

The City is requesting blown mulch installation services at Pullen Park to be performed between January 23, and February 28. It is anticipated that the work will take approximately 2 weeks.

TOTAL Estimate: 658 Cubic Yards installed at a depth of 1.5 inches

- Amusement area (Entrance, tot lot, caboose, boat house, surrounding areas, main parking lot, and train tunnel + Lake Howell Island) = 115,825 sq ft or 536 cu yds
- Bird Garden (Large area adjacent to playground with large circular flower bed) = 7,070 sq ft or 33 cu yds
- Aquatics area = 7,006 sq ft or 33 cu yds
- Pump house = 9,068 sq ft or 42 cu yds
- Community center = 2,950 sq ft or 14 cu yds

Time frame: Services shall commence between January 23, 2017 and February 14, 2017. Work must be completed no later than February 28, 2017. Work must be completed no later than 2 weeks from initiation date.

Application Method – Mulch shall be blown in.

Material – Mulch shall be dyed (brown/dark brown) triple shredded hardwood mulch installed to a depth of 1.5 inches. Time of Day – Mulch shall be applied between 5:00 a.m.-10:00 a.m. when the park is not open to the general public.

Inspectors (Crew Supervisor, Senior Gardener, other appoint City staff) will monitor contractor’s work and inspect daily for property damage and quality control of mulch application process.

A final walkthrough will occur with inspectors after work is completed and a punch list will be provided with any changes or repairs necessary.

The RFP process shall adhere to the following schedule.

RFP Process	Date and time	
RFP posted at http://www.raleighnc.gov/business/content/FinPurchasing/Articles/BidsandRFPs.html	Monday 11-14-2016	
Pre-Proposal Conference at Pullen Park	Monday, 11-21-2016	3:00 p.m.
Contractor’s Written Questions Due	Tuesday, 11-22-2016	12:00 p.m.
City Responses to Contractor questions	Tuesday 11-22-2016	5:00 p.m.
RFP Due Date -	Friday, 12-2-2016	4:00 p.m.

Note: All times shown as Eastern Standard Time (EST).

Contact Christy Cornell at Christy.cornell@raleighnc.gov or 919-996-4843 for a full RFP