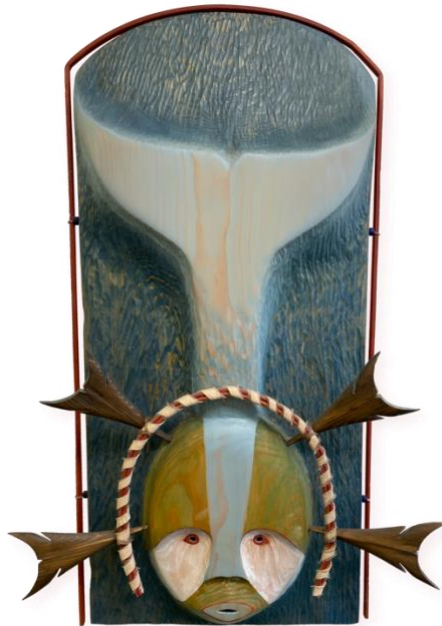


# Kodiak Island Housing Authority



## **REQUEST FOR PROPOSAL RFP # 25-03 Woodside Manor Playgrounds**

**June 2025**

Prepared By:

Kodiak Island Housing Authority  
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## **WOODSIDE MANOR Playground Replacement Request for Proposal 25-03**

The Kodiak Island Housing Authority intends to invest up to \$200,000 for the complete replacement of two playgrounds at Woodside Manor. Proposals should aim to deliver the most effective and inclusive solution within this budget ceiling. The project is to include:

- Demolition and removal of existing structures
- Design and layout of new playgrounds
- Purchase and delivery of equipment and safety surfacing
- Full installation and site restoration

Respondents are encouraged to submit creative, cost-effective, and inclusive designs that meet modern safety standards and accessibility requirements. Equipment must meet or exceed ASTM, CPSC, and ADA compliance for public playgrounds.

KIHA prefers proposals that remain within the stated budget. Proposals with phased approaches, alternate materials, or optional add-ons that enhance value will be considered. Vendors are responsible for including all labor, materials, freight, and applicable taxes in their proposal total. Prevailing wage rates apply under Davis Bacon Act requirements and must be reflected in labor costs.

### **SCOPE OF WORK**

- 1) Demolition and Site Preparation
  - a) Lower (uncovered) Playground
    - i) Remove all existing play structures, footing material and debris
    - ii) Clean up and dispose of removed material per local code
    - iii) Evaluate and level area for new installation
    - iv) Consider resurfacing with rubber mulch or engineered wood fiber
    - v) Identify and address any drainage or terrain issues that may impact resurfacing or installation
  - b) Upper (covered) Playground
    - i) Remove all existing play structures, footing material and debris
    - ii) Clean up and dispose of removed material per local code
    - iii) Rubber flooring will remain as is
    - iv) No structural demolition or repair to roof, posts, or fencing is required
- 2) Design Requirements
  - a) Meet or exceed CPSC and ASTM F1487 safety standards. ADA accessibility should be included wherever possible, based on space and site conditions. If full ADA compliance

- is not feasible, the proposal should explain why and show how accessibility will still be addressed to the greatest extent possible
- b) Be sized appropriately for existing site constraints
    - i) See attached photos for current playground layouts
  - c) Be designed for ages 3 – 15
- 3) Design Preferences
- a) Preferred Equipment
    - i) Swings
      - (1) Allow for interchangeable attachments (e.g., infant/bucket seat)
    - ii) Small combination play structure
      - (1) Slides, bridges, small climbing elements, merry-go-round
  - b) Visual
    - i) Avoid enclosed structures (e.g., tunnels, domes) where visibility is obstructed
  - c) Durability & Climate Consideration
    - i) Equipment should be rated for Alaska coastal weather
    - ii) Materials should be rust-resistant and low-maintenance
- 4) Timeline Expectations
- a) Contractor will coordinate with KIHA to finalize all equipment selections and layout decisions prior to ordering
  - b) If possible, work should begin with the lower playground
  - c) All work, including final site cleanup, must be completed by August 31<sup>st</sup>
  - d) Any delays or disruptions to the agreed timeline must be communicated in writing as they are discovered

#### PROJECT TIMELINE

- RFP Issued: May 29, 2025
- Questions Accepted: May 29 – June 5, 2025
- Final Addendum/Responses: June 10, 2025
- Proposal Deadline: June 13, 2025, by 4:00 PM AKDT
- Notice of Award: June 17, 2025
- Layout Finalization: June 20 at 10 AM AKDT

#### PROCUREMENT COMPLIANCE AND REQUIREMENTS

This project is funded under NAHASDA, follows 2 CFR 200 procurement standards, and is subject to HUD, tribal, and federal regulations, including:

- Indian Self-Determination and Education Assistance Act (25 U.S.C 450e(b))
- Davis Bacon Wage Act Requirements (Certified payroll reporting is mandatory to prevent contract disputes)

- This project is subject to the Davis-Bacon Act (DBA) due to its use of federal funds. All contractors and subcontractors performing on the site must comply with the prevailing wage requirements as determined by the U.S. Department of Labor. Wage determinations applicable to this project will be incorporated into the resulting contract. Contractors are required to pay laborers and mechanics wages and fringe benefits not less than those listed in the wage determination. Weekly certified payrolls (using Form WH-347 or equivalent) must be submitted to KIHA throughout the duration of construction. A Davis-Bacon wage poster and the applicable wage determination must be visibly posted at the worksite. Failure to comply with DBA requirements may result in withholding of payments, termination of the contract, and/or legal action.
- 24 CFR 1000.52 (Indian Preference Contracting)

#### PREFERENCE STATEMENT

American Indian/Alaska Native owned firms and individuals are encouraged to participate. Preference in the award of this contract will be given to Indian-owned economic enterprises and individuals. The project is subject to Section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450 e(b)). To qualify as an Indian-owned enterprise, the proposal must include documented evidence that the enterprise is at least 51% Indian-owned and evidence of operation and control showing a substantial Indian involvement in the day-to-day management and business activities of the enterprise. Proposer must certify whether they are an Indian organization or Indian owned economic enterprise, or how opportunities for employment will be given to Indians for this project.

#### EVALUATION FACTORS

KIHA will evaluate and score proposals that meet the mandatory elements of the RFP according to the following criteria:

Quality and creativity of proposed design	30 points
Cost effectiveness	25 points
Vendor qualifications	20 points
Project timeline	15 points
Native preference	15 points

#### PROPOSAL SUBMISSION REQUIREMENTS

KIHA is requesting that a proposer provide a Not-to-Exceed price based on an estimate of the work required. This total price may be adjusted based on unforeseen issues, but the successful proposer must provide justification in writing and obtain approval prior to exceeding this amount.

DEADLINE: Proposals must be received by 4:00 PM AKDT, June 13, 2025

#### DELIVERY OPTIONS:

- Hardcopy: Proposals must be delivered to:
  - Kodiak Island Housing Authority
  - Attn: Procurement Department
  - 3137 Mill Bay Road, Kodiak, AK 99615
  - Clearly marked: “WOODSIDE MANOR PLAYGROUND RFP # 25-03”
- Email: Proposals may be emailed to [procurement@kiha.org](mailto:procurement@kiha.org) and must be received no later than the deadline, according to the time received by KIHA’s email server.

It is the responsibility of the Bidder to verify they have all the parts of the contract documents, including all Addenda.

KIHA will not reimburse for any costs associated with preparing a response to this RFP.

#### REQUIRED DOCUMENTS FOR AWARDED FIRM

The selected proposer must provide:

- State of Alaska Business License
- Certificate of Insurance as specified in the contract documents
- IRS Form W-9
- Indian Preference eligibility (if applicable)
- Non-Collusive Affidavit
- Completed Price Proposal Forms

#### QUESTIONS & CLARIFICATIONS

Questions are encouraged and must be sent in writing to the Procurement Department at [procurement@kiha.org](mailto:procurement@kiha.org) by June 5, 2025. Responses will be provided to all known interested parties.

#### AWARD & RESERVATIONS

- Award Date: June 17, 2025
- KIHA reserves the right to accept or reject any or all proposals and to waive any informalities or irregularities in the proposal process.
- No proposal shall be withdrawn for a period of (90) days after the deadline date for receipt of the proposal without the written consent of KIHA.
- This RFP does not constitute a contract or obligate KIHA to proceed with any services until a formal agreement is executed.