

**REQUEST FOR PROPOSALS
FOR
THE DESIGN AND INSTALLATION
OF AN ALL-INCLUSIVE PLAYGROUND FOR
THE CITY OF WINTERSET**

GUIDELINES AND REQUIREMENTS FOR SUBMITTAL

REQUEST NO. 21-02

**SECTION ONE
INTRODUCTION AND INSTRUCTIONS**

1.01

Purpose of the RFP

This Request for Proposal (RFP) is issued by the City of Winterset acting through Winterset Parks and Recreation (hereinafter referred to as the “City”). The purpose of this RFP is to establish a contract with a qualified vendor for the design and installation of an all-inclusive playground.

1.02

Contact Person Information

The Director of Parks and Recreation is the point of contact for this RFP. All vendor communications regarding this RFP must be directed to the Director of Parks and Recreation. Unauthorized contact regarding the RFP with other City employees may result in the vendor being disqualified. Answers to questions will be posted to the City’s website in a timely manner www.cityofwinterset.org. The deadline for questions is July 5 p.m., Central Standard Time, July 22, 2021.

Director, Parks and Recreation: Sky Smothers
Phone: 515.462.3258
Email: ssmothers@cwmu.net
Address: 124 W Court Ave, Winterset, IA, 50273

1.03

RFP Schedule of Events

This schedule of events represents the City’s best estimate of the schedule that will be followed for this RFP. If a component of this schedule, such as the deadline for receipt of proposals, is delayed, the rest of the schedule will be delayed by the same number of days.

The approximate RFP schedule is as follows:

- RFP issued: Thursday June 17, 2021
- Letter of Interest is due: Thursday July 1, 2021
- Pre-Proposal Meeting (on site): Thursday July 15, 2021, 1 p.m.
 - Location: City Park in Winterset Iowa
- Deadline for questions: July 22, 2021, 5 p.m.
- Proposals Due: August 5, 2021, 2 p.m.
- Review of Proposals: August 16 – 18, 2021
- Interviews and Presentations (Top 3): August 23 & 24, 2021
- RFP notice of Conditional Award: September 6, 2021
- Contract Negotiation: September 6 – October 3, 2021
- Execute Contract: October 4, 2021
- Issuance of Notice to Proceed: In accordance with fundraising efforts
- Installation completion date: October 1, 2023

1.04

Return Mailing Address and Deadline for Receipt of Proposals

Proposers must submit one signed original (marked "Original") and six copies of the proposal in a sealed envelope or package. The proposal MUST contain one (1) thumb drive with associated files, marketing material and a video of the proposed all-inclusive playground that is to be installed in City Park, Winterset, Iowa.

Envelopes of packages containing proposals must be clearly addressed as described below to ensure proper delivery and to avoid being opened by the city before the deadline for receipt.

City of Winterset
Attention: Sky Smothers - RFP No. 21 – 02
124 W. Court Ave
Winterset, Iowa, 50273

Proposals must be received by the City at the location specified no later than 2 p.m., Central Standard Time on August 5, 2021.

Submittals shall be signed by a duly authorized official of the Proposer.

Proposals may not be delivered orally, by facsimile transmission, by other telecommunication, or electronic means.

Proposers assume the risk of the method of dispatch chosen. The City of Winterset ("City") assumes no responsibility for delays caused by any delivery service. Postmarking by the due date will not substitute for actual receipt of the proposal by the deadline. A proposer's failure to submit its proposal prior to the deadline will cause the proposal to be rejected. Late proposals or amendments will not be opened or accepted for evaluation.

1.05

Submittal of Questions

Prospective Proposers are requested to submit any questions no later than **5 p.m. Central Standard Time, July 22, 2021**, to Sky Smothers, Director of Parks and Recreation, at ssmothers@cwmunet.net. Oral answers to questions relative to interpretation of requirements or the proposal process will not be binding on the City. The City reserves the right to include questions and responses in the form of written addendums, as it deems necessary.

1.06

Addendum

To ensure fair consideration for all Proposers, any interpretation made to prospective Proposers will be expressed in the form of an addendum to the RFP, if such information is deemed necessary for the preparation of proposals or if the lack of such information would be detrimental to the uninformed Proposer. Such addendums, if issued, will be posted on the City's website at:

www.cityofwinterset.org

Please note, that it is the Proposer's responsibility to check this site frequently for Addendums, which may impact pricing, this document's requirements, terms, and/or conditions.

No addenda will be issued after 5 p.m. Central Standard Time, Tuesday, July 27, 2021.

1.07

Amendments to the RFP

If an amendment to this RFP is issued, it will be posted on the City's website at:

www.cityofwinterset.org

Please note, that it is the Proposer's responsibility to check this site frequently for Amendments to the RFP, which may impact pricing, this document's requirements, terms, and/or conditions.

No amendment will be issued after 5 p.m. Central Standard Time, Tuesday, July 27, 2021.

1.08

Letter of Interest

Vendors interested in receiving any notices related to this RFP are required to contact the Director with the name of their firm, contact person, mailing address, telephone number and email address. The sole purpose of the Letter of Interest is to provide the City with a contact person to receive any notices related to the RFP. Submission of a Letter of Interest is not a requirement for submitting a proposal to this RFP. Letter of interest will be received by the City until July 1, 2021. Letter of Interest to be sent to contact person as indicated in section 1.02

1.09

Preproposal Conference

A preproposal conference will be held at 1 p.m. Central Standard Time on July 15, 2021, on site at City Park in Winterset Iowa. The City reserves the right to conduct this meeting virtually or by conference call. Representatives with the City will be present to discuss the project. The City will transmit to all potential proposers who submitted a letter of interest such addenda as the City considers necessary in response to questions arising at the conference. Oral statements may not be relied upon and will not be binding or legally effective.

SECTION TWO BACKGROUND INFORMATION

2.01

Introduction

The City is requesting proposals for the design and installation of an all-inclusive playground at:

Site : City Park (South Playground) - E. South St and, S 9th St

2.02

Proposer's Qualifications

To demonstrate qualifications to perform the work, each Proposer must submit with the proposal written evidence such as financial data, previous experience, present commitments, and other such data as may be requested herein. Each proposal must contain evidence of the Proposer's qualifications to do business in the State of Iowa or covenant to obtain such qualifications prior to award of the contract.

The individuals or entities that will be providing professional design services shall be listed in the proposal.

2.03

Examination of Project Documents and Site Conditions:

It is the responsibility of each Proposer before submitting a proposal to:

1. Examine thoroughly the Request for Proposal documents
2. Visit the site to become familiar with and satisfy the Proposer as to the general, local, and site conditions that may affect cost, progress, performance, or furnishings of the work
3. Consider federal, state, and local laws, codes, and regulations that may affect cost, progress, performance, or furnishings of the work
4. Promptly notify the City of all conflicts, errors, ambiguities, or discrepancies that the Proposer has discovered in the Request for Proposal documents

2.04

Contractor's Basic Services and Responsibilities

The contractor shall provide or cause to be provided and shall pay for design services, site surveying if needed, labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary to properly execute and complete all the work required.

The contractor shall submit construction documents for review and approval by the City upon selection and notice of intent to award. Construction documents must include drawings, specifications, and other documents and electronic data setting forth in detail the requirements for construction of the works and must:

1. Provide information for the use of those in the building trades
2. Include documents customarily required for regulatory agency approvals
3. Include documents that will provide the City with a clear written record of how the structural, mechanical, electrical, or special system elements are constructed and part numbers for each component
4. Include current catalog and page numbers/part numbers for each play component for review and approval by the City with price guarantee through the end of the project completion date as identified in the timeline above
5. Include samples of resilient materials proposed for review and approval by the City

The contractor shall be responsible for all construction means, methods, techniques, sequences and procedures, and for coordinating all portions of the work except for removal/disposal of existing equipment, and removal of existing timber border and playground mulch at the site. Drainages, backfilling, and installation of resilient surfacing and underneath aggregate are the contractor's responsibility. Contractor to provide a detailed construction schedule to meet completion date. Contractor will notify the City of the date existing equipment removals need to be completed by. Contractor notification to the City must be a minimum of two weeks prior to the removal date.

The contractor shall employ a Certified Playground Safety Inspector (CPSI) who shall be in attendance at the project site during performance of the work. The CPSI shall represent the contractor and be familiar with installing equipment for proposed manufacturer.

The contractor shall keep the premises and surrounding area free from accumulation of waste materials or rubbish caused by operations. At the completion of the work, the contractor shall remove from the site waste materials, rubbish, the contractor tools, construction equipment, machinery, and surplus materials. This includes the containment and removal of trash/waste materials including pallets. The contractor will need to be present to take delivery and will be tasked with unloading of all shipped materials and will be responsible for all costs associated with shipping/delivery and unloading. The contractor will check over and verify all shipments. The storage area will be maintained and secured by the contractor. This location will be predetermined prior to delivery. The City shall designate the storage location at this area.

2.05

Time Requirements

The contractor shall notify the City when the contractor believes that the work or an agreed upon portion thereof is substantially completed. If the City concurs, the contractor shall issue a Certificate of Substantial Completion that shall establish the Date of Substantial Completion and shall state the responsibility of each party. The contractor shall follow a completion scheduled to **finalize installation by October 1, 2023.**

2.06

Warranty

The contractor shall warrant to the City that materials and equipment furnished under the agreement will be of good quality and new unless otherwise required or permitted by the City in writing, that the work will be free from defects not inherent in the quality required or permitted, and that the work will conform to the requirements of the contract documents. Work not conforming to these requirements, including substitutions not properly approved and authorized, may be considered defective. The warranty shall extend for a period of one year after the date of Substantial Completion or Occupancy of the work, whichever occurs first. Longer standard warranties shall be provided when manufacturer and/or installers provide longer standard warranties, or when the contractor's proposal includes an offer for longer warranties. The contractor's warranty excludes remedy for damage or defect caused by abuse, modifications not executed by the contractor, improper or insufficient maintenance, improper operations, or normal wear and tear and normal usage.

2.07

Protection of Persons and Property

The contractor shall be responsible for initiating, maintaining, and providing supervision of all safety precautions and programs in connection with the performance of work.

The contractor shall take reasonable precautions for the safety of and shall provide reasonable protection to prevent damage, injury, or loss to:

1. Employees on the work site and other persons who may be affected thereby
2. The work and materials and equipment to be incorporated therein, whether in storage on or off site, under care, custody, or control of the contractor
3. Other property at or adjacent thereto, such as trees, shrubs, lawns, walks, pavements, roadways, structures, and utilities not designated for removal, relocation, or replacement in the course of construction
4. By contacting 811 for locates prior to excavation
5. The contractor shall give notices and comply with applicable laws, ordinances, rules, regulations, and lawful orders of public authorities bearing on the safety of persons or property

2.08

Proposal Compensation

The successful Proposer may invoice the City for:

- 30 percent upon completion of flatwork and all substantial concrete work
- 70 percent upon the completion of the project

2.09

Project Budget

The City has projected an estimated budget of \$1,000,000 for this project with the following breakout estimates. The agreement must allow for a contingency in case of necessary changes.

City funds - \$100,000

Private contributions - \$900,000 (fundraising efforts to begin end of 2021)

Total project budget - \$1,000,000

It is the City's intention that the full budget be utilized completely and efficiently to maximize the play value. The \$900,000 raised is a goal and may not be reached. If the fundraising goal is not met, the successful proposer understands that the scope of the project will need to be adjusted. Such adjustments shall be at the sole and absolute discretion of the City. See also section 4.03. The successful proposer understands that the project is to be completed and opened to the public no later than October 1, 2023.

2.10

Contract Security

Performance and payment bonds shall be provided in the total amount of the financial proposal. When the successful proposer delivers the executed agreement to the City, it must be accompanied by the required performance and payment bonds.

Proposer shall provide evidence of professional errors and omissions insurance, liability insurance, automobile insurance, and workers compensation insurance in the minimum amounts specified in section 3.07.

2.11

Federal Requirements

The offeror must identify and comply with all known federal requirements that apply to the proposal, the evaluation, or the contract.

SECTION THREE SCOPE OF WORK

3.01

Functional Requirements

All signage required to properly direct users in continued use of park facilities in a safe and orderly fashion during construction shall be furnished in advance by the contractor. At no time shall the Park or Park road be closed for more than 15 minutes unless agreed upon in writing in advance. The City shall designate the staging/loading and unloading area for materials and equipment.

General Equipment Requirements:

1. All play equipment must meet the current ASTM International, Consumer Product Safety Commission (CPSC), ADAAG, and International Playground Equipment Manufacturers Association (IPEMA) guidelines. Third-party certification (I.E, IPEMA) shall be submitted with bid. Evidence of compliance for all components contained within proposed designs will be reviewed during the selection process prior to award.
2. All designs shall illustrate each component name and part number.

The proposed all-inclusive playground will have dimensional requirements listed and mapped out.

3.02

Site

The site is to be an all-inclusive playground that will have a regional draw. **This is to be a unique design.** This all-inclusive playground should compliment City Park and those attractions within the Park, the City of Winterset and Madison County. The scope of the playground will need to include the following features **but not limited to:**

1. Swings for all abilities
2. Safety surface for entire playground
3. All-inclusive design components/standards for ALL abilities
4. Comply with and exceed ADA accessibility guidelines/recommendations
5. Installer is to ensure all drainage is included. This would include all surface and subsurface drainage to ensure water is removed away from the structure. Installer must also ensure the structure does not adversely affect existing drainage patterns within the park.
6. Safety surface shall be used for the entire site of the play structure and swings.
7. Backfilling and grading around the structure must be included. Backfilling should be provided to a distance of 20 feet from structure curbing, or until it matches surround grade, at a slope no steeper than 5:1
8. Installer must contact City representative prior to setting concrete forms to ensure proper drainage and layout.
9. Installer is to provide concrete curbing/sidewalk around entire playground. No use of existing sidewalk for curbing should be assumed.
10. Accessible access from the park road to the playground will be required as shown in Attachment A
11. Due to the general area of the playground, limited design should be used for landscape plantings as the site should be as maintenance free as possible.
12. Playground sign to be included to use as potential donor wall. This sign should be minimal in design and should complement the overall design of the playground

Please see Attachment A for Site Map

3.03

Environmental

The contractor shall comply with all federal, state, and City laws and regulations controlling pollution of the environment. Precautions shall be taken to prevent pollution of streams, lakes, ponds, and reservoirs from harmful materials and to prevent pollution of the atmosphere.

3.04

Sound Control Requirements

The contractor shall comply with all City noise ordinances. All engines used for any purposes on the job or related to the job shall be equipped with a muffler of a type recommended by the manufacturer and maintained in a satisfactory working condition. Work will be able to begin at 7:00 a.m. seven days a week.

3.05

Failure to Complete on Time/Liquidated Damages

The cost to the City of the administration of the agreement, including engineering, inspection, and supervision, will be increased as the time occupied in the work is lengthened. The public is subject to detriment and inconvenience when full use cannot be made of an incomplete project.

Should the contractor fail to complete the work according to the scheduled timeline agreed upon in the agreement or as allowed in increases in the agreement or by formally approved extensions granted by thy City, there shall be deducted from the monies or amounts due or that may become due the contractor the sum of \$1,000 for each and every calendar day that the work shall remain uncompleted. This sum shall be considered and treated not as a penalty, but as liquidated damages due the City from the contractor by reason of inconveniences to the public, added cost of engineering and supervision, and other items to complete the work withing the time specified in the agreement. Liquidated damages shall compound should the contractor fail to meet one time limit to the extent that is overlaps an additional time limit.

Permitting the contractor to continue the work covered by the terms of the agreement after the expiration of the working time provided for therein and inclusive of any extensions granted shall in no way be construed as a waiver by the City of its rights under this agreement.

Defined Holidays: Shall be consistent with City of Winterset Observed Holidays

3.06

Protection of Persons and Property

Work near energized electrical lines or other utilities.

It shall be the contractor's sole and exclusive responsibility to: (a) provide personnel capable of working adjacent to energized electrical lines or other utilities; (b) provide adequate, safe, and properly maintained equipment; (c) conduct all of its work in accordance with the safety rules and regulations prescribed by the National Electric Code; National Electric Safety Code, H30 and Safety Rules and Installation and Maintenance of Electrical Supply and Communications Lines Handbook 81; Occupational Safety and Health Act of 1970; as well as other safety codes in effect at the site of construction and as specified elsewhere here, and as are generally applicable to the type of work being performed; and (d) continuously supervise and inspect the work being performed to ensure that the requirements of (a),(b), and (c) above are complied with and nothing in these contract documents shall be held to mean that any such responsibility is the obligation of the City.

3.07

Insurance and Indemnification

Contractor's Liability Insurance.

The contractor shall secure the insurance specified below and shall cause all its consultants/subcontractors to do likewise. All insurance shall be issued by an insurance company(s) acceptable to the City. The insurance specified in this policy directive may be in a policy or policies of insurance, primary or excess. Certificates of all required insurance shall be provided to the City upon execution of a contract. Exceptions to this policy must be approved by the City Attorneys Office. The following coverages shall be minimums, and premiums paid by the contractor shall not be construed as reimbursable by the City.

- A. Workers' Compensation. The policy shall provide the statutory limits required by Iowa Law. In addition, it shall provide Coverage B, Employers Liability coverage or not less than \$1,000,000 each accident, \$1,000,000 disease policy limits. The required limit may be met by excess liability (umbrella) coverage.
- B. Commercial General Liability. The policy shall provide occurrence from contractual, personal injury, bodily injury, and property damage liability coverage with limits of at least \$1,000,000 per occurrence, \$2,000,000 general aggregate, and \$2,000,000 aggregate products and completed operations. The required limit may include excess liability (umbrella) coverage. The policy shall name the City and its representatives as an additional insured. If "occurrence form" insurance is not available, "claims made" insurance will be acceptable. The policy shall be maintained for three years after completion of this contract.
- C. Automobile Insurance. The policy shall cover all owned, non-owned, and hired automobiles, trucks, and trailers. The coverage shall be as broad as that found in the standard comprehensive automobile liability policy with limits of not less than \$1,000,000 combined single limit each occurrence. The required limit may include excess liability (umbrella) coverage.
- D. The Contractor will provide the City with at least 30 days' written notice of an insurer's intent to cancel or not renew any of the insurance coverage. The Contractor agrees to hold the City harmless from any liability, including additional premium due because of the Contractor's failure to maintain the coverage limits required.
- E. The City's approval of acceptance of certificates of insurance does not constitute City assumption of responsibility for the validity of any insurance policies nor does the City represent that the above coverage and limits are adequate to protect any individual/group/business, its consultants' or subcontractors' interest, and assumes no liability therefore.

Indemnification

To the fullest extent permitted by law, the Proposer, its subcontractors, agents, servants, officers, or employees, shall indemnify and hold harmless the City of Winterset, including, but not limited to, its elected and appointed officials, officers, employees, and agents from any and all claims brought by any person or entity whatsoever, arising from any act, error, or omission of the provider during the Proposer's performance of the agreement or any other agreements of the Proposer, entered into by reason thereof. The Proposer shall indemnify and defend the City of Winterset including, but not limited to, its elected and appointed officials, officers, employees, and agents with respect to any claim arising, or alleged to have arisen from negligence, and/or willful, wanton, or reckless acts or omissions of the Proposer, its subcontractor, agents, servants, officers, or employees, and any and all losses or liabilities resulting from any such claims, including, but not limited to, damaged awards, costs, and reasonable attorney's fees. The indemnification shall not be affected by any other portions of the agreement relating to insurance requirements. The Proposer agrees that it will procure and keep in force at all times at its own expense insurance in accordance with these specifications.

3.08

Iowa Department of Labor

Prior to execution of contract, successful proposer shall provide proof of current registration number with the Iowa Department of Labor

SECTION FOUR GENERAL CONTRACT INFORMATION

4.01

Contract Type

This contract is a fixed price contract. The initial contract price will be based upon prices submitted by the offeror, subject to contract negotiations with the City and shall be firm for the life of the contract. The prices submitted with the awarded proposal, will be guaranteed through the end of completion which is expected to be October 1, 2023.

4.02

Proposal as a Part of the Contract

All of this RFP and the successful proposal will be incorporated into the contract.

4.03

Additional Terms and Conditions

The City reserves the right to add, delete, or modify terms and conditions during contract negotiations. These terms and conditions will be within the scope of the RFP and will not affect the proposed evaluations.

4.04

Supplemental Terms and Conditions

Proposals, including supplemental terms and conditions, will be accepted, but supplemental conditions that conflict with those contained in the RFP, or that diminish the City's rights under any contract resulting from the RFP, will be considered null and void. The City is not responsible for identifying conflicting supplemental terms and conditions before issuing a contract awarded. After award of contract:

1. If conflict arises between a supplemental term or condition included in the proposal and a term or condition of the RFP, the term or condition of the RFP will prevail; and
2. If the City's rights would be diminished as a result of application of a supplemental term or condition included in the proposal, the supplemental term or condition will be considered null and void.

4.05

Contract Approval

This RFP does not, by itself, obligate the City. The City's obligation will commence when the City signs the contract. Upon written notice to the contractor, the City may set a different starting date for the contract. The City will not be responsible for any work done by the contractor, even work done in good faith, if it occurs prior to the contract start date set by the City.

**SECTION FIVE
PROPOSAL INFORMATION**

5.01

Proposal Information

All proposals must contain the following information:

1. Name, address, e-mail, and telephone of company submitting proposal & tax Identification number
2. Name of contact person and their contact information, including email and telephone
3. Name, address, and telephone number of manufacturer(s) of equipment
4. Three (3) references. These should be for playgrounds of a comparable scale for which you have provided the equipment, and supervision of installation. Include name, address, and telephone number for the owners' contact person as well as 3 high resolution photos of each playground
5. written evidence such as financial data, previous experience, present commitments as described in 2.02
6. The individuals or entities that will be providing professional design services shall be listed in the proposal as described in 2.02
7. Contractor to provide a detailed construction schedule to meet completion date
8. All information as mentioned in section 3.02
9. A complete description of all items included in the proposal and a plan showing the locations of all items within the designated area incorporating proper fall zones. Include sizes, dimensions, colors, materials specifications, pictures, and all necessary to clearly describe the equipment proposed. CAD and three-dimensional drawings are helpful in making decisions.
10. All play equipment must meet the current ASTM International, Consumer Product Safety Commission (CPSC), ADAAG, and International Playground Equipment Manufacturers Association (IPEMA) guidelines. Third-party certification (I.E, IPEMA) shall be submitted with bid. Evidence of compliance for all components contained within proposed designs will be reviewed during the selection process prior to award as mentioned in section 3.01
11. A video showing the proposed playground and site layout that could be used for future fundraising efforts
12. Marketing materials that would be needed to assist in our fundraising efforts are to include the following but not limited too.
 - a. Full color one page handout (front & back) used to discuss the importance of all inclusive play while showing high resolution pictures of proposed playground.
 - b. Two videos that can be shared on social media and sent electronically.
 - i. One video to be inspirational and promotional in nature.
 - ii. One video that kindly asks for donations to assist in the project.
13. All items included in the proposal and the design for the play area must conform to current guidelines and standards of the Federal Consumer Products Safety Commission, ASTM and all other applicable federal and state laws and safety standards. The manufacturer/supplier may be held liable for any equipment that does not meet these standards.
14. Playgrounds must meet current ADA transfer standards. The surfacing for this playground will be recommended by the proposer.
15. Complete cost estimate of all materials, labor, delivery, installation, design and warranties are to be included.

Selection/Award

5.02

All proposals will be reviewed by a selection committee and evaluated on the following criteria:

1. Inclusive Play.....25 Points
 - a. Inclusive Components (Physical, social, emotional sensory, cognitive, communication)
 2. Play Value.....20 points
 - a. Age appropriateness shall be from ages 2 – 12 years old
 - b. Number of children accommodated on the structure
 3. Creativity.....20 Points
 - a. Innovation of inclusive design
 - b. How well does the playground fit within the physical environment
 - c. How well does the playground represent City Park, Winterset and Madison County
 4. Marketing material to be used for fundraising.....15 Points
 - a. Flyers, brochures, video etc.
 - b. These items are to be submitted with proposal for the selection committee to review
 - c. 3D renderings and video is preferred
 5. Technical Specifications.....10 Points
 - a. Ability to meet standards
 - b. Types of materials used
 - c. Quality and durability of materials
 - d. Warranty, service and maintenance requirements (ease of maintaining)
 6. Quality of Proposal.....10 Points
 - a. Layout, organization, clarity and completeness
- TOTAL POINTS.....100 Points**

After review the proposals will be narrowed to have the top 3 proposals present to the committee on August 19 or 20, 2021 in person at a location to be determined by the City of Winterset.

Presentation

If you are selected to present your playground plans to the committee the presentation will be no more than 60 minutes which is to include time for questions and answers from the committee. The format of which you would like to present will be at the sole discretion of the proposer.

The City of Winterset reserves the right to accept or reject any or all proposals and to waive any informalities or irregularities in said proposals.

**ATTACHMENT A
SITE MAP**

