



**CLAY COUNTY
PURCHASING DEPARTMENT
INVITATION FOR BID (IFB)**

IFB NO:	66-26	PURCHASING SPECIALIST II	PATRICK WEST
TITLE:	PLAYGROUND EQUIPMENT AND INSTALLATION SERVICES	EMAIL:	PWEST@CLAYCOUNTYMO.GOV
ISSUE DATE:	6/12/2026	PHONE NO:	Click here to select Staff Phone Number

**BID RESPONSES MUST BE RECEIVED NO LATER THAN:
7/9/2026 AT 2:00 PM CENTRAL TIME.
BID RESPONSES WILL BE OPENED AND READ ALOUD AT 3:00 PM CENTRAL TIME.**

SUBMITTAL INSTRUCTIONS: In an effort to support the County's initiative for conservation, it is preferred that the Request For Bid (IFB) be submitted via www.PublicPurchase.com. Sealed IFBs may be delivered to the Clay County Purchasing Department prior to the return date and time. Print the **Sealed Bid Label** found in Attachment 1 or type IFB **Number, IFB Title** and **Return Due Date** on the lower left-hand corner of the envelope or package. In order for a response to be considered complete, the Clay County document **MUST** be completed in its entirety. The cover page **MUST** be completed, all subsequent pages **MUST** be initialed, and the Terms and Conditions Acknowledgement form **MUST** be signed.

RETURN IFB TO:
CLAY COUNTY
ATTN: ~ PURCHASING DEPARTMENT
16 W. FRANKLIN STREET
LIBERTY, MISSOURI 64068

CONTRACT PERIOD: DATE OF AWARD THROUGH ONE YEAR; WITH FOUR (4) ONE-YEAR RENEWALS
DELIVER SUPPLIES/SERVICES/INVOICES FOB (Free On Board) DESTINATION TO THE FOLLOWING ADDRESS:

CLAY COUNTY, MISSOURI JUVENILE DIVISION TRANSITIONS PROGRAM
351 EAST KANSAS STREET
LIBERTY, MO 64068

By signing this IFB cover page, the vendor shall hereby declare understanding, agreement and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all requirements and specifications contained herein and the Contract Terms and Conditions. The vendor shall further agree that the language of this IFB shall govern in the event of a conflict with their proposal. In addition, the vendor shall further agree that upon receipt of an authorized purchase order from Clay County or when a Vendor Contract is fully executed by an authorized agent of Clay County, a binding Contract shall exist between the vendor and Clay County.

SIGNATURE REQUIRED

Company Name		Authorized Representative (Print)		Title
Street Address		Authorized Signature		
City/State/Zip	County	Date	Company Tax ID No.	
Telephone No.	Facsimile No.	E-Mail		
<input type="checkbox"/> Corporation <input type="checkbox"/> Individual <input type="checkbox"/> State/Local Government <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> IRS Tax-Exempt				
Vendor Tax Filing Type with IRS (Check One)				

1. INTRODUCTION AND GENERAL INFORMATION

This section of the IFB includes a brief introduction and background information about the intended acquisition for which the requirements herein are written. The contents of this section are intended for informational purposes and do not require a response.

1.1 Purpose:

1.1.1 This document constitutes a request for competitive, sealed bid from prospective vendors for **Playground Equipment and Installation Services** for the Clay County, Missouri Juvenile Division Transitions Program in accordance with the requirements and provisions stated herein. While this solicitation constitutes a need, Clay County reserves the right to reject any and all bids received, without clarification.

1.1.2 IFB Document Contents:

- Introduction and General Information
- Scope of Work
- Meeting Information Page
- Contract Terms and Conditions Acknowledgement Form

- Exhibit A: Pricing
- Exhibit B: Experience and Expertise
- Exhibit C: Miscellaneous Information

- Attachment 1: Sealed Bid Label

1.2 Questions:

1.2.1 Questions and issues relating to the IFB must be submitted via the www.PublicPurchase.com website or e-mailed to Purchasing@ClayCountyMo.gov

1.2.2 **All questions and issues should be submitted no later than Monday, June 29, 2026** . If not received prior to the aforementioned date, the Clay County Purchasing Department may not be able to fully research and consider the respective questions or issues.

1.3 Background Information:

1.3.1 The Clay County, Missouri Juvenile Division Transition Program refers to secure and transitional youth services managed by the 7th Judicial Circuit of Clay County, MO.

- a. The County operates its Juvenile Detention Center and Family Court out of the [R. Kenneth Elliott Children's Justice Center](#) located at 351 East Kansas Street, Liberty, MO.

1.3.2 Clay County Missouri Juvenile Division Transitions House program facilitates safe, court-ordered supervised visits and exchanges between non-custodial parents and their children.

1.3.3 Although an attempt has been made to provide accurate and up-to-date information.

- a. Clay County does not warrant or represent that the background information provided herein reflects all relationships or existing conditions related to this Bid.

1.4 Estimated Quantities:

1.4.1 The County shall not guarantee any minimum or maximum amount of the vendor's products/services that may be required under the Contract.

- a. The vendor shall provide products/services on an as needed basis.
b. The County shall not guarantee any usage of the Contract whatsoever.

Vendor's Initials: _____

1.5 Award Determination

- 1.5.1 Any award of Contract must be approved by the County Commissioners and shall be made by notification from the Purchasing Department to the successful bidder.
- a. Clay County shall have the right to make awards by items, or as an all or none basis.
 - b. Clay County may make awards to multiple vendors.
 - c. The grouping of items and/or multiple vendor awards shall be determined by Clay County based upon factors such as item similarity, location, administrative efficiency, or other considerations in the best interest of Clay County.
- 1.5.2 Clay County reserves the right to reject any and all bids received without clarification.

2. SCOPE OF WORK

This section of the IFB includes requirements as well as desirable attributes and provisions relating specifically to the scope of work requirements of Clay County. The contents of this section include mandatory requirements that will be required of the successful vendor and subsequent vendor. The vendor is requested to provide responses to the requirements/desired attributes in this section pursuant to the directions identified herein. The vendor's response, whether responding to a mandatory requirement or a desired attribute, shall be binding in the event the bid is accepted by Clay County. The vendor must provide all costs necessary to meet the mandatory requirements and the fulfillment of any desirable attributes by the vendor (if any) in the appropriate sections of Exhibit A, Pricing Pages.

2.1 Specific Requirements:

- 2.1.1 The Vendor shall provide Playground Equipment and Installation Services which meets or exceeds the specifications contained in this document.
- 2.1.2 Playground equipment, picnic tables, and trash receptacle must be installed on 50 x 27 Concrete Pad (1350 Sq Feet) With Grading.
- a. The concrete pad has been approved and purchased through Transitions Family Visitation Center, Inc. Advisory Board.
- 2.1.3 Vendor shall provide a turnkey layout of material and installation for playground equipment for Clay County, Missouri Juvenile Division Transitions Program.
- 2.1.4 Vendor shall provide layout, all material/equipment and installation of playground equipment, ground surfacing and associated accessories.
- 2.1.5 Vendor shall provide supervision, equipment, machines, tools, materials, labor, transportation, and other facilities and services necessary to perform the work specified.
- 2.1.6 Installation of all listed components in Exhibit A shall be included as indicated or equal.
- a. Hourly rates for installation shall include any necessary site preparation, necessary components or materials, and the removal and disposal of all packaging materials.
 - b. Site preparation shall include the provision and installation of safety materials/barriers to ensure the site is not accessible during all phases of construction.
 - c. All materials shall be received and stored by the Vendor and transported to the site at the time of installation.
 - d. Security and storage of any materials left on site during construction shall be the sole responsibility of the Vendor.
- 2.1.7 All equipment shall be International Playground Equipment Manufacturers Association (IPEMA) certified to ASTM F1487-25 Standard Consumer Safety performance Specifications for Playground Equipment for Public Use.
- 2.1.8 All equipment shall be approved/certified by the U.S. Consumer Products Safety Commission (CPSC).

Vendor's Initials: _____

- 2.1.9 All equipment shall be in full compliance with the requirements of the Americans with Disabilities Act (ADA) in effect at the time in which the construction/installation activities are performed.
- 2.1.10 Vendor shall submit plans to Clay County, Missouri Juvenile Division Transitions Program and Clay County Facilities Management and receive appropriate approval before commencing installation.
 - a. Vendor shall coordinate site meeting with Clay County Juvenile Division and Clay County Facilities Management representative or their designees, prior to commencement of work.
- 2.1.11 Vendor shall provide a warranty for installed playground equipment.
- 2.1.12 Vendor should provide a catalog or website with available products and services with listed Discounts as indicated in Exhibit A Table 5.

2.2 Miscellaneous Requested Information:

- 2.2.1 The vendor should respond to the information requested in all sections and all exhibits.

3. BID OPENING

- 3.1.1 Bid Responses will be read out loud at 3:00 P.M. on **Thursday, July 9, 2026** in the Purchasing Department.
 - a. Location subject to change

Vendor's Initials: _____

4. **CONTRACT TERMS AND CONDITIONS ACKNOWLEDGEMENT FORM**

The undersigned vendor has read, understood, and accepted the Terms and Conditions as published on the Clay County Official Website located at:

<https://www.claycountymo.gov/DocumentCenter/View/533/GENERAL-TERMS-AND-CONDITIONS-PDF>

All terms and conditions as stated shall be adhered to by vendor upon acceptance of Contract. Vendors enter into this Contract voluntarily, with full knowledge of its effect.

Vendor Signature

Date

Vendor Name

Any exceptions to the terms and conditions shall be noted and included with this IFB.

SECTION	EXCEPTION

Vendor's Initials: _____

**EXHIBIT A
Pricing Pages**

PRICING TABLE 1: REQUIRED PRICING

The vendor shall complete the following pricing table(s) (or in a form similar to the pricing tables) and provide firm, fixed pricing necessary to meet the mandatory requirements of the IFB.

DESCRIPTION	UNIT OF MEASURE	UNIT COST	QUANTITY	EXTENDED COSTS
Freedom Falls - Neutral - Age Range 2-12 years / Safety Zone 26 ft. 3in. x 31 ft. 10 in. / Child Capacity 20-25 / Fall Height 60 in. / Post Diameter 3.5-inch	Ea.	\$	1	\$
Poured In Place Surfacing 2.5 in. Thick; 864 Square Feet 50% Beige/50% Black	Ea.	\$	1	\$
4' Champion Expanded Metal Free Standing Square Table: Hunter Green Table/Hunter Green Legs	Ea.	\$	2	\$
4' X 5' Champion Expanded Metal Free Standing Accessible Table: Hunter Green Table/Hunter Green Legs	Ea.	\$	1	\$
Surface Mount Kit Small, Set of 2 Hunter Green * For Picnic Tables	Ea.	\$	3	\$
32 Gallon 1 Piece Expanded Receptacle, Round (liner included): Hunter Green	Ea.	\$	1	\$
Dome Lid: Gray	Ea.	\$	1	\$
Receptacle Surface Mount Kit	Ea.	\$	1	\$
7-1/2 ft. Market Umbrella- push-up and pin lift - two-piece, 1.5 in. diameter aluminum pole with a .080 in. aluminum wall thickness and a white powder-coated finish. Commercial grade to hold up in harsh weather conditions. Canopy is an acrylic material and octagon shape- flexible fiberglass ribs with molded nylon joints and end tips. Single vent canopy with vent and storage ties: Color Antique Beige / Champagne Bronze Pole	Ea.	\$	3	\$
Premier Polysteel umbrella stand. A 1/8+ in. of UV-stable, mildew-resistant plastisol (poly-vinyl) coats the umbrella base. 18 in. x 18 in. x 6.5 in. and 22 pounds unfilled. Color: Hunter Green	Ea.	\$	3	\$
Installation Of Playground Equipment and Assembly of Site Furnishings	Ea.	\$	1	\$
Freight	Ea.	\$	1	\$
GRAND TOTAL				\$

PRICING TABLE 2: OTHER REQUIRED PRICING

The vendor must state below all other applicable costs necessary to satisfy the mandatory requirements of the IFB. Unless stated in Exhibit A. the County shall assume that absolutely no other fees or charges, including upgrades, will be assessed to the County whatsoever in connection with **Playground Equipment and Installation Services** herein and to satisfy the IFB requirements.

DESCRIPTION / COMMENTS	UNIT OF MEASURE	UNIT PRICE

Vendor's Initials: _____

EXHIBIT A, continued

PRICING TABLE 3: OPTIONAL PRICING

The vendor may provide firm, fixed pricing for optional features, expansion options and/or enhancements for the **proposed Playground Equipment and Installation Services** solution. Also, list any pricing discounts.

DESCRIPTION / COMMENTS	UNIT OF MEASURE	UNIT PRICE

PRICING TABLE 4: FEE SCHEDULE

If additional services are requested by the County, the vendor shall prepare and submit to the County an estimate of the total cost associated with such additional services. The vendor must indicate in the pricing table below the firm, fixed hourly rate for the personnel job classification that may be necessary to fulfill the requirements of the IFB.

TASK/PERSONNEL BREAKDOWN
SCHEDULE OF HOURLY BILLING RATES FOR SERVICES

PERSONNEL CLASSIFICATION	TYPICAL WORK TASKS	HOURLY RATE

PRICING TABLE 5: DISCOUNT

DURING THE COURSE OF THE AGREEMENT YEAR, THE USING DEPARTMENTS MAY NEED TO ORDER ITEMS NOT SPECIFICALLY LISTED ABOVE. PLEASE STATE BELOW, ANY DISCOUNTS FOR SUCH PURPOSES, FROM YOUR LISTED PRICES.		
DISCOUNT OFF LIST PRICE	%	

Vendor's Initials: _____

**EXHIBIT B
Experience and Expertise**

The evaluation of the vendor’s experience and expertise shall be subjective based on the requirements stated herein. Therefore, the vendor should present detailed information regarding current and/or prior experiences in providing the services and expertise of the organization as well of its personnel. The County shall have the right to use the information provided herein, including information gained from any other source, in the evaluation process.

B.1 EXPERIENCE:

A MINIMUM of 5 year experience is required of the successful vendor, in similar services, as described in the scope. Experience and references provided by vendors shall be verified and will be a significant factor in the evaluation. Vendors should provide the information below.

How many years has your company been in the **Playground Equipment and Installation Services** business? _____

List a minimum of three (3) references showing Contracts held by your company providing the same or similar services for other public entities, local government or private companies.

Reference No. 1 of 3	
Company/Organization Name:	
Address:	
Name of Contact and Title:	
E-mail Address:	
Telephone No.:	
Contract or Service Period (dates of services):	
Reference No. 2 of 3	
Company/Organization Name:	
Address:	
Name of Contact and Title:	
E-mail Address:	
Telephone No.:	
Contract or Service Period (dates of services):	
Reference No. 3 of 3	
Company/Organization Name:	
Address:	
Name of Contact and Title:	
E-mail Address:	
Telephone No.:	
Contract or Service Period (dates of services):	

Vendor’s Initials: _____

EXHIBIT B, continued

B.2 EXPERTISE:

PERSONNEL QUALIFICATIONS

Vendors should provide the information below.

Indicate person who will be supervising project(s) and years of experience in similar work.

Name: _____ No. of Years _____

Type of Experience: _____

Complete the following for employees that would be working on this project. List any previous work directly relating to the IFB specifications that have been performed for other public entities, local government or private companies in the last five years. Attach a separate sheet of paper if needed.

EMPLOYEE NAME	QUALIFICATIONS	EXPERIENCE/TRAINING/CERTIFICATIONS

Vendor's Initials: _____

**EXHIBIT C
Miscellaneous Information**

C.1 LOCAL GOVERNMENT USE (COOPERATIVE PROCUREMENT):

- 1) This section is optional; it will not affect proposal award. If the County awarded you the proposed Contract, would you sell under the prices and terms of this Contract to any Municipal, County Public Utility, Hospital, Educational Institution, or any other non-profit organization having membership in the MO-KAN Council of Public Purchasing (MKCPP) or Mid-America Regional Council (MARC) and located within the Greater Kansas City Metropolitan Trade Area. (All deliveries shall be F.O.B. Destination and there shall be no obligations on the part of any member of said Council to utilize this Contract.)

YES: NO: INITIALS: _____
- 2) Sales shall be made in accordance with the prices, terms, and conditions of the IFB and any subsequent term Contract.
- 3) There shall, however, be no obligation under the cooperative procurement Contract for any organization represented by MKCPP or MARC to utilize the Contract unless they are specifically named in the IFB as a joint participating entity.
- 4) All sales to other jurisdictions shall be made on purchase orders issued by that jurisdiction. All receiving, inspection, payments and other Contract administration shall be the responsibility of the ordering jurisdiction.
- 5) The Purchasing Manager shall be responsible to handle the solicitation and award the Contract. The Purchasing Manager shall have the sole authority to modify the Contract and handle disputes regarding the substance of the Contract.
- 6) Each jurisdiction that is a party to the joint bid has authority to act as Administrative Contracting Officer with responsibility to issue purchase orders, inspect and receive goods, make payments and handle disputes involving shipment to the jurisdiction.

C.2 WEBSITE

- 1) Does your company have a website? YES: NO:
- 2) If yes, please provide the website address: _____

C.3 EMPLOYEE BIDDING/CONFLICT OF INTEREST:

Vendors who are elected or appointed officials or employees of Clay County or any political subdivision thereof, serving in an executive or administrative capacity, must comply with sections 105.450 to 105.458, RSMo, regarding conflict of interest. If the vendor or any owner of the vendor's organization is currently an elected or appointment official or an employee of Clay County or any political subdivision thereof, please provide the following information.

Name and title of elected or appointed official or employee of Clay County or any Political sub-division thereof:	
If employee of Clay County or Political sub-division thereof, provide name of Clay County entity or political sub-division where employed:	
Percentage of ownership interest in vendor's organization held by elected or appointed official or employee of Clay County or political sub-division thereof:	

Vendor's Initials: _____

ATTACHMENT 1
Sealed IFB Label

PLEASE ATTACH LABEL TO OUTSIDE OF IFB PACKAGE

SEALED IFB RESPONSE ENCLOSED

DELIVER TO:

CLAY COUNTY ~ PURCHASING DEPARTMENT
16 W. FRANKLIN STREET
LIBERTY, MO 64068

IFB No.: **66-26** DATE: **7/9/2026**

IFB's MUST BE RECEIVED **2:00 pm CENTRAL TIME**

DESCRIPTION: PLAYGROUND EQUIPMENT AND INSTALLATION SERVICES

SPECIFY VENDOR NAME: _____

SPECIFY VENDOR'S CITY, STATE LOCATION: _____

City, State Location

Vendor's Initials: _____