

MEMORANDUM



DATE: *August 26, 2025*
TO: Mayor and City Council
FROM: Assistant City Manager *[Signature]*
SUBJECT: RFP#25-005 Ridge Lake Playground – Design/Build Contract Award

RECOMMENDED ACTION

Award a contract to design and build a new playground at Ridge Lake Park. Authorize the mayor to sign the contract.

BUDGET IMPACT

Park improvements are currently budgeted (\$300,000) in the 2025 Capital Improvement Program, sourced from SPLOST and adequate funds are available to complete the work.

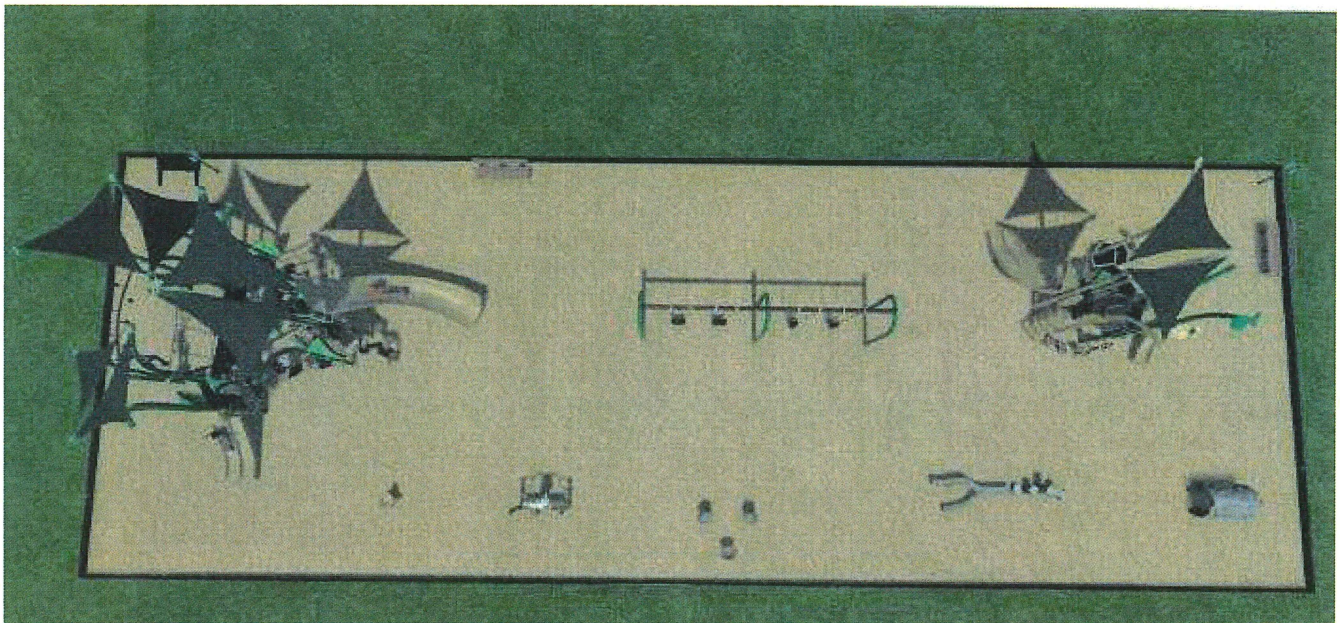
DISCUSSION

The master plan for the park included a small playground adjacent to the restroom building and pavilion, not previously installed during the initial phases of improvements to the property. The area right next to those facilities is determined to be too steep for the playground to be installed at that location. The proposed location is to the South adjacent to a new proposed pavilion. Staff researched the areas, put together some suggested specifications and scoping descriptions and advertised the project as a Request for Proposals with a design-build delivery method.

The opportunity was advertised in June with proposals due in August. There were twenty (20) vendors registered for the project, fourteen (14) attended the pre-proposal meeting, and eight (8) proposals received. The eight were scored and evaluated by a committee of project management as well as parks & recreation staff according to the following criteria:

1. <u>Similar Project Scope Experience.</u>	10%
2. <u>Playground Design.</u>	25%
3. <u>Timeline to Complete.</u>	20%
4. <u>References.</u>	20%
5. <u>Cost.</u>	25%
Total:	100%

The committee shortlisted three vendors to provide the next stage of evaluation, including price and ability to complete the surfacing portion of the project with options. A sample layout is provided below



The committee will complete its evaluation and recommendation this week and should have a final recommendation ready for the work session on Tuesday.