



July 11, 2025

District-Wide Shade Request for Proposals (RFP)

Summary and Project Description:

The Centerville-Washington Park District (CWPD) is issuing a Request for Proposal to add fabric shade structures at our community parks. This proposal outlines a plan to install shade structures over park amenities to enhance public comfort, improve safety, and encourage greater use of park facilities. With growing concerns over sun exposure, heat-related illnesses, and accessibility, the installation of strategically placed shade structures is a critical step toward making the Centerville- Washington Park District a more inclusive, family-friendly, and year-round destination.

Background and Need

CWPD operates 8 community parks. Each Community Park has the following amenities for shade consideration.

- Playground equipment
- Picnic areas
- Walking paths and benches
- Spectator seating at sports fields and courts.

Without shade, many park users are exposed to prolonged periods of direct sunlight, which increases the risk of heat exhaustion and sunburn. Additionally, hot surfaces (e.g., slides, do we have metal slides? or benches) pose safety risks, especially to young children.

Location and Project Details

CWPD has selected 5 different locations for shade. Each submittal must have a solution for shade over the following amenities. Owners Total Project Budget \$350,000.

1. Activity Center Park Playground, Over Swing Bays. Location 221 N Main St, Centerville, OH 45459
2. Iron Horse Park, Over Playground. Location 6161 Millshire Dr, Washington Township, OH 45459
3. Robert F. Mays Park Playground, Over Swing Bays. Location 10553 Paragon Road, Washington Township, OH 45458

937.433.5155



www.cwpd.org



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221 N. Main Street
Centerville, Ohio 45459





4. Shade structures for spectator seating areas at the Oak Grove Park Baseball Complex. Location 1790 E Social Row Rd, Washington Township, OH 45458
 - a. 4 areas shown at Oak Grove Complex in **Appendix A**.
5. Shade Structures at Forest Field Park around or Over the Playground. Location 2100 E Centerville Station Rd, Washington Township, OH 45458

Proposal Submittal

Proposals should include the following:

- Recommend shade types at 5 different park locations.
 - Height and coverage of shade structure. Colors to be selected by Owner
- Project estimate with a line item cost breakdown, some areas may require new concrete pads please indicated if that's included in the cost.
- Timeline for completion, 6-8 months.
- Warranty information for each proposed structure.
- Any cooperative purchasing opportunities including the percentage discount offered through each plan.
- Reference section
 - Description of previous experience with comparable projects
 - Key personnel who would be involved with this project, their previous project experience and qualifications. This information should include any sub-contractors
- Proposals must be submitted by end of day on August 8, 2025 to Nick Meyer at nmeyer@cwpd.org.

Evaluation

The following criteria will be used to evaluate proposals:

- a. Proposal suitability: proposal must include all requirements stated above
- b. Creativity of shade design and amount of shade
- c. Experience and knowledge of product and scope
- d. Ability to meet the established timeline and schedule
- e. Cost estimate based on the details and scope found above

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Appendix B shows examples of shade that Centerville-Washington Park District would like to reference as options for this proposal.

Centerville-Washington Park District Obligations and Rights:

Response to the RFP is entirely voluntary. This RFP does not and shall not commit the Centerville-Washington Park District or any of its agents to enter into any agreement, to pay any costs incurred in the preparation of any response to this RFP, or to procure or contract for any services or supplies.

The Centerville-Washington Park District reserves the right to accept or reject any or all responses to this RFP, to enter into contractual agreement with any individual or company submitting a response to the RFP, or to delay and/or cancel in part or in its entirety this RFP if it is in the best interest of the Centerville-Washington Park District, in its sole opinion, to do so.

Additional Information

Additional information about the Centerville-Washington Park District can be found on our website, www.cwpd.org. If you have any questions regarding this proposal, please contact the park district at (937) 433-5155 or by email at nmeyer@cwpd.org. Proposals may be submitted in person, by mail or emailed by the required deadline.

Sincerely,

Nick Meyer
Planning and Project Manager
221 N. Main St
Centerville, OH 45459

937.433.5155



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Appendix A

Oak Grove Park, 4 areas required to add Shade. CWPDP is open to the discussion of other locations, but must have 4 shade areas proposed within the baseball complex.



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Appendix B

Shade Examples over Playgrounds



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Examples Continued



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Cantilever and Umbrella Shade Examples for Oak Grove



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