



January 7, 2013

RE: Mandatory pre-proposal meeting January 28, 2013.

Greetings from Roseville Parks and Recreation,

As part of its 2012-2016 Parks and Recreation Renewal Program, the City of Roseville intends to invest \$1.6 million in playground improvements at 14 parks in the community. The projects are intended to align with the 2010 Parks and Recreation System Master Plan, a process that gained overwhelming support from the community as it was planned.

The City of Roseville invites qualified Playground Vendors to attend a mandatory pre-proposal meeting regarding the Renewal Program's Playground Projects. Individual vendors may be chosen for all or part of the available projects. The Request for Proposals will be for "turnkey" playground areas including design and neighborhood engagement, furnishing and installing equipment, safety surfacing, amenities, and performing all necessary site work directly related to the play area improvements.

The City will be utilizing the Best Value Procurement method for this contract. A pre-proposal meeting will review the Best Value Process requirements and the details of the Request for Proposals. The final RFP for Playground Vendors will be available no later than January 18, 2013. This letter is NOT the RFP but is only an invitation to the mandatory pre-proposal meeting.

The pre-proposal meeting will take place at Roseville City Hall, 2660 Civic Center Drive, in the Council Chambers from 9:00-12:00 Noon on January 28, 2013. Please RSVP to Jeff Evenson at jeff.evenson@ci.roseville.mn.us or at either phone number listed below.

Only firms attending this mandatory pre-proposal meeting will be eligible to submit a proposal.

Thank you for your interest in this project.

Sincerely,

Jeffrey M. Evenson
Park Superintendent
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