has four octagon shaped concrete slabs that house stationary picnic style tables and 5 benches also on slabs. The tables are very rarely used.

It is being proposed that we put the four octagon slabs (plus two additional slabs to be added) to better use by removing the stationary tables and installing outdoor exercise equipment. Eight pieces of equipment have been identified including two wheelchair accessible units.

RFP 2021-01

RFP 2021-01 was advertised beginning February 25, 2021 and proposals were due in by March 10, 2021. The RFP was advertised in two newspapers, on our website and was sent directly to companies we researched that offered this type of equipment. On March 10, 2021 we recorded receipt of 4 responses to our RFP as follows:

American Parks Company	Received electronically on February 27, 2021
Liberty Parks and Playgrounds	Received by mail on March 4, 2021
Cunningham Recreation	Received by mail on March 8, 2021
TriActive USA	Received electronically on March 9, 2021

The RFP provided information regarding the units desired (what body parts the units would work), a sketch of the park trail and photo of the actual slab for awareness.

Following receipt of the proposals, our evaluation committee made up of the Town Manager Carol Houck, Planning and Development Director Ken Cimino and Public Works Manager Jerrad Steele independently reviewed the four proposals received. In addition, all four companies that responded were sent follow-up emails on March 15, 2021 requesting confirmation of certain details or for information that had not been provided in accordance with the RFP.

On March 19, 2021, the evaluation committee met to discuss the proposals and share our rankings. The committee was unanimous that the American Parks Company and TriActive USA Company proposals were incomplete. At time of writing, we had not received a response to our follow-up questions from American Parks and the TriActive's response was unsatisfactory in that they do not complete installation as required.

The evaluation committee members ranked the Liberty Parks and Playground Proposal as the most responsive to the RFP based on the active units offered, along with all other information requested in the RFP. Liberty Parks is familiar with our park, having placed many of our play units over the years. They also visited the site and have confirmed their ability to place the units on the existing pads.

Public Works Manager Jerrad Steele advises that Liberty Parks and Playgrounds has been very responsive and dependable when working with the Town over the years.

The evaluation criteria included the reputation and experience of the firms; the qualifications of the persons assigned to complete the installations; the responsiveness of the proposal in that it was responsive to the interests of the Town and the function and maintenance requirements.

PROPOSED CIRCUIT DETAIL/COST

The proposed circuit can be viewed as plotted on the attached park trail map. If approved, installation is expected to be completed by September 2021 as we will work around other park programming and the 5 to 8 week delivery of the units. The 8 units being proposed include the following:

- 4 Person Lower Body Combo
- 2 Person Accessible Lat Pull
- 2 Person Cross Country Ski
- 2 Person Accessible Vertical Press
- Recumbent Bike
- Elliptical Cross Trainer
- Rowing Machine
- Leg Extension

The Greenfields Circuit provides:

- Customizable resistance units for the outdoor workout with a variety of exercise stations
- Units that can accommodate any user regardless of fitness level, giving community members a great way to enhance their physical fitness in a casual, low-key outdoor environment
- Numerous tension levels, so that customizing a workout to one's exact needs is simple
- Units that are completely weatherproof and require little maintenance.

The circuit as noted above will cost \$37,711.60 including purchase, shipping, and installation. We will also add two new pads at the cost of \$9,382. They will be a bit larger to accommodate the needs of our two accessible units. We obtained two prices for the pad installations. The lower of which was provided by Liberty Parks who has used Byler Builders to successfully install pads and play equipment at our park in the past. The company that completed our parking lot and a section of pathway quoted the pad installs at \$15,433.

FUNDING

Funds were included in the FY2021 Capital Program totaling \$60,000.

Notes:

These funds were intended for this project as well as changes planned for the smaller passive exercise station adjacent the playground area. The changes to the passive area were to coincide with the installation of fully accessible youth play units in the current passive exercise location with the passive units moving over to the walking trail area along with the exercise units being recommended. The move of the passive sections will not be accomplished this year. Please note the planned location for the passive exercise units on the attached drawing, expected to be accomplished in 2022 along with the creation of the accessible play unit area of our playground. This will of course be brought back to Council at that time.

We are also working with the Southern Sussex Rotary Club who had planned to fund one accessible swing unit for our future fully accessible play area. I have confirmed they still intend to partner with the Town on that project.

EXISTING USER OUTREACH

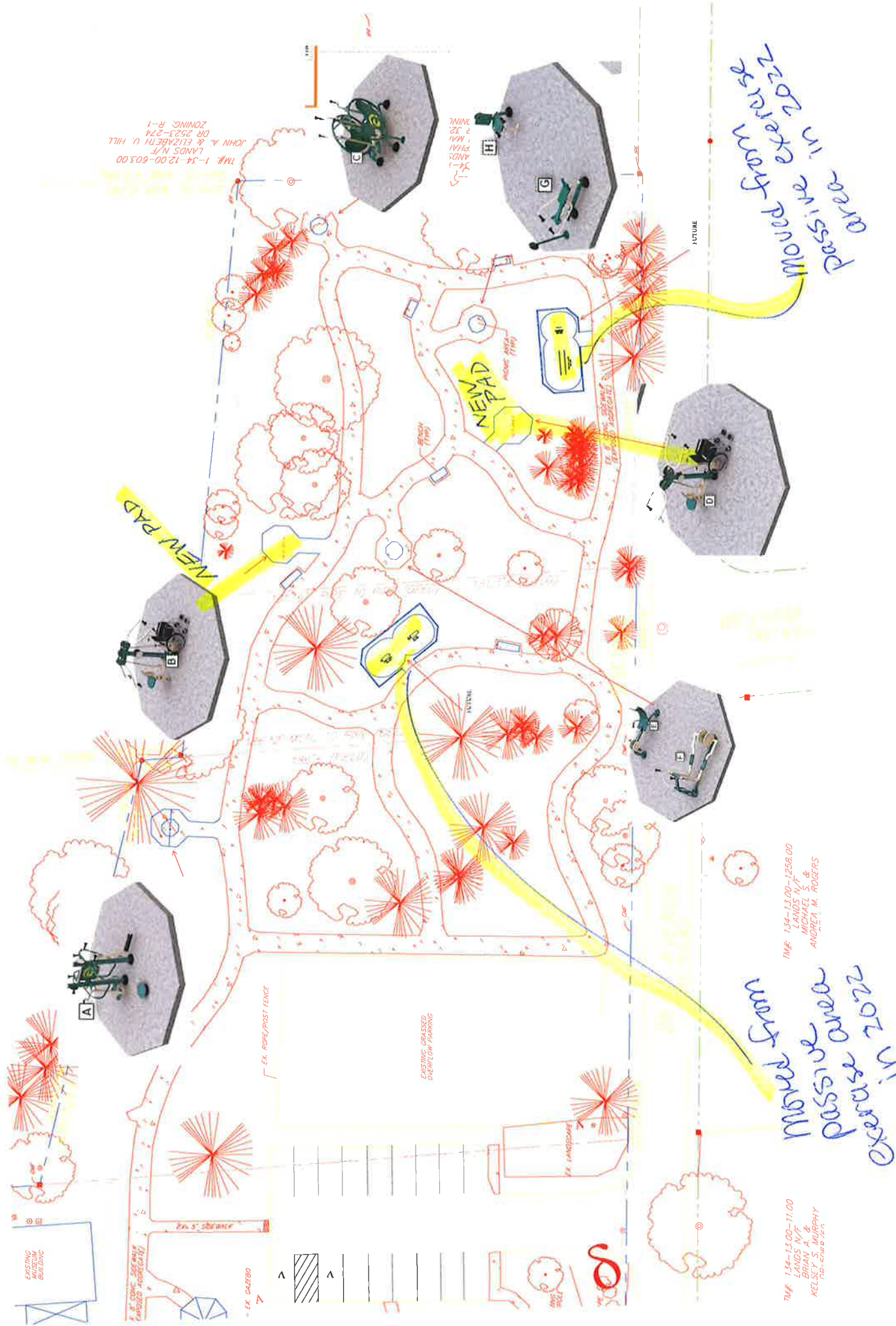
Contact has been made to three locations that have the Greenfield units installed. They reported satisfaction with the equipment; that the units are popular; vendor responsiveness is good; installation went smoothly; equipment is used year-round; maintenance is minimal. They recommend not placing them directly adjacent playground areas which is the case with our installation.

The locations contacted were Shorefield Fitness Stations, Montgomery County MD, Agilent Technologies, Wilmington, DE and Hoboken Recreation Center, Hoboken, NJ.

RECOMMENDATION

It is therefore recommended that Mayor and Council authorize the purchase and installation of Greenfields Outdoor Fitness Equipment for placement in John West Park through Liberty Parks and Playgrounds at the total cost of \$37,711.60 and the installation of two new larger pads and access paths, matching our current pathways/pads by Byler Builders under a subcontractor agreement with Liberty Parks and Playgrounds at the total cost of \$9,382.

The overall cost of his portion of our park upgrades totals \$47,093.60. The balance of the funding will remain in the capital program for our planned 2022 projects at John West Park.



TM# 1-34-12.00-603.00
 LANDS N/F
 JOHN A. & ELIZABETH U. HILL
 DR 2523-274
 ZONING R-1

3-1
 2-32
 PHN
 AND
 3-1
 2-32
 PHN
 AND

Area in 2022
 passive from park

NEW PAD

NEW PAD

TM# 1-34-13.00-125B.00
 LANDS N/F
 MICHAEL S. &
 ANGER M. ROGERS

Moved from
 passive area
 2022

TM# 1-34-13.00-11.00
 LANDS N/F
 BRIAN A. &
 KELSEY S. WILPHY
 1001-1002-1003

EXISTING
 MUSEUM
 BUILDING

EX. CONC. SIDEWALK
 EX. S. SIDEWALK

EX. GARAGE

EX. POLE/POST FENCE

EXISTING CRASSED
 OVERFLOW PARKING

EX. LANDSCAPE

ACTURE

EX. SIGN



EX. FENCE

EX. FENCE

EX. FENCE

EX. FENCE

EX. FENCE

