

Informal Request for Proposal Number 14-03
Brook Run Park Tree Canopy Obstacle Course Project Management & Installation
City of Dunwoody, Georgia

April 4, 2014

I. INVITATION

The City of Dunwoody, Georgia is interested in obtaining the services of a professional, highly qualified full service firm to provide services that include project management, Construction, operation, installation, employment and training of staff for a tree canopy obstacle course.

Proposals and associated cost will be accepted until 2:00 P.M. on April 22, 2014.
Submittals should be addressed to:

John Gates
Purchasing Manager
City of Dunwoody
41 Perimeter Center East, Suite 250
Dunwoody, Georgia 30346
678-382-6750

Written responses including cost and all supporting materials must be submitted in one original to the purchasing department in a sealed envelope stating on the outside the Contractor's name, address, telephone number, IRFP 2014 – 03, title and due date. No facsimile or email responses will be considered.

II. OVERVIEW OF CITY

On December 1, 2008 the City of Dunwoody became Georgia's newest municipality. This 13 square mile community of just over 46,000 residents is also home to many of metro Atlanta's top dining, shopping, schools, and recreation activities and destinations. The City of Dunwoody is approximately 15 miles north of downtown Atlanta at the most northern tip of DeKalb County.

Dunwoody is strategically located in a cradle of three major transportation routes: to the west, the north line of the regional commuter metro rail system, Marta; to the south, Interstate 285, the perimeter beltway ringing suburban Atlanta; and on the east, Peachtree Industrial Boulevard. At the southwest corner of the city is the Perimeter Center, a regional employment center and the south-east's largest economic hub outside of Atlanta. With Perimeter Center's high rise office complexes, Dunwoody's daytime population more than doubles during business hours. Outside of the perimeter area, the majority of the City

of Dunwoody is comprised of low density, stable single family homes and smaller neighborhood-level shopping centers and office complexes.

III. SCOPE OF SERVICES

Brook Run Park tree canopy obstacle course:

Proposals for the project management, construction, operation, employment and training of staff for the installation and operation of a tree canopy obstacle course.

Obstacle course would need to be installed with minimal damage to trees involved.

All facilities installed would require initial and routine inspection by a controlling agency to insure safe working condition.

Assessment of an area located within Brook Run Park that would provide adequate operating space for all necessary operations. The approximate area for operation may include 5-10 acres of woodland area.

An initial and annual arboricultural diagnosis of trees to be affected by the installation of a tree canopy obstacle course is required.

Provide access to both private groups and the general public in an effort to provide steady and increasing revenues.

Range of complexity that would allow the use by a wide age group.

Provide a range of tree canopy obstacles with minimal impact to surrounding natural environment.

Agreement setup with the private contractor and the City of Dunwoody Parks and Recreation Department for usage of the natural area required and parking needed.

Time Line

All question due: April 10, 2014

Proposals due: April 22, 2014

IV. INQUIRES

Inquiries regarding this proposal should be directed by mail or email to:

Name: John Gates

Email Address: john.gates@dunwoodyga.gov

Mailing Address: 41 Perimeter Center East Suite 250
Dunwoody, GA 30346