

RFI No.  
18-R068452JE  
Lincoln Park Synthetic Turf Field  
March 28, 2018

Manatee County BCC  
Procurement Division  
1112 Manatee Avenue West Ste 803  
Bradenton, FL 34205  
[purchasing@mymanatee.org](mailto:purchasing@mymanatee.org)



**NOTICE TO OFFERORS  
REQUEST FOR INFORMATION  
LINCOLN PARK SYNTHETIC TURF FIELD**

Manatee County, a political subdivision of the State of Florida (hereinafter referred to as County) requesting information from individuals, corporations, partnerships, and other legal entities authorized to do business in the State of Florida (Respondents) regarding synthetic turf fields, as specified in this Request for Information (RFI).

**DATE, TIME AND PLACE DUE:**

The Due Date and Time for submission of information in response to this RFI is **April 20, 2018 at 3:00 P.M. ET**. Information must be delivered to the following location: Manatee County Administration Building, 1112 Manatee Ave. W., Suite 803, Bradenton, FL 34205 prior to the Due Date and Time.

**QUESTIONS AND CLARIFICATION REQUESTS:**

Submit all questions, inquiries, or requests concerning interpretation, clarification or additional information pertaining to this RFI to the Manatee County Procurement Division is April 13, 2018. Questions and inquiries should be submitted via email to [purchasing@mymanatee.org](mailto:purchasing@mymanatee.org) or to the Designated Procurement Contact shown below.

**DESIGNATED PROCUREMENT CONTACT:** Jacob Erickson, Contracts Negotiator  
Email: [jacob.erickson@mymanatee.org](mailto:jacob.erickson@mymanatee.org)  
Manatee County Financial Management Department  
Procurement Division

**1.0 Project Background**

The County issues this Request for Information (RFI) for a synthetic turf field. At this time, the County is only requesting information in the responses to this RFI.

The County's goal is for the field located at Lincoln Park to be fully converted from a natural grass multi-purpose football and soccer field to a new synthetic turf field.

The County does not guarantee that a contract will be awarded as a result of this RFI, nor does the County guarantee that a formal solicitation such as a Request for Proposal (RFP), Invitation to Bid (ITB) or other procurement process will be issued as a result of this RFI. However, the County reserves the right to negotiate a contract with a single source should limited competition exist as a result of the responses obtained from this RFI.

**2.0 Reviewing Responses**

It is County's intention to review responses and to determine the level of interest as well as the types and availability of products and services based on the information provided by the Respondent in the RFI form.

### **3.0 Response Submission**

The County's office hours are Monday through Friday, 8:00 a.m. to 5:00 p.m., excluding County holidays. Responses may be submitted as follows:

- i. Hand-delivery, mail or commercial courier:

Manatee County BCC  
1112 Manatee Ave. West  
Suite 803  
Bradenton, FL 34205

OR

- ii. E-mail: [purchasing@mymanatee.org](mailto:purchasing@mymanatee.org)

### **4.0 Cost of Preparation and Submission**

All costs associated with preparing and delivering a response to this RFI will be borne entirely by the Respondent. The County will not compensate the Respondent for any expenses incurred by the Respondent as a result of this RFI process.

### **5.0 Response Opening**

There will be no formal opening for this RFI.

### **6.0 Provide the following information in the response to this RFI:**

- a. Legal contracting name including any dba.
- b. Address of Respondent's corporate headquarters.
- c. Address of Respondent's local office (if any).
- d. Respondent's primary contact for this RFI. Include the following:
  - i. Name
  - ii. Title
  - iii. Phone
  - iv. E-mail
  - v. Mailing Address
- e. Respondent's website URL address.
- f. Synthetic turf product literature, outlining the manufacturer's recommended installation and maintenance information.
- g. Technical criteria on Respondent's synthetic turf.
- h. Number of years this synthetic product has been available in the marketplace.
- i. Explanation of equipment needed for maintenance and repair of turf.
- j. Warranty information to include a detailed narrative of the manufacturer warranty and service package.
- k. Certified copies of independent third-party laboratory reports on American Society for Testing and Materials (ASTM) test criteria on Respondent's turf including, but not limited to:
  - i. Pile Height

- ii. Face Width
- iii. Fabric weight primary and secondary backing weights
- iv. Tuft bind
- v. Grab tear test strength
- l. Details of how turf components are selected and tested.
- m. A 12 inch by 12 inch (12" x 12") sample of the proposed synthetic turf.
- n. Provide four (4) client references for whom Respondent has completed synthetic turf installation projects as specified in this RFI. Include the following information for each client reference:
  - i. Client Name
  - ii. Location of work (Physical Address)
  - iii. Contact Name
  - iv. Contact phone
  - v. Contact Email
  - vi. Date(s) of Service

**End of RFI Form**

Authorized for Release

A handwritten signature in black ink, appearing to be "TW...".