

Request for Proposal

By the Friends of the Homer Public Library, for

Outdoor Public Benches

The Friends of the Homer Public Library invite proposals for design and manufacture of two public benches: one bench beside a walking trail and one 360° wraparound bench that will fit around the trunk of a living spruce tree. Interested parties may submit proposals for either bench or both.

Schedule

1. Proposals due: February 20, 2024
2. Notice of Award: March 1, 2024
3. Delivery/Installation of Equipment: June 30, 2024

Friends of the Homer Public Library reserves the right to accept or reject any or all proposals, to waive irregularities or informalities in the proposals, and to award a contract to the respondent that best meets the organization's needs. Please direct questions regarding this proposal to Dave Berry, Library Director (dberry@ci.homer.ak.us or 907-435-3151).

Introduction

Homer Public Library is surrounded by a variety of natural environments, including open lawns, wildflower beds, ponds and wetlands, and a walking trail that passes through the heavily-wooded lands to the west of the building. Since 2020, the Friends of the Homer Public Library and the City of Homer have worked to improve the public facilities in this "Western Lot," including upgrading the trail surface, adding play spaces for children, installing signage about the natural and human history of the area, and renovating the space to make it attractive and usable by a wide variety of patrons. The vision statement for the project sums it up:

We envision a vibrant, accessible community space adjacent to the library where learning and nature give rise to a sense of discovery and delight.

There are two locations where the Friends would like to add public seating. The first is at the western end of the trail, where it intersects with another north-south trail. This site has a southern view and looks out over a grassy expanse down to Kachemak Bay and the mountains beyond.



Location of the Trail Bench: Intersection of Story Walk Trail and Poopdeck Trail, facing southeast

The other location is midway along the trail, in the woods. The Friends have selected a living spruce tree as a good location for a “reading tree,” a bench that wraps all the way around the trunk and provides respite in a quiet, out-of-the-way spot. The site is slightly off the path, and plans include a short access trail and fill to level the ground around the trunk.



Location of the Reading Tree: midway along the Story Walk Trail, about 10 feet south of the path

Specifications		
	Trail Bench	Reading Tree
Description	Able to comfortably seat two people side by side. Backrest required, armrests optional. We encourage sitting, discourage sleeping.	A complete 360° seat centered on the tree trunk. Backrest and armrests optional, but design should discourage sleeping. The finished site will include a small access trail and a flatter foundation, but the tree is live.
Location	On the south side of the trail, near its western terminus. Play space equipment will be located farther down the slope.	About 10 feet off the trail, near its midpoint. There will be stump seating and a natural play area nearby.
Dimensions	4 feet long, standard height.	Trunk is 18" in diameter. Bench should extend outward from that to a comfortable distance.
Materials	The selection committee will consider cost and durability.	
Theme(s)	Libraries and learning, natural spaces, exploration, local wildlife. Either site could accept a basic bench or something more artistic.	

Required Contents for Proposals

All proposals should include the following:

1. Cost estimate:
 - a. One-time costs—Materials, labor, shipping, etc.
 - b. If installing the work requires specialized skills or equipment, please estimate those costs.
 - c. Annual maintenance costs.
 - d. A timeline for fabrication.

- e. Proposers are welcome to include a range of cost proposals.
2. A written description of the work:
 - a. Materials and maintenance requirements
 - b. Describe how the work is to be done
3. A sketch, photograph or plan of the proposed design, with dimensions
4. An artist's statement
 - a. What is your vision for the bench design?
 - b. How does this vision fit in with the larger plan for the Western Lot and the library grounds?

Procedure for Submitting Proposals

All proposals must be received by the Friends of the Homer Public Library no later than 8:00 pm on February 20, 2024. Proposals can be submitted in three ways:

1. Via email to dberry@ci.homer.ak.us (preferred)
2. In-person at the Homer Public Library
3. By mail to:

Homer Public Library
Attn: Dave Berry
500 Hazel Ave.
Homer, AK 99603

Evaluation Criteria and Selection Process

The Friends of the Homer Public Library reserves the right to reject any and all proposals submitted and shall not be liable for any costs incurred by any proposer in response to this solicitation or for any work done prior to the issuance of a notice of award.

A selection committee will evaluate the proposals and make a recommendation to the Friends of the Homer Public Library Board. Evaluators may discuss factual knowledge of and may investigate a proposer's prior work experience and performance, including projects referenced in the proposal or available written evaluations, and may contact listed references or other persons with knowledge of a

proposer's past performance. Factors such as overall experience relative to the proposed contract, quality of work, cost control, and the ability to meet schedules may be addressed during the evaluation.

Submissions will be evaluated and scored in accordance with the following criteria. The design must be both safe and family-friendly to be considered. All other criteria will be scored proportionally:

Scoring Rubric			
Criterion	Points awarded (out of 100)	Percentage of total score	Weighted points awarded
Safe	Y/N	--	
Family-friendly	Y/N	--	
Artistic merit		20%	
Durability		20%	
Accessibility to a range of users (varying in age and mobility)		20%	
One-time cost		15%	
Estimated annual maintenance costs		15%	
Fits in with the setting		10%	
TOTAL		100%	