

Request for Proposals (RFP)
Sukosd Park – Osnaburg Township
Phased Park Construction and Improvements

Project Overview

This project aims to develop the 50-acre park honoring its donor, Elaine Sukosd, and create a space for the community to enjoy walking, running, and gathering. The project will take place on 2 parcels, 3703472 and 10004155, located on Broadway Ave NE, East Canton, OH 44730.

Project Description: The project will include excavating, construction of hard surfaces for vehicles and pedestrians, permanent seeding, and proposals for improvements and amenities that will enhance the beauty and functionality of the park, eventually adding a ninja warrior type area that provides sensory activities while protecting the natural surroundings and wildlife.

1. Phase I Key Objectives and Parameters:

- a. Phase I must comply with prevailing wage requirements per the state of Ohio
- b. Project is tax exempt
- c. Entry Sign for Park: Provide a design, proposal and budget for "Sukosd Park" entry sign
 - i. If awarded; must furnish and install
- d. Entrance Road and Main Parking Area: Provide a design, proposal and budget from Broadway Ave NE
 - i. If awarded; must furnish and install
- e. Walking Trails: Provide a design, proposal and budget for walking trails in the vicinity of the immediate entrance and parking area
 - i. If awarded; must furnish and install
- f. Permanent Seeding: Provide a design, proposal and budget for seeding areas disturbed by the construction of roads, parking areas, and walking paths
 - i. If awarded; must furnish and install
 - ii. Bidders are encouraged to incorporate seed mixes that will encourage wildlife and pollinators, as well as beautify the park.
- g. The Township retains approval rights for the proposed design and design of the signage.
- h. Project budget grant for Phase I is \$150,000.00

2. Phase II Key Objectives and Parameters:

- a. Project is tax exempt
- b. Additional Parking Areas: Provide a design, proposal and budget
 - i. If awarded; must furnish and install
 - ii. Any additional parking areas are to be proportionate to the park size
 - iii. Any additional roads are to connect the entrance and parking areas established in Phase I, to the main trails at the eastern end of the property
- c. Additional Walking and Running Trails: Provide a design, proposal and budget for additional walking/running trails throughout the park

- i. If awarded; must furnish and install
 - ii. A trail around the perimeter of the field on the east end of the park should be included
 - iii. Trails should use crushed limestone as the running surface.
- d. Permanent Seeding: Provide a design, proposal and budget for seeding of the areas disturbed by the construction of roads, parking areas, and walking paths
 - i. If awarded; must and furnish and install
 - ii. Bidders are encouraged to incorporate seed mixes that will encourage wildlife and pollinators, as well as beautify the park
- e. Project budget for Phase II is not to exceed \$125,000.

3. Phase III Objectives and Parameters:

- a. Project is tax exempt
- b. Park Improvements and optional amenities: Provide a design, proposal and budget for improvements and optional amenities that would be beneficial to the park and visitors
 - i. If awarded; must furnish and install
- c. Items proposed in this phase must be line itemized, and shall include unit pricing including picnic tables, pavilion, benches and/or other seating areas.
- d. There are no overall budgetary restrictions for this phase

4. Site Conditions:

- a. A pre-bid site visit will be provided by request.
- b. See the proposed attached site plan:
 - i. Bidders are responsible for verifying site measurements
 - ii. Bidders are responsible for any wet area culverts.

5. Proposal Requirements:

- a. **Company Overview**: Describe your experience with similar historical or public park projects, particularly any previous work related to the Sukosd Park project
- b. **Project Plan**: Provide a detailed site plan and schedule.
- c. **Budget Estimate**: Submit a detailed and comprehensive cost estimate covering all elements, including labor, materials, and contingencies. Please include an estimate for ongoing yearly maintenance.
- d. **Warranty**: Describe in detail warranties for materials and workmanship
- e. **Licenses and Insurance**: Proof of required licensing and insurance must be included
- f. **Subcontractors**: Provide information on any subcontractors that will be a part of the project

6. Project Timeline:

- a. Requests For Proposals Submission Deadline: **June 16, 2025**
- b. Board Presentations by Top Candidates: **June 23, 2025**
- c. Decision Announcement: **July 14, 2025**
- d. Phase I Project Start Date: **August 1, 2025**
- e. Phase I Project Completion Date: **December 31, 2025**

- f.** Phase II Project Start Date: **June 1, 2026**

7. Evaluation Criteria:

- a.** Experience with designing / building community park projects
- b.** Preference may be given to contractors whose main base of operations is near the park locality
- c.** Cost and Budget—While competitive pricing is important, quality and adherence to the communities' goals for the beautification and functionality of the park will take precedence
- d.** References and Past Work—Bidders must provide strong references and a portfolio demonstrating successful projects of similar scope
- e.** Bidders must prove financial capacity to cover the cost of materials and labor for the duration of project, or agreed upon payment terms
- f.** Experience with state grants, ability to produce site-plans and documentation necessary to assist Osnaburg Township with grant applications

8. Submission Instructions:

- a.** Submission Methods; Mail or Deliver in person
 - i. Osnaburg Township Hall, 7115 Hillvale St SE East Canton, OH 44730
 - ii. Contact Brenda Griffith, Trustee for questions and clarifications
 - iii. Submission Deadline is June 16, 2025, by 3:00 pm at the township hall

9. Additional Information:

- a.** Contract will include financial penalties if work is not completed by the stated deadline
- b.** Awarded contractor will assist Osnaburg Township with supplying all site plans and documents necessary to fulfill grant applications
- c.** Board Presentation: Top candidates will be asked to present their design and proposal to the Osnaburg Board of Trustees on June 23, 2025, 7:30 pm at the township hall.
- d.** Osnaburg Township will retain ownership of all design, planning and documentation provided by bidders
- e.** Addenda, updates, and clarifications will be shared via email—contact Brenda Griffith at 330-936-5997 or bertha217@gmail.com for more information