

**AGENDA
PARK ADVISORY COMMISSION
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
APRIL 4, 2022
7:00 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

"An opportunity for members of the public to address the Park Advisory Commission on items not on the current Agenda. Items requiring Park Advisory Commission action maybe deferred to staff for research and future Wyoming Park Advisory Commission Agendas if appropriate."

CONSENT AGENDA:

Items under the "Consent Agenda" will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.

APPROVAL OF MINUTES:

1. Consider approving the minutes of the "Regular Meeting" of the Wyoming Park Advisory Commission for March 7, 2022

OLD BUSINESS:

NEW BUSINESS:

2. Presentation from Ryan Murphy from the University of Minnesota Tree Stewardship Program
3. Park and Trail Master Plan Update
4. Assigning Park Stewards from the Park Advisory Commission
5. Swenson Park Equipment Discussion

COMMUNICATIONS:

6. Update on Arbor Day Event

ADJOURN

**NEXT MEETING:
May 2, 2022
7:00PM**

DRAFT MINUTES
WYOMING PARK ADVISORY COMMISSION
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
MARCH 7, 2022
7:00PM

CALL TO ORDER:

Chair Spangler called the Regular Meeting of the Wyoming Park Advisory Commission for February 7, 2022 to order at 7:00PM

CALL OF ROLL:

On a Call of the Roll the following members of the Wyoming Park Advisory Commission were present: Members Bruce Spangler, Jessica Bergan, Heather Vandenheuvel and Lindsay Hobson

Absent: None

Also Present: Alex Saxe, Assistant City Administrator, Councilmember Luger and Mayor Iverson

Visitors: Bruce Vukelich

DETERMINATION OF A QUORUM:

Chair Spangler determined a Quorum was present.

PLEDGE OF ALLEGIANCE:

OPEN FORUM: NONE

CONSENT AGENDA: NONE

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” of the Wyoming Park Advisory Commission for February 7, 2022

A MOTION WAS MADE BY MEMBER BERGAN, SECONDED BY MEMBER HOBSON, TO APPROVE THE PARK ADVISORY COMMISSION MINUTES FROM THE FEBRUARY 7, 2022 MEETING, AS SUBMITTED.

Voting Aye: Spangler, Bergan, Vandenheuvel and Hobson

Voting Nay: None

Abstain: None

OLD BUSINESS: NONE

NEW BUSINESS:

2. To consider designating the Park Advisory Commission as the City of Wyoming Green Team

Assistant City Administrator Saxe gave some background on the Minnesota GreenStep Program. The City of Wyoming is currently at step 2 and needs to complete a few more requirements to achieve step 3. By obtaining step 3, the city would be recognized at the annual League of Minnesota Cities conference and be awarded a set of recognition blocks that reflects the community’s sustained commitment to sustainability efforts. One of the requirements for step 3 is to have a city Green Team, which would be responsible for

leading, coordinating and reporting on sustainability efforts within the city. Staff is recommending that the Park Advisory Commission be designated as the city Green Team.

Member Vandenheuvel asked for clarification on what the responsibilities of the Green Team would be. Mr. Saxe explained that the Green Team would act very similar to the Tree Board. Any sustainability projects would come before this team, create items for social media, and overall monitoring of the city's sustainability initiatives. The Green Team could also come up with new initiatives as well.

THERE WAS A CONSENSUS OF THE COMMISSION TO BE DESIGNATED AS THE CITY OF WYOMING GREEN TEAM.

3. Discussion on Little Free Libraries

Assistant City Administrator Saxe presented information on possible Little Free Libraries in some city parks. Little Free Library is a non-profit organization that was founded in 2012. They are a free community book exchange where anyone can take a book or leave a book. Anyone can start a little library by building their own and registering it or buying a pre-built model. Pre-built libraries cost between \$260-\$400 depending on the model plus \$80 for a post. Staff is looking for direction from the Commission on how to proceed.

There was interest from the Commission to install at least a few in the city. There were concerns raised about why this would be needed with a library right in town. Little Free Libraries are more accessible and are not required to be returned. Library hours can be limited, but Little Free Libraries can be accessed anytime.

Chair Spangler asked if there was any liability to the city in the event that there is inappropriate materials. Mr. Saxe, explained that there would not be any liability to the city, he will confirm that is the case. Chair Spangler asked if these are normally in people's yards. Mr. Saxe explained that individuals can put them in their yard if they choose, but if the city were to do this, it would have to be on city owned property.

The Commission was in favor of trying 1 pilot library potentially over in Lion's or Fireside Park. For next steps it was discussed that this could potentially be an Eagle Scout project.

THERE WAS A CONSENSUS OF THE COMMISSION TO HAVE STAFF PUT TOGETHER INFORMATION ON THIS PROJECT AND SEE IF ANYONE WOULD WANT TO WORK ON THIS FOR AN EAGLE SCOUT PROJECT.

4. Arbor Day 2022

Assistant City Administrator Saxe gave an overview of the Tree City USA program which Wyoming became a member of in 2020. The city has since taken multiple steps to support and promote the city's tree infrastructure and regularly updates the Wyoming Tree Board of progress related to the city's green infrastructure. To maintain Tree City USA status the city must hold an Arbor Day Celebration and issue a proclamation. Staff would like to hold an event educating the public on Emerald Ash Borer disease (EAB) on Saturday April 30th at Goodview Park. Hugo Tree Service will be assisting the city in EAB removal and they would be willing to participate in that event. Staff informed the Commission that next year the city will plan on hosting a larger tree planting event. Trees need to be ordered almost a year in advance and staff will work on that in the coming months to be prepared for next year.

Member Vandenheuvel asked if there was a good amount of space at Goodview for people to congregate. Mr. Saxe said there should be enough space to host this event there. The Commission suggested outreach with the Elementary school and are excited for an event like this.

THERE WAS A CONSENSUS OF THE COMMISSION TO HAVE STAFF PROCEED WITH PLANNING THIS EDUCATIONAL EVENT FOR ARBOR DAY.

5. To consider an application for the vacant Park Advisory Commission seat

Assistant City Administrator Saxe stated that staff received a letter of interest from Mr. Bruce Vukelich to serve on the Park Advisory Commission. Mr. Vukelich was present and spoke about his background and why he was interested in serving on the Commission.

A MOTION WAS MADE BY MEMBER SPANGLER, SECONDED BY MEMBER VANDENHEUVEL, TO RECOMMEND THE CITY COUNCIL APPROVE BRUCE VUKELICH FOR THE VACANT PARK ADVISORY COMMISSION SEAT.

Voting Aye: Spangler, Bergan, Vandenheuvel and Hobson

Voting Nay: None

Abstain: None

COMMUNICATIONS:

6. Update on 2022 Wyoming City Council Goals and Priorities

Assistant City Administrator Saxe provided a brief update on the goal session the City Council had a few weeks ago. The council was supportive in the goals the Park Advisory Commission set last month. The biggest highlights are to gain more support for Veterans Memorial in Railroad Park, increase walkability, redevelopment of Fireside Park, and find a potential area for a dog park.

Member Vandenheuvel asked about QR codes in the parks and the use of social pinpoint. Mr. Saxe stated that he is not familiar with the QR codes, but would look into that. He stated that social pinpoint is linked on our website, but staff will advertise it to get residents using it more to provide input. Mayor Iverson will also include a brief write up about it in the newsletter.

Assistant City Administrator Saxe provided one more update. He announced there will be a Joint Park Planning Board meeting on Tuesday, March 22nd at 6PM to review a sketch plan for the Sunrise Riverbank Development that will include discussion around a potential new park.

ADJOURN

A MOTION WAS MADE BY MEMBER SPANGLER, SECONDED BY MEMBER BERGAN, TO ADJOURN THE MARCH 7, 2022 MEETING OF THE WYOMING, PARK ADVISORY COMMISSION AT 7:29 PM

Voting Aye: Spangler, Bergan, Vandenheuvel and Hobson

Voting Nay: None

Abstain: None

NEXT MEETING:
April 4, 2022
7:00PM



Park Advisory Commission Memo

Date: April 1, 2022

Presented to: Park Advisory Commission

Presented by: Alex Saxe, Assistant City Administrator

Department: Administration

Reference: Park and Trail Master Plan

Method: New Business

Background Information:

The City of Wyoming has been working with WSB on the city's park and trail master plan. Candace Amberg from WSB will present some updated analysis and graphics to the commission.

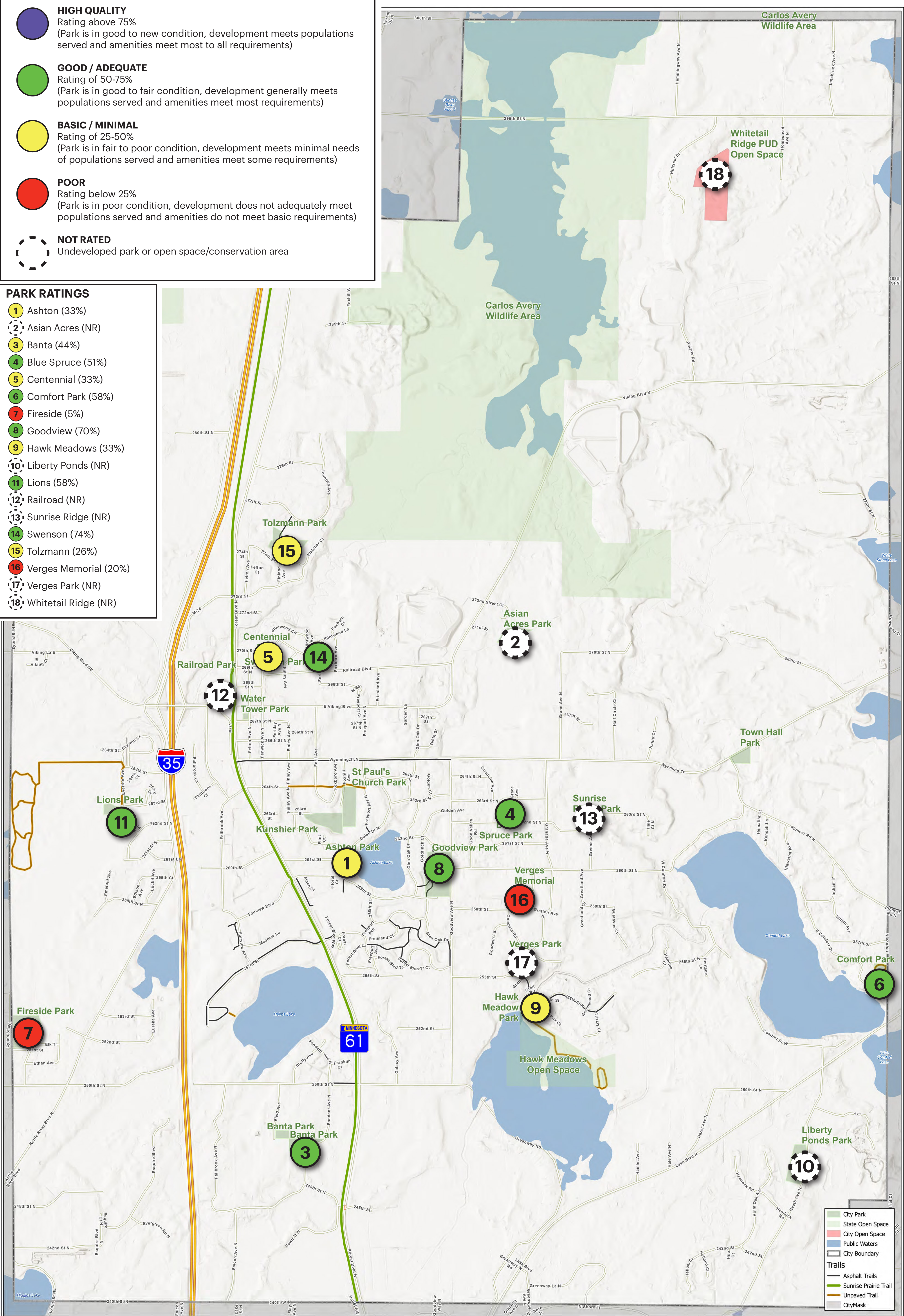


CITY OF WYOMING

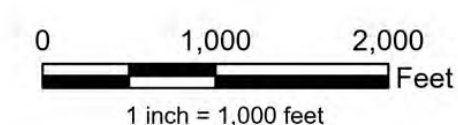
P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092
Phone: 651-462-0575 Fax: 651-462-0576

- **HIGH QUALITY**
Rating above 75%
(Park is in good to new condition, development meets populations served and amenities meet most to all requirements)
- **GOOD / ADEQUATE**
Rating of 50-75%
(Park is in good to fair condition, development generally meets populations served and amenities meet most requirements)
- **BASIC / MINIMAL**
Rating of 25-50%
(Park is in fair to poor condition, development meets minimal needs of populations served and amenities meet some requirements)
- **POOR**
Rating below 25%
(Park is in poor condition, development does not adequately meet populations served and amenities do not meet basic requirements)
- **NOT RATED**
Undeveloped park or open space/conservation area

- 1 Ashton (33%)
- 2 Asian Acres (NR)
- 3 Banta (44%)
- 4 Blue Spruce (51%)
- 5 Centennial (33%)
- 6 Comfort Park (58%)
- 7 Fireside (5%)
- 8 Goodview (70%)
- 9 Hawk Meadows (33%)
- 10 Liberty Ponds (NR)
- 11 Lions (58%)
- 12 Railroad (NR)
- 13 Sunrise Ridge (NR)
- 14 Swenson (74%)
- 15 Tolzmann (26%)
- 16 Verges Memorial (20%)
- 17 Verges Park (NR)
- 18 Whitetail Ridge (NR)



Parks and Trail System
Wyoming, MN



Document Path: K:\018972-000\GIS\Map\WyomingSPP\22c34 Portrait TitleBlock Date Saved: 1/26/2022

Wyoming, Minnesota
March 2022 | WSB Project number: 018972-000

MAP ANALYSIS LEGEND

DEVELOPED PARK SERVICE AREA
Inner Circle = 1/4 Mile Radius
Outer Circle = 1/2 Mile Radius

PARK WITH TRAILS ONLY
Inner Circle = 1/4 Mile Radius
Outer Circle = 1/2 Mile Radius

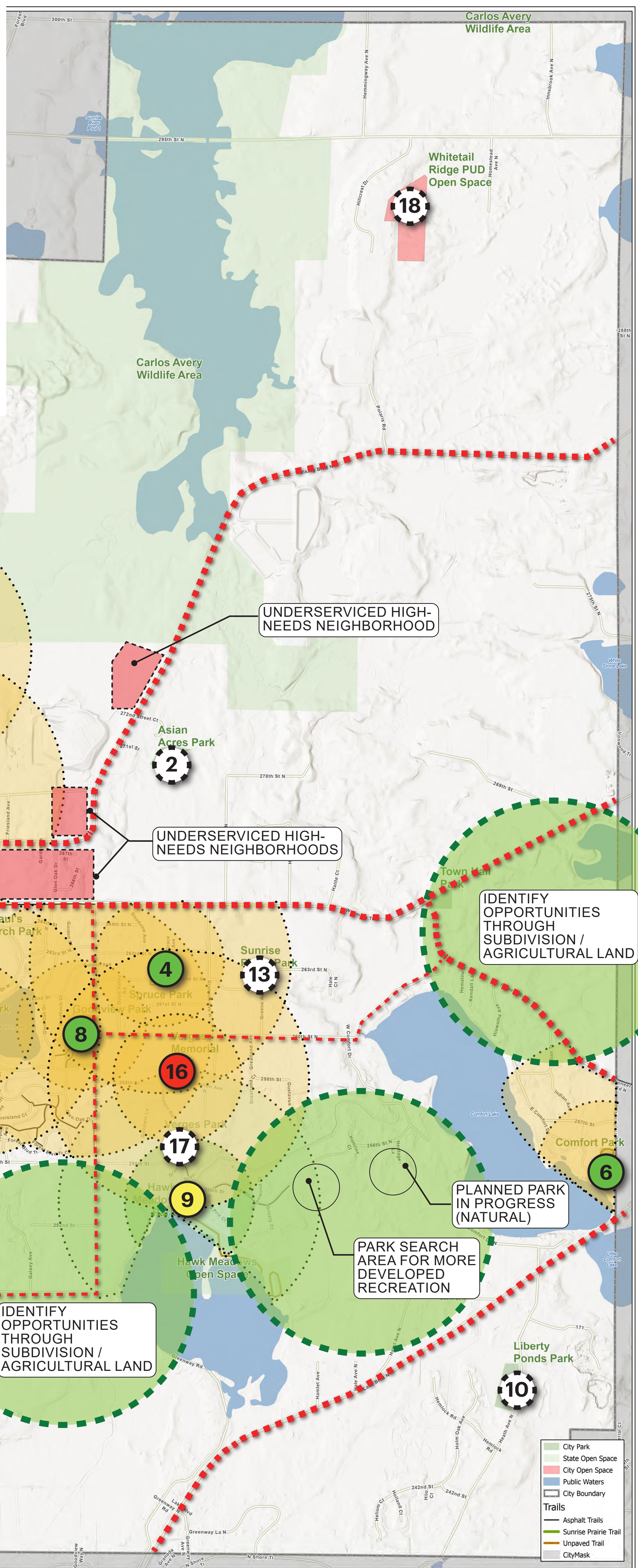
PARK SEARCH AREA

INTERSTATE ROADWAY BARRIER

COMMUNITY ROADWAY BARRIER
Primary local route, heavily used with few to no safe pedestrian crossings

SECONDARY ROADWAY BARRIER
Secondary connection routes with occasional times of heavy traffic and few to no safe pedestrian crossings

- 1 = Ashton
- 2 = Asian Acres
- 3 = Banta
- 4 = Blue Spruce
- 5 = Centennial
- 6 = Comfort Park
- 7 = Fireside
- 8 = Goodview
- 9 = Hawk Meadows
- 10 = Liberty Ponds
- 11 = Lions
- 12 = Railroad
- 13 = Sunrise Ridge
- 14 = Swenson
- 15 = Tolzmann
- 16 = Verges Memorial
- 17 = Verges Park
- 18 = Whitetail Ridge



Parks & Trails

Parks and Trail System
Wyoming, MN



0 1,000 2,000
Feet
1 inch = 1,000 feet

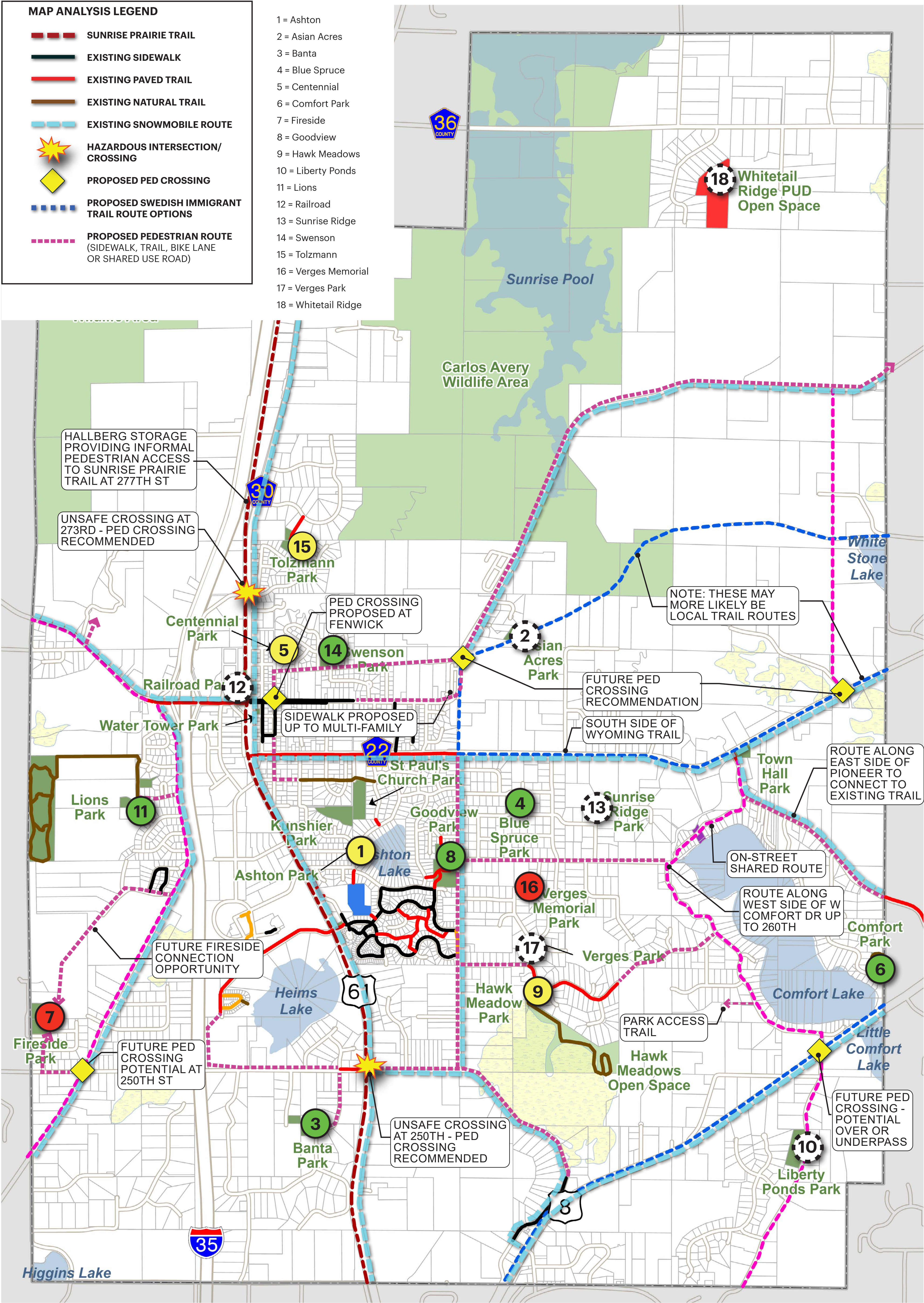


Document Path: K:\18972-000\GIS\Map\Wyoming\PP\22\34_Portal_TileBook Data Saved: 1/26/2022

Park Service Area Analysis

Wyoming, Minnesota

March 2022 | WSB Project number: 018972-000





Park Advisory Commission Memo

Date: April 1, 2022

Presented to: Park Advisory Commission

Presented by: Alex Saxe, Assistant City Administrator

Department: Administration

Reference: Park Stewards

Method: New Business

Background Information:

One of the goals identified for 2022 by both the Park Commission and the City Council was to have each member of the Park Advisory Commission be assigned to monitor a few city parks. Responsibilities for each member could include but no limited to:

- Check in on park minimally once a month (During the summer a couple of times a month),
- Check for any maintenance that may need to be done and inform staff,
- Provide an update on park condition at each PAC Meeting.

Request: To discuss the park assignments.



CITY OF WYOMING

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092
Phone: 651-462-0575 Fax: 651-462-0576



Park Advisory Commission Memo

Date: April 1, 2022

Presented to: Park Advisory Commission

Presented by: Alex Saxe, Assistant City Administrator

Department: Administration

Reference: Swenson Park Phase 2

Method: New Business

Background Information:

Swenson Park received major upgrades last year and became Wyoming's first fully ADA Accessible Park. There is a second phase to this project and that is purchasing and installing more playground equipment. The city has been receiving concerns about the lack of playground equipment especially for older aged kids.

Last June, staff received a quote from Minnesota/Wisconsin Playground for Equipment costs of about \$33,014.95 and an installation fee of about \$5,721. Staff anticipates costs have increased about 10% since last June due to inflation and increased construction costs.

The city does have the budget to complete phase 2 for Swenson Park and due to the lack of playground equipment recommend completing this phase this year.

Request: To have discussion on the priority of this project and provide direction to staff.



CITY OF WYOMING

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092
Phone: 651-462-0575 Fax: 651-462-0576



Minnesota / Wisconsin Playground
5101 Highway 55, Suite 6000
Golden Valley, Minnesota 55422
Ph. 800-622-5425 | 763-546-7787
Fax 763-546-5050 | brianam@mnwplay.com

06/25/2021
Quote #100028-01-20

CONSULTANT: BRIANA COHEN

Swenson Park - RFP - D10015B5 - Phase #2 - Materials

City of Wyoming
Attn: Chuck Almhjeld
26490 Faxton Ave.
Wyoming, MN 55092
Phone: 651-462-0580
calmhjeld@wyomingmn.org

Ship to Zip 55092

Quantity	Part #	Description	Unit Price	Amount
1	6272	GameTime - Merry-Go-All [Basic:_____] [Roto Plastic:_____]	\$6,764.00	\$6,764.00
1	7068	GameTime - 8'Cosmix Station [Basic:_____] [Roto Plastic:_____]	\$4,412.00	\$4,412.00
1	6252	GameTime - Wrinkle Wall (7 Panel) [Basic:_____] [Handgrip:_____]	\$14,247.00	\$14,247.00
1	178749	GameTime - Owner's Kit	\$60.00	\$60.00
1	EWFLGE-12L	EWFLGE - Engineered Wood Fiber safety surfacing, 46 CY- Top dress 3" and fill in for Phase #2 areas	\$1,575.00	\$1,575.00
			Sub Total	\$27,058.00
			Material Surcharge	\$3,663.68
			Freight	\$2,293.27
			Total	\$33,014.95

Comments

Customer must prepare and provide a flat and level site prior to the installation of new equipment and surfacing.

This quotation is subject to current Minnesota/Wisconsin Playground (MWP) policies as well as the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases in excess of \$1,000.00 to be supported by your written purchase order made out to Minnesota/Wisconsin Playground.

Each quote is handled on a per order/project basis. Unless a long-term agreement is in place between purchaser and MWP, terms and conditions of this quotation shall be as outlined herein with no other requirements applicable.

Indemnification; Owner/Owner's Representative will indemnify and hold Minnesota Playground, Inc., dba, Minnesota Wisconsin Playground (MWP), harmless for all claims, damages and related costs, including reasonable legal fees and costs, arising out of Owner/Owner's Representative's negligence or noncompliance with any of its commitments under this document. MWP will indemnify and hold Owner/Owner's Representative harmless for all claims, damages and related costs, including reasonable legal fees and costs, arising out of MWP's negligence or noncompliance with any of its commitments under this document.





Minnesota / Wisconsin Playground
5101 Highway 55, Suite 6000
Golden Valley, Minnesota 55422
Ph. 800-622-5425 | 763-546-7787
Fax 763-546-5050 | briana@mnwiplay.com

06/25/2021
Quote #100028-01-20

CONSULTANT: BRIANA COHEN

Swenson Park - RFP - D10015B5 - Phase #2 - Materials

Excusable Delays/Additional Costs: MWP, and/or its affiliates, shall be liable for default unless delay of performance, whether supplying materials only or including installation in accordance with our project scope, is caused by an occurrence beyond reasonable control of MWP, and/or its affiliates, such as, but not limited to, acts of Superior Force or the public enemy, acts of Government in either its sovereign or contractual capacity, fire, floods, epidemics, quarantine restrictions, strikes, unusually severe weather, delays of common carriers (for transportation of goods whether raw materials or finished product) and attainability of raw materials. Such events resulting in additional costs are not included in quoted amounts and shall be the responsibility of the Owner/Owner's Representative. Any additional costs shall be provided in writing for purchaser's records and shall be due upon payment of invoice.

This quotation is subject to policies in the current Gametime Park and Playground catalog and the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases in excess of \$1,000.00 to be supported by your written purchase order made out to Gametime, c/o Minnesota/Wisconsin Playground.

Each quote is handled on a per order/project basis. Unless a long-term agreement is in place between purchaser and GameTime, terms and conditions of this quotation shall be as outlined herein with no other requirements applicable.

Pricing: f.o.b. factory, firm for 15 days from date of quotation. A tax-exempt certificate is needed at time of order entry for all orders whether from tax-supported government agencies or not. Sales tax, if applicable, will be added at time of invoice unless a tax exempt certificate is provided at time of order entry.

Materials Surcharge: due to the volatility in various industries such as, but not limited to, those supplying steel, a surcharge is needed to offset some of the excessive material costs being experienced in our industry, as well as others. This is being looked upon as a short-term necessity but no guarantees can be given that this surcharge will be removed in the near future. Once costs of materials have returned to the levels in recent history, the surcharge will be removed.

Payment terms: net 30 days for tax supported governmental agencies. Should this quotation be forwarded to an agency not listed on this quote, credit terms, as well as other terms and conditions herein, may be need to be altered. For instance, non-tax supported organization purchasing any or all products and/or services quoted herein may require full payment for that amount due at time of order entry. Remaining balance owed by tax supported agency, if any, shall still be net 30 days. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.

Unless already on file, please include a tax exempt certificate upon order entry whether a tax supported government agency or other.

GameTime Standard Product Shipment: order shall ship within six to eight weeks after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit, if required. Receipt of anything other than what is stated herein will not constitute an order and therefore no materials will be placed into production nor installation, if required, will be scheduled.

EWf Shipment: order shall deliver within 14 - 21 days after our receipt and acceptance of your purchase order as well as schedule and weather allowing. Bulk material will ship via semi-truck/trailer with a live floor system in trailer which allows driver to deposit EWF directly onto a specific area provided proper access is available. Driver has final say whether the site has proper access. Site restoration is not included and will be the responsibility of the owner/owner's representative. Road restrictions may be in effect and cause delays depending on time of year.

Freight charges: Prepaid & added

Wet Site Conditions: installation areas located near wetlands, where a high water table exists or in any environment that produces excessive moisture will require additional planning prior to installation of your project. Unless excessively wet conditions have been conveyed prior to installation quote and accounted for in some manner, your installation will not proceed. Ideal dry conditions need to be present to begin, and complete, your project as quoted.

Exclusions: unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of equipment and off-loading; storage of goods prior to installation; equipment assembly and installation; safety surfacing; borders and drainage provisions.





Minnesota / Wisconsin Playground
5101 Highway 55, Suite 6000
Golden Valley, Minnesota 55422
Ph. 800-622-5425 | 763-546-7787
Fax 763-546-5050 | briana@mnwiplay.com

06/25/2021
Quote #100028-01-20

CONSULTANT: BRIANA COHEN

Swenson Park - RFP - D10015B5 - Phase #2 - Materials

Order Information:

Bill To: _____ Ship To: _____
Company: _____ Project Name: _____
Attn: _____ Attn: _____
Address: _____ Address: _____
City, State, Zip: _____ City, State, Zip: _____
Contact: _____ Contact: _____
Tel: _____ Tel: _____
Fax: _____ Fax: _____

Acceptance of quotation:

Accepted By (printed): _____ P.O. No: _____
Signature: _____ Date: _____
Title: _____ Phone: _____
Facsimile: _____ Purchase Amount: **\$33,014.95**





Minnesota / Wisconsin Playground
5101 Highway 55, Suite 6000
Golden Valley, Minnesota 55422
Ph. 800-622-5425 | 763-546-7787
Fax 763-546-5050 | brianam@mnwplay.com

04/28/2021
Quote #100028-01-18

CONSULTANT: BRIANA COHEN

Swenson Park - RFP - D10015B5 - Phase #2 - Installation

City of Wyoming
Attn: Chuck Almhjeld
26490 Faxton Ave.
Wyoming, MN 55092
Phone: 651-462-0580
calmhjeld@wyomingmn.org

Ship to Zip 55092

Quantity	Part #	Description	Unit Price	Amount
1	INSTALL	Install - Installation of Play Equipment- Includes concrete footings and packaging material disposal.	\$4,898.00	\$4,898.00
1	INSTALL	Install - Installation of Engineered Wood Fiber safety surfacing- EWF for Phase #2 areas affected by site work and new equipment installation.	\$823.00	\$823.00
			Total	\$5,721.00

Comments

Customer must prepare and provide a flat and level site prior to the installation of new equipment and surfacing.

This quotation is subject to current Minnesota/Wisconsin Playground (MWP) policies as well as the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases in excess of \$1,000.00 to be supported by your written purchase order made out to Minnesota/Wisconsin Playground.

Each quote is handled on a per order/project basis. Unless a long-term agreement is in place between purchaser and MWP, terms and conditions of this quotation shall be as outlined herein with no other requirements applicable.

Excusable Delays/Additional Costs: MWP, and/or its affiliates, shall be liable for default unless delay of performance, whether supplying materials only or including installation in accordance with our project scope, is caused by an occurrence beyond reasonable control of MWP, and/or its affiliates, such as, but not limited to, acts of Superior Force or the public enemy, acts of Government in either its sovereign or contractual capacity, fire, floods, epidemics, quarantine restrictions, strikes, unusually severe weather, delays of common carriers (for transportation of goods whether raw materials or finished product) and attainability of raw materials. Such events resulting in additional costs are not included in quoted amounts and shall be the responsibility of the Owner/Owner's Representative. Any additional costs shall be provided in writing for purchaser's records and shall be due upon payment of invoice.

This quotation is subject to policies in the current Gametime Park and Playground catalog and the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases in excess of \$1,000.00 to be supported by your written purchase order made out to Gametime, c/o Minnesota/Wisconsin Playground.

Each quote is handled on a per order/project basis. Unless a long-term agreement is in place between purchaser and GameTime, terms and conditions of this quotation shall be as outlined herein with no other requirements applicable.

Pricing: f.o.b. factory, firm for 30 days from date of quotation. A tax-exempt certificate is needed at time of order entry for all orders whether from tax-supported government agencies or not. Sales tax, if applicable, will be added at time of invoice unless a tax exempt certificate is provided at time of order entry.

Payment terms: net 30 days for tax supported governmental agencies. Should this quotation be forwarded to an agency not listed on this quote, credit terms, as well as other terms and conditions herein, may be need to be altered. For instance, non-tax supported organization purchasing any or all products and/or services quoted herein may require full payment for that amount due at time of order entry. Remaining balance owed by tax supported agency, if any, shall still be net 30 days. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.





Minnesota / Wisconsin Playground
5101 Highway 55, Suite 6000
Golden Valley, Minnesota 55422
Ph. 800-622-5425 | 763-546-7787
Fax 763-546-5050 | brianam@mnwplay.com

04/28/2021
Quote #100028-01-18

CONSULTANT: BRIANA COHEN

Swenson Park - RFP - D10015B5 - Phase #2 - Installation

Unless already on file, please include a tax exempt certificate upon order entry whether a tax supported government agency or other.

EWf Shipment: order shall deliver within 14 - 21 days after our receipt and acceptance of your purchase order as well as schedule and weather allowing. Bulk material will ship via semi-truck/trailer with a live floor system in trailer which allows driver to deposit EWf directly onto a specific area provided proper access is available. Driver has final say whether the site has proper access. Site restoration is not included and will be the responsibility of the owner/owner's representative. Road restrictions may be in effect and cause delays depending on time of year.

Freight charges: Prepaid & added

Installation: shall be by a Certified GameTime Installer. Customer shall be responsible for scheduling coordination and site preparation. Site should be level and permit installation equipment access. Purchaser shall be responsible for unknown conditions such as buried utilities, tree stumps, bedrock or any concealed materials or conditions that may result in additional labor or material costs.

2021 Projects: Installations, whether for play equipment or other products of our scope as well as the related services that may be included with your project, typically start up around May 1st based on weather conditions, road restrictions, etc. Based on the issues being experienced within our own country, and worldwide, the start of a typical installation year may be jeopardized. Every effort will be made to work with your project time frame but the various shutdowns will have an effect on work performance throughout the year, not just starting up. Please telephone your company contact, or our office, to discuss your project further.





Minnesota / Wisconsin Playground
5101 Highway 55, Suite 6000
Golden Valley, Minnesota 55422
Ph. 800-622-5425 | 763-546-7787
Fax 763-546-5050 | brianam@mnwiplay.com

04/28/2021
Quote #100028-01-18

CONSULTANT: BRIANA COHEN

Swenson Park - RFP - D10015B5 - Phase #2 - Installation

Project Scope:

Please note, installation is based on site being ready prior to our arrival to install play equipment as well as site conditions that have been conveyed to our organization by the owner/owner's representative and/or ideal conditions existing for a timely completion of your project as quoted. Unless addressed prior to the installation quote being issued or specifically mentioned herein, any issues that arise that impede the progress/completion of your project as quoted will result in additional charges.

Weather can change project scheduling in many ways. Take rain for an example. Day, or days, before rain... If weather forecasts show a high percentage chance for rain that will effect the site conditions, a postponement may be in order. Digging holes, laying certain surfacing materials, etc., are greatly affected by weather conditions and work may not begin/continue due to weather forecasts. There's the rain days themselves, which if heavy enough rainfall occurs, makes a site unworkable. Day, or days, after rain... Drying time will be needed after rain and the number of days needed will vary depending on amount of moisture received. One actual rain day may equal multiple delay days depending on work scheduled to be done.

+ INCLUSIONS +

- + One mobilization
- + Public utility locates only
- + Installation of equipment as outlined on quote # 100028-01-17
- + Marking and digging of footings holes to accept direct embedment supports as needed
- + Unpacking of play equipment
- + Assembly of play equipment
- + Concrete for footings as needed
- + Pouring of concrete for footings
- + Engineered wood fiber (EWF) surfacing top off 3"
- + Spreading of EWF
- + Packaging material disposal
- + Construction tape/temporary bracing (as needed)
- + Standard insurance offerings
- + Standard warranty offerings
- + Standard industry accepted labor wages

- EXCLUSIONS -

- Clear access path up to and into play area for installation equipment (minimum of 8-foot wide, includes but not limited to gates, walkways, driveways, etc.)
- Staging area for materials and installation equipment, trailers, etc.
- Unobstructed space for maneuvering installation equipment as well as performing work
- Security fencing of any type
- If fencing is in place (by others), ability to unlock fencing is to be provided to our office a minimum of one week prior to our start
- Private utility locates such as, but not limited to, irrigation, fiber optics, private lighting, etc.
- Accepting, unloading and storage of order(s)/shipment(s) prior to installation. Please note, orders can be packaged/shipped in large crates, pallets, etc., requiring heavy-duty equipment to unload.
- Sitework of any kind such as, but not limited to, grading (play area to have max slope of 1%), site restoration, drainage, etc.
- Removal of existing play equipment, border, safety surfacing, etc.
- Backfill and compaction of backfill after removal of existing items (for footing holes as an example) that leave voids in area (marking and digging of new footing holes based on workable site)
- Digging in compacted sub-surfaces, rock, hard pan, tree roots, unstable soil conditions, etc.
- Restoration of compacted sub-surfaces for playground surfacings such as, but not limited to, poured-in-place rubber, rubber tiles, artificial turf, etc.
- Digging/maneuvering in sand, pea gravel, mud, etc.
- Offsite removal of spoils from footing holes (can be stockpiled near play area for owner/owner's representative removal or spread within play area)
- Removal of temporary braces, caution/construction tape, etc. (Can be removed and disposed of after concrete has cured.)
- Bonding of any type
- Permits of any kind
- Prevailing, Davis Bacon, Union, or similar, wages
- Restroom facilities. Please provide access to restrooms whether within a building or portable style. Should use of site facilities not be available,





Minnesota / Wisconsin Playground
5101 Highway 55, Suite 6000
Golden Valley, Minnesota 55422
Ph. 800-622-5425 | 763-546-7787
Fax 763-546-5050 | brianam@mnwplay.com

04/28/2021
Quote #100028-01-18

CONSULTANT: BRIANA COHEN

Swenson Park - RFP - D10015B5 - Phase #2 - Installation

additional charges will be required to bring on site temporary/portable restrooms. These temporary facilities will be removed once your project has been completed.

- Short term maintenance, check manufacturer's owner's manual recommendations for maintenance and always follow these written instructions. To help set up short (and ongoing) term maintenance, use the first twelve months to regularly check equipment (such as, but not limited to, tightening hardware, checking moving features, etc.). Twelve months allows use in all seasons and will provide a better understanding of what will be necessary for your ongoing maintenance. This short term schedule will be based on the amount of use the play equipment is getting as well as the type of play event that is being played on. Activities with movement have a more dynamic play which can lead to more maintenance due to the nature of the motion but also because these types of play events tend to be more popular. Static features may require less attention during the short term and ongoing maintenance as inspections will determine frequency of maintenance needed for these events. There may be a need for scheduled lower and higher frequency inspections.

- Ongoing maintenance, check manufacturer's owner's manual recommendations for maintenance and always follow these written instructions. After short term maintenance period is done and data is collected for that time period, an ongoing schedule should be implemented. The ongoing maintenance can change with age and greater use. There may be a need for scheduled lower and higher frequency inspections.

Should weekend work be necessary or non-standard hours be worked, please provide a site contact and the best telephone number to reach this person in case an urgent matter arises requiring immediate attention.

(Name) _____
(Cell) _____
(Other Telephone Number) _____

Wet Site Conditions: installation areas located near wetlands, where a high water table exists or in any environment that produces excessive moisture will require additional planning prior to installation of your project. Unless excessively wet conditions have been conveyed prior to installation quote and accounted for in some manner, your installation will not proceed. Ideal dry conditions need to be present to begin, and complete, your project as quoted.

Exclusions: unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of equipment and off-loading; storage of goods prior to installation; equipment assembly and installation; safety surfacing; borders and drainage provisions.

Order Information:

Bill To: _____ Ship To: _____

Company: _____ Project Name: _____

Attn: _____ Attn: _____

Address: _____ Address: _____

City, State, Zip: _____ City, State, Zip: _____

Contact: _____ Contact: _____

Tel: _____ Tel: _____

Fax: _____ Fax: _____





Minnesota / Wisconsin Playground
5101 Highway 55, Suite 6000
Golden Valley, Minnesota 55422
Ph. 800-622-5425 | 763-546-7787
Fax 763-546-5050 | briana@mnwiply.com

04/28/2021
Quote #100028-01-18

CONSULTANT: BRIANA COHEN

Swenson Park - RFP - D10015B5 - Phase #2 - Installation

Acceptance of quotation:

Accepted By (printed): _____ P.O. No: _____

Signature: _____ Date: _____

Title: _____ Phone: _____

Facsimile: _____ Purchase Amount: **\$5,721.00**





Park Advisory Commission Memo

Date: April 1, 2022

Presented to: Park Advisory Commission

Presented by: Alex Saxe, Assistant City Administrator

Department: Administration

Reference: Arbor Day Event

Method: Communication

Background Information:

At the last Park Advisory Commission meeting it was discussed to have staff hold an Arbor Day event. Details are still being finalized. The event will be held on Saturday, April 30 from 10-12 at Goodview Park. Hugo Tree service will be there along with city staff to educate the public on Emerald Ash Borer disease and provide helpful information and resources.



CITY OF WYOMING

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092
Phone: 651-462-0575 Fax: 651-462-0576