

**MASTER AGREEMENT #101625**

**CATEGORY:** Playground, Water Play and Aquatic Equipment, Site Amenities, and Outdoor Fitness Equipment with related Accessories and Services

**SUPPLIER:** Keystone Ridge Designs, Inc.

This Master Agreement (Agreement) is between Sourcewell, a Minnesota service cooperative located at 202 12th Street Northeast, Staples, MN 56479 (Sourcewell) and Keystone Ridge Designs, Inc., 670 Mercer Road, Butler, PA 16001 (Supplier).

Sourcewell is a local government and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) offering a Cooperative Purchasing Program to eligible participating government entities.

Under this Master Agreement entered with Sourcewell, Supplier will provide Included Solutions to Participating Entities through Sourcewell's Cooperative Purchasing Program.

**Article 1:  
General Terms**

The General Terms in this Article 1 control the operation of this Master Agreement between Sourcewell and Supplier and apply to all transactions entered by Supplier and Participating Entities. Subsequent Articles to this Master Agreement control the rights and obligations directly between Sourcewell and Supplier (Article 2), and between Supplier and Participating Entity (Article 3), respectively. These Article 1 General Terms control over any conflicting terms. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

- 1) **Purpose.** Pursuant to Minnesota law, the Sourcewell Board of Directors has authorized a Cooperative Purchasing Program designed to provide Participating Entities with access to competitively awarded cooperative purchasing agreements. To facilitate the Program, Sourcewell has awarded Supplier this cooperative purchasing Master Agreement following a competitive procurement process intended to meet compliance standards in accordance with Minnesota law and the requirements contained herein.
- 2) **Intent.** The intent of this Master Agreement is to define the roles of Sourcewell, Supplier, and Participating Entity as it relates to Sourcewell's Cooperative Purchasing Program.
- 3) **Participating Entity Access.** Sourcewell's Cooperative Purchasing Program Master Agreements are available to eligible public agencies (Participating Entities). A Participating Entity's authority to access Sourcewell's Cooperative Purchasing Program is determined through the laws of its respective jurisdiction.
- 4) **Supplier Access.** The Included Solutions offered under this Agreement may be made available to any Participating Entity. Supplier understands that a Participating Entity's use of this Agreement is at the Participating Entity's sole convenience. Supplier will educate its sales and service forces about

Sourcewell eligibility requirements and required documentation. Supplier will be responsible for ensuring sales are with Participating Entities.

- 5) **Term.** This Agreement is effective upon the date of the final signature below. The term of this Agreement is four (4) years from the effective date. The Agreement expires at 11:59 P.M. Central Time on December 17, 2029, unless it is cancelled or extended as defined in this Agreement.
  - a) **Extensions.** Sourcewell and Supplier may agree to up to three (3) additional one-year extensions beyond the original four-year term. The total possible length of this Agreement will be seven (7) years from the effective date.
  - b) **Exceptional Circumstances.** Sourcewell retains the right to consider additional extensions as required under exceptional circumstances.
- 6) **Survival of Terms.** Notwithstanding the termination of this Agreement, the obligations of this Agreement will continue through the performance period of any transaction entered between Supplier and any Participating Entity before the termination date.
- 7) **Scope.** Supplier is awarded a Master Agreement to provide the solutions identified in RFP #101625 – Category 2 to Participating Entities. In Scope solutions include:
  - a) Benches, picnic tables, bike racks, waste receptacles;
  - b) Dog Park solutions;
  - c) Playground and aquatic surfacing and fall protection;
  - d) Shade coverings; and
  - e) Services and equipment related to the solutions described in Category 2 a-d above, including design-build services, site assessment, site preparation, installation, maintenance or repair, and warranty programs.
- 8) **Included Solutions.** Supplier's Proposal to the above referenced RFP is incorporated into this Master Agreement. Only those Solutions included within Supplier's Proposal and within Scope (Included Solutions) are included within the Agreement and may be offered to Participating Entities.
- 9) **Indefinite Quantity.** This Master Agreement defines an indefinite quantity of sales to eligible Participating Entities.
- 10) **Pricing.** Pricing information (including Pricing and Delivery and Pricing Offered tables) for all Included Solutions within Supplier's Proposal is incorporated into this Master Agreement.
- 11) **Not to Exceed Pricing.** Suppliers may not exceed the prices listed in the current Pricing List on file with Sourcewell when offering Included Solutions to Participating Entities. Participating Entities may request adjustments to pricing directly from Supplier during the negotiation and execution of any transaction.
- 12) **Open Market.** Supplier's open market pricing process is included within its Proposal.

**13) Supplier Representations:**

- i) **Compliance.** Supplier represents and warrants it will provide all Included Solutions under this Agreement in full compliance with applicable federal, state, and local laws and regulations.
  - ii) **Licenses.** As applicable, Supplier will maintain a valid status on all required federal, state, and local licenses, bonds, and permits required for the operation of Supplier's business with Participating Entities. Participating Entities may request all relevant documentation directly from Supplier.
  - iii) **Supplier Warrants.** Supplier warrants that all Included Solutions furnished under this Agreement are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Supplier warrants the Solutions are suitable for and will perform in accordance with the ordinary use for which they are intended.
- 14) **Bankruptcy Notices.** Supplier certifies and warrants it is not currently in a bankruptcy proceeding. Supplier has disclosed all current and completed bankruptcy proceedings within the past seven years within its Proposal. Supplier must provide notice in writing to Sourcewell if it enters a bankruptcy proceeding at any time during the term of this Agreement.
- 15) **Debarment and Suspension.** Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota, the United States federal government, or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Agreement. Supplier further warrants that it will provide immediate written notice to Sourcewell if this certification changes at any time during the term of this Agreement.
- 16) **Provisions for non-United States federal entity procurements under United States federal awards or other awards (Appendix II to 2 C.F.R § 200).** Participating Entities that use United States federal grant or other federal funding to purchase solutions from this Agreement may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may have additional requirements based on specific funding source terms or conditions. Within this Section, all references to "federal" should be interpreted to mean the United States federal government. The following list applies when a Participating Entity accesses Supplier's Included Solutions with United States federal funds.
- i) **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all agreements that meet the definition of "federally assisted construction contract" in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. § 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 C.F.R. § 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor." The equal opportunity clause is incorporated herein by reference.

ii) **DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148).** When required by federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Supplier must comply with all applicable Davis-Bacon Act provisions.

iii) **CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708).** Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies, materials, or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Agreement. Supplier certifies that during the term of an award for all Agreements by Sourcwell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

iv) **RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT.** If the federal award meets the definition of “funding agreement” under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency. Supplier

certifies that during the term of an award for all Agreements by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

v) **CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387).** Contracts and subgrants of amounts in excess of \$150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Supplier certifies that during the term of this Agreement it will comply with applicable requirements as referenced above.

vi) **DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689).** A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. § 180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

vii) **BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352).** Suppliers must file any required certifications. Suppliers must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Suppliers must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Suppliers must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

viii) **RECORD RETENTION REQUIREMENTS.** To the extent applicable, Supplier must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Supplier further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

ix) **ENERGY POLICY AND CONSERVATION ACT COMPLIANCE.** To the extent applicable, Supplier must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

x) **BUY AMERICAN PROVISIONS COMPLIANCE.** To the extent applicable, Supplier must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

xi) **ACCESS TO RECORDS (2 C.F.R. § 200.336).** Supplier agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Supplier that are directly pertinent to Supplier's discharge of its obligations under this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Supplier's personnel for the purpose of interview and discussion relating to such documents.

xii) **PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322).** A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

xiii) **FEDERAL SEAL(S), LOGOS, AND FLAGS.** The Supplier cannot use the seal(s), logos, crests, or reproductions of flags or likenesses of Federal agency officials without specific pre-approval.

xiv) **NO OBLIGATION BY FEDERAL GOVERNMENT.** The U.S. federal government is not a party to this Agreement or any purchase by a Participating Entity and is not subject to any obligations or liabilities to the Participating Entity, Supplier, or any other party pertaining to any matter resulting from the Agreement or any purchase by an authorized user.

xv) **PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS.** The Contractor acknowledges that 31 U.S.C. § 38 (Administrative Remedies for False Claims and Statements) applies to the Supplier's actions pertaining to this Agreement or any purchase by a Participating Entity.

xvi) **FEDERAL DEBT.** The Supplier certifies that it is non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowance, and benefit overpayments.

xvii) **CONFLICTS OF INTEREST.** The Supplier must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Agreement or any aspect related to the anticipated work under this Agreement raises an actual or potential conflict of interest (as described in 2 C.F.R. Part 200). The Supplier must explain the actual or potential conflict in writing in sufficient detail so that the U.S. Office of General Services, Sourcewell, and Participating Entity are able to assess the actual or potential conflict; and provide any additional information as necessary or requested.

xviii) **U.S. EXECUTIVE ORDER 13224.** The Supplier, and its subcontractors, must comply with U.S. Executive Order 13224 and U.S. Laws that prohibit transactions with and provision of resources and support to individuals and organizations associated with terrorism.



xix) **PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT.** To the extent applicable, Supplier certifies that during the term of this Agreement it will comply with applicable requirements of 2 C.F.R. § 200.216.

xx) **DOMESTIC PREFERENCES FOR PROCUREMENTS.** To the extent applicable, Supplier certifies that during the term of this Agreement, Supplier will comply with applicable requirements of 2 C.F.R. § 200.322.

## **Article 2: Sourcewell and Supplier Obligations**

The Terms in this Article 2 relate specifically to Sourcewell and its administration of this Master Agreement with Supplier and Supplier's obligations thereunder.

- 1) **Authorized Sellers.** Supplier must provide Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers which may complete transactions of Included Solutions offered under this Agreement. Sourcewell may request updated information in its discretion, and Supplier agrees to provide requested information within a reasonable time.
- 2) **Product and Price Changes Requirements.** Supplier may request Included Solutions changes, additions, or deletions at any time. All requests must be made in writing by submitting a Sourcewell Price and Product Change Request Form to Sourcewell. At a minimum, the request must:
  - Identify the applicable Sourcewell Agreement number;
  - Clearly specify the requested change;
  - Provide sufficient detail to justify the requested change;
  - Individually list all Included Solutions affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
  - Include a complete restatement of Pricing List with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Included Solutions offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Change Request Form will become an amendment to this Agreement and will be incorporated by reference.

- 3) **Authorized Representative.** Supplier will assign an Authorized Representative to Sourcewell for this Agreement and must provide prompt notice to Sourcewell if that person is changed. The Authorized Representative will be responsible for:
  - Maintenance and management of this Agreement;
  - Timely response to all Sourcewell and Participating Entity inquiries; and
  - Participation in reviews with Sourcewell.

Sourcewell's Authorized Representative is its Chief Procurement Officer.

- 4) **Performance Reviews.** Supplier will perform a minimum of one review with Sourcewell per agreement year. The review will cover transactions to Participating Entities, pricing and terms, administrative fees, sales data reports, performance issues, supply chain issues, customer issues, and any other necessary information.
- 5) **Sales Reporting Required.** Supplier is required as a material element to this Master Agreement to report all completed transactions with Participating Entities utilizing this Agreement. Failure to provide complete and accurate reports as defined herein will be a material breach of the Agreement and Sourcewell reserves the right to pursue all remedies available at law including cancellation of this Agreement.
- 6) **Reporting Requirements.** Supplier must provide Sourcewell an activity report of all transactions completed utilizing this Agreement. Reports are due at least once each calendar quarter (Reporting Period). Reports must be received no later than 45 calendar days after the end of each calendar quarter. Supplier may report on a more frequent basis in its discretion. Reports must be provided regardless of the amount of completed transactions during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

The Report must contain the following fields:

- Participating Entity Name (e.g., City of Staples Highway Department);
- Participating Entity Physical Street Address;
- Participating Entity City;
- Participating Entity State/Province;
- Participating Entity Zip/Postal Code;
- Sourcewell Participating Entity Account Number;
- Transaction Description;
- Transaction Purchased Price;
- Sourcewell Administrative Fee Applied; and
- Date Transaction was invoiced/sale was recognized as revenue by Supplier.

If collected by Supplier, the Report may include the following fields as available:

- Participating Entity Contact Name;
- Participating Entity Contact Email Address;
- Participating Entity Contact Telephone Number;

- 7) **Administrative Fee.** In consideration for the support and services provided by Sourcewell, Supplier will pay an Administrative Fee to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. Supplier will include its Administrative Fee within its proposed pricing. Supplier may not directly charge Participating Entities to offset the Administrative Fee.
- 8) **Fee Calculation.** Supplier's Administrative Fee payable to Sourcewell will be calculated as a stated percentage (listed in Supplier's Proposal) of all completed transactions utilizing this Master Agreement within the preceding Reporting Period. For certain categories, a flat fee may be proposed. The Administrative Fee will be stated in Supplier's Proposal.
- 9) **Fee Remittance.** Supplier will remit fee to Sourcewell no later than 45 calendar days after the close of the preceding calendar quarter in conjunction with Supplier's Reporting Period obligations



defined herein. Payments should note the Supplier's name and Sourcewell-assigned Agreement number in the memo; and must be either mailed to Sourcewell above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions.

- 10) **Noncompliance.** Sourcewell reserves the right to seek all remedies available at law for unpaid or underpaid Administrative Fees due under this Agreement. Failure to remit payment, delinquent payments, underpayments, or other deviations from the requirements of this Agreement may be deemed a material breach and may result in cancellation of this Agreement and disbarment from future Agreements.
- 11) **Audit Requirements.** Pursuant to Minn. Stat. § 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by Sourcewell and the Minnesota State Auditor for a minimum of six years from the end of this Agreement. Supplier agrees to fully cooperate with Sourcewell in auditing transactions under this Agreement to ensure compliance with pricing terms, correct calculation and remittance of Administrative Fees, and verification of transactions as may be requested by a Participating Entity or Sourcewell.
- 12) **Assignment, Transfer, and Administrative Changes.** Supplier may not assign or otherwise transfer its rights or obligations under this Agreement without the prior written consent of Sourcewell. Such consent will not be unreasonably withheld. Sourcewell reserves the right to unilaterally assign all or portions of this Agreement within its sole discretion to address corporate restructurings, mergers, acquisitions, or other changes to the Responsible Party and named in the Agreement. Any prohibited assignment is invalid. Upon request Sourcewell may make administrative changes to agreement documentation such as name changes, address changes, and other non-material updates as determined within its sole discretion.
- 13) **Amendments.** Any material change to this Agreement must be executed in writing through an amendment and will not be effective until it has been duly executed by the parties.
- 14) **Waiver.** Failure by Sourcewell to enforce any right under this Agreement will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right.
- 15) **Complete Agreement.** This Agreement represents the complete agreement between the parties for the scope as defined herein. Supplier and Sourcewell may enter into separate written agreements relating specifically to transactions outside of the scope of this Agreement.
- 16) **Relationship of Sourcewell and Supplier.** This Agreement does not create a partnership, joint venture, or any other relationship such as employee, independent contractor, master-servant, or principal-agent.
- 17) **Indemnification.** Supplier must indemnify, defend, save, and hold Sourcewell, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees incurred by Sourcewell, arising out of any act or omission in the performance of this Agreement by the Supplier or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in design, condition, or performance of Included

Solutions under this Agreement. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law.

18) **Data Practices.** Supplier and Sourcewell acknowledge Sourcewell is subject to the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. As it applies to all data created and maintained in performance of this Agreement, Supplier may be subject to the requirements of this chapter.

19) **Grant of License.**

a) **During the term of this Agreement:**

i) **Supplier Promotion.** Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use the trademark(s) provided to Supplier by Sourcewell in advertising, promotional materials, and informational sites for the purpose of marketing Sourcewell's Agreement with Supplier.

ii) **Sourcewell Promotion.** Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising, promotional materials, and informational sites for the purpose of marketing Supplier's Agreement with Sourcewell.

b) **Limited Right of Sublicense.** The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers, resellers, marketing representatives, partners, or agents (collectively "Permitted Sublicensees") in advertising, promotional, or informational materials for the purpose of marketing the Parties' relationship. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this section by any of their respective sublicensees.

c) **Use; Quality Control.**

i) Neither party may alter the other party's trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.

ii) Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's trademarks only in good faith and in a dignified manner consistent with such party's use of the trademarks. Each party may make written notice to the other regarding misuse under this section. The offending party will have 30 days of the date of the written notice to cure the issue or the license/sublicense will be terminated.

d) **Termination.** Upon the termination of this Agreement for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

20) **Venue and Governing law between Sourcewell and Supplier Only.** The substantive and procedural laws of the State of Minnesota will govern this Agreement between Sourcewell and Supplier. Venue for all legal proceedings arising out of this Agreement between Sourcewell and Supplier will be in

court of competent jurisdiction within the State of Minnesota. This section does not apply to any dispute between Supplier and Participating Entity. This Agreement reserves the right for Supplier and Participating Entity to negotiate this term to within any transaction documents.

- 21) **Severability.** If any provision of this Agreement is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Agreement is capable of being performed, it will not be affected by such determination or finding and must be fully performed.
- 22) **Insurance Coverage.** At its own expense, Supplier must maintain valid insurance policy(ies) during the performance of this Agreement with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:
- a) **Commercial General Liability Insurance.** Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Agreement.
    - \$1,500,000 each occurrence Bodily Injury and Property Damage
    - \$1,500,000 Personal and Advertising Injury
    - \$2,000,000 aggregate for products liability-completed operations
    - \$2,000,000 general aggregate
  - b) **Certificates of Insurance.** Prior to execution of this Agreement, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Agreement. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or provided to in an alternative manner as directed by Sourcewell. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf. Failure of Supplier to maintain the required insurance and documentation may constitute a material breach.
  - c) **Additional Insured Endorsement and Primary and Non-contributory Insurance Clause.** Supplier agrees to list Sourcewell, including its officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Supplier, and products and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.
  - d) **Waiver of Subrogation.** Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Agreement or other insurance applicable to the Supplier or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its

subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

- e) **Umbrella/Excess Liability/SELF-INSURED RETENTION.** The limits required by this Agreement can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.
- 23) **Termination for Convenience.** Sourcewell or Supplier may terminate this Agreement upon 60 calendar days' written notice to the other Party. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.
- 24) **Termination for Cause.** Sourcewell may terminate this Agreement upon providing written notice of material breach to Supplier. Notice must describe the breach in reasonable detail and state the intent to terminate the Agreement. Upon receipt of Notice, the Supplier will have 30 calendar days in which it must cure the breach. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.

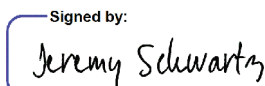
### **Article 3: Supplier Obligations to Participating Entities**

The Terms in this Article 3 relate specifically to Supplier and a Participating Entity when entering transactions utilizing the General Terms established in this Master Agreement. Article 1 General Terms control over any conflict with this Article 3. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

- 1) **Quotes to Participating Entities.** Suppliers are encouraged to provide all pricing information regarding the total cost of acquisition when quoting to a Participating Entity. Suppliers and Participating Entities are encouraged to include all cost specifically associated with or included within the Suppliers proposal and Included Solutions within transaction documents.
- 2) **Shipping, Delivery, Acceptance, Rejection, and Warranty.** Supplier's proposal may include proposed terms relating to shipping, delivery, inspection, and acceptance/rejection and other relevant terms of tendered Solutions. Supplier and Participating Entity may negotiate final terms appropriate for the specific transaction relating to non-appropriation, shipping, delivery, inspection, acceptance/rejection of tendered Solutions, and warranty coverage for Included Solutions. Such terms may include, but are not limited to, costs, risk of loss, proper packaging, inspection rights and timelines, acceptance or rejection procedures, and remedies as mutually agreed include notice requirements, replacement, return or exchange procedures, and associated costs.
- 3) **Applicable Taxes.** Participating Entity is responsible for notifying supplier of its tax-exempt status and for providing Supplier with any valid tax-exemption certification(s) or related documentation.
- 4) **Ordering Process and Payment.** Supplier's ordering process and acceptable forms of payment are included within its Proposal. Participating Entities will be solely responsible for payment to Supplier and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

- 5) **Transaction Documents.** Participating Entity may require the use of its own forms to complete transactions directly with Supplier utilizing the terms established in this Agreement. Supplier's standard form agreements may be offered as part of its Proposal. Supplier and Participating Entity may complete and document transactions utilizing any type of transaction documents as mutually agreed. In any transaction document entered utilizing this Agreement, Supplier and Participating Entity must include specific reference to this Master Agreement by number and to Participating Entity's unique Sourcewell account number.
- 6) **Additional Terms and Conditions Permitted.** Participating Entity and Supplier may negotiate and include additional terms and conditions within transaction documentation as mutually agreed. Such terms may supplant or supersede this Master Agreement when necessary and as solely determined by Participating Entity. Sourcewell has expressly reserved the right for Supplier and Participating Entity to address any necessary provisions within transaction documents not expressly included within this Master Agreement, including but not limited to transaction cancellation, dispute resolution, governing law and venue, non-appropriation, insurance, defense and indemnity, force majeure, and other material terms as mutually agreed.
- 7) **Subsequent Agreements and Survival.** Supplier and Participating Entity may enter into a separate agreement to facilitate long-term performance obligations utilizing the terms of this Master Agreement as mutually agreed. Such agreements may provide for a performance period extending beyond the full term of this Master Agreement as determined in the discretion of Participating Entity.
- 8) **Participating Addendums.** Supplier and Participating Entity may enter a Participating Addendum or similar document extending and supplementing the terms of this Master Agreement to facilitate adoption as may be required by a Participating Entity.

Sourcewell

Signed by:  
  
 C0FD2A139D06489...


By: \_\_\_\_\_

Jeremy Schwartz

Title: Chief Procurement Officer

Date: 12/17/2025 | 1:05 PM CST

Keystone Ridge Designs, Inc.

Signed by:  
  
 3B32897D8D5B4FC...

By: \_\_\_\_\_

Abigail Austin

Title: Project Manager & Digital Initiatives

Date: 12/17/2025 | 12:40 PM CST

# RFP 101625 - Playground, Water Play and Aquatic Equipment, Site Amenities, and Outdoor Fitness Equipment with related Accessories and Services

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## Vendor Details

Company Name: Keystone Ridge Designs, Inc.

Does your company conduct business under any other name? If yes, please state: Keystone Ridge Designs

Address: 670 Mercer Road  
Butler, PA 16001

Contact: Abigail Austin

Email: a.austin@keystoneridgedesigns.com

Phone: 724-284-1213 245

Fax: 724-284-1253

HST#: 251775682

## Submission Details

Created On: Monday September 08, 2025 14:28:35

Submitted On: Thursday October 16, 2025 10:19:35

Submitted By: Abigail Austin

Email: a.austin@keystoneridgedesigns.com

Transaction #: 11035886-083f-4f48-9163-06bd1cf41f5f

Submitter's IP Address: 147.243.189.8

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## Specifications

**Table 1: Proposer Identity & Authorized Representatives (Not Scored)**

**General Instructions** (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond “N/A” if the question does not apply to you (preferably with an explanation).

Table 1 Specific Instructions. Sourcewell requires identification of all parties responsible for providing Solutions under a resulting master agreement(s) (Responsible Supplier). Proposers are strongly encouraged to include all potential Responsible Suppliers including any corporate affiliates, subsidiaries, D.B.A., and any other authorized entities within a singular proposal. All information required under this RFP must be included for each Responsible Supplier as instructed. Proposers with multiple Responsible Supplier options may choose to respond individually as distinct entities, however each response will be evaluated individually and only those proposals recommended for award may result in a master agreement award. Unawarded entities will not be permitted to later be added to an existing master agreement through operation of Proposer’s corporate organization affiliation.

Line Item	Question	Response *	
1	Provide the legal name of the Proposer authorized to submit this Proposal.	Keystone Ridge Designs, Inc.	*
2	In the event of award, is this entity the Responsible Supplier that will execute the master agreement with Sourcewell? Y or N.	Y	*
3	Identify all subsidiaries, D.B.A., authorized affiliates, and any other entity that will be responsible for offering and performing delivery of Solutions within this Proposal (i.e. Responsible Supplier(s) that will execute a master agreement with Sourcewell).	none	*
4	Provide your CAGE code or Unique Entity Identifier (SAM):	F5V9GKKX3A65	*
5	Provide your NAICS code applicable to Solutions proposed.	337127	
6	Proposer Physical Address:	670 Mercer Rd Butler, PA 16001	*
7	Proposer website address (or addresses):	<a href="https://www.keystoneridgedesigns.com">https://www.keystoneridgedesigns.com</a>	*
8	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the “Proposer’s Assurance of Compliance” on behalf of the Proposer):	Abigail Austin Project Manager & Digital Initiatives 670 Mercer Rd Butler, PA 16001 a.austin@keystoneridgedesigns.com 724-284-1213 ext. 245	*
9	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Abigail Austin Project Manager & Digital Initiatives 670 Mercer Rd Butler, PA 16001 a.austin@keystoneridgedesigns.com 724-284-1213 ext. 245	*
10	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	none	*

**Table 2A: Financial Viability and Marketplace Success (50 Points, applies to Table 2A and 2B)**

Line Item	Question	Response *
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11	<p>Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested Solutions.</p>	<p>Keystone Ridge Designs was founded in 1995 by an entrepreneurial family seeking to establish a presence as an expert manufacturer of original powder-coated site furniture designs. Design, Originality, and Expertise were the mantra. However, in the years and even decades before, what laid the groundwork was the perseverance of the founders, Carl and Nancy Slear, to take risks, work hard, and have faith. From successful business ventures in the construction industry to navigating unexpected market and economic challenges, the family leaders set an early example of how to make tough choices and seize strategic business opportunities.</p> <p>Having always been passionate about nature and the outdoors, Carl realized a perfect combination of expertise and passion when a partnership evolved to build playground equipment for a large client. Furnishing the outdoors and creating beautiful custom landscapes became the central focus that launched Keystone Ridge Designs in 1995. Starting with a relentless passion for quality and long-term durability, it was then that operations shifted from playgrounds to manufacturing commercial-grade steel site furnishings for public spaces.</p> <p>Our primary expertise directly supports Sourcewell RFP 101625 Category 2 by providing a comprehensive line of Site Amenities that enhance public and recreational areas. Our core products include:</p> <p>OUTDOOR SEATING: A diverse collection of benches (flat, with back, curved, and memorial options), table sets (picnic, bar, umbrellas, and patio styles), and chairs (dining, bar, and lounge).</p> <p>WASTE MANAGEMENT: High-capacity litter receptacles, recycling receptacles, and ash urns.</p> <p>TRANSPORTATION/SAFETY SOLUTIONS: Secure bicycle racks, bollards, and leaning rails.</p> <p>SPECIALTY ITEMS: Durable planters and children's furniture.</p> <p>Within the formative years of Keystone Ridge Designs, product design, manufacturing and sales operations were all brought entirely in-house. This ownership of all aspects of the business continues today and has created a pride in what we do and a passion for how it's done. A desire for continuous improvements and manufacturing efficiencies led to establishing our own trademarked Keyshield™ powder coating line, launching over 45 patented product designs, acquiring cutting-edge equipment, and building new, larger production facilities.</p> <p>Our passion fuels us to research industry trends, discover new manufacturing technology, enjoy insightful conversations with our clients, and inspire better public spaces. Additional passions go out beyond our walls to support local non-profits, help families in need and give back to our community. Whether we are building a bench or organizing a food drive, every Keystone Ridge Designs team member is encouraged to find their passion to make a difference through quality service and a servant's heart.</p> <p>Our dedicated employees are what turns our visions reality. The right people, in the right places, sharing their passions and discovering their unique talents – that is the foundation of a successful business and what has made the past 30 years of Keystone Ridge Designs a success. Our people are passionate and our passion is our people. From welding a litter receptacle to answering the phone – the members of our team work with passion and take pride in our products. We know we are doing more than just providing excellent site furnishings, we are employing great people, supporting a community and their families, and building our local economy as an American manufacturer.</p> <p>In the year of our 30th anniversary, 2025 has presented us with no shortage of challenges to throw at us. However, we've continued to be successful in making tough decisions, smart moves, and quick pivots with technology. Most importantly, we recognize the opportunities that lie ahead and are grounded in faith. The outdoors are more critical than ever, and the usage of public spaces is changing. We are here every step of the way to change with it. With custom-made-to-order manufacturing, we have collaborated on numerous innovative outdoor spaces to meet the market exactly where it is and inspire the future of landscape design.</p> <p>Today, our mission is straightforward: to deliver excellence. In doing so, we are guided by our core values of culture, quality, expertise, trust, responsibility, and passion. We remain vigilant in following trends, taking calculated risks, and being flexible to adapt. The adversity of a changing marketplace motivates us to push the boundaries of outdoor furnishings even further. Even after 30 years, we continue to build upon the foundations on which our company was established – Design, Originality, and Expertise.</p>
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12	What are your company's expectations in the event of an award?	<p>We work with more than 3,500 accounts within the government and education sector, providing essential outdoor furnishings for playgrounds, streetscapes, parks, school campuses, and more. We often receive inquiries from the public sector regarding whether we are on specific government or co-op contracts. In surveying our sales team, Sourcewell is one of the frequently mentioned contract clients bring up in conversations about contract purchasing.</p> <p>Not having a Sourcewell contract is an objection we frequently encounter when proceeding with a sales order, and the absence of this contract has led to missed opportunities. It has sometimes led to clients being unable to purchase their preferred items from our collection and having to settle for a lesser quality option or endure a significantly longer bidding process to obtain our goods. Our expectations in the event of an award would be for immediate positive feedback from many of our existing clients in the public sector.</p> <p>We expect it to help our clients streamline their purchasing process of our site furnishings, which they know and trust, and easily earn them discounted pricing. This would not only serve our existing client base but also secure new orders we are currently unable to obtain due to low bids or a lack of a contract. We also see significant opportunities to utilize multiple outlets to advertise the contract to our existing database, as well as external database sources of public projects. Based on our marketing efforts and sales reach, our best estimate is that it will increase our public sector business by 10-15%. In addition, we currently view the public sector in Canada as a large potential market that we've only just begun to tap into and further explore; we plan to utilize the contract to find and market to more government and education entities in Canada.</p>	*
13	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response. DO NOT PROVIDE ANY TAX INFORMATION OR PERSONALLY IDENTIFIABLE INFORMATION.	<p>As a privately held company, we maintain our privacy as expected by such companies and do not disclose the finer details of our confidential financial information to any clients or for any other contracts. We know that this could be an inconvenience in situations such as this, but we can make assurances that as a company with over 30 years of successful business growth, we have maintained financial stability and strength with net-positive operations and sustained multi-million-dollar annual sales. With well over 25,000 past customers across the country serving markets such as shopping centers, amusement parks, college campuses, K12 school buildings, parks, streetscapes, housing developments, healthcare facilities, office complexes and various other public spaces, our track record is consistently proven with the beautiful installations our products create, the happy clients we serve, and the repeat business we get.</p> <p>To further support our financial strength, we have uploaded a certificate of insurance, reference letters from bank contacts, a past certificate of good standing from our home state of Pennsylvania, vendor references, and references from our outside accounting firm.</p> <p>Our made-to-order manufacturing, lean operations, and standard client payment terms ensure a steady cash flow and a predictable production schedule. The efficient management of our business operations has led to our financial stability, steady, predictable manufacturing and employment, controlled company sales growth, and reliable customer service. Our reliability as a contract holder is also evident by our receipt of awards from numerous other state and purchasing cooperative contracts that hold and have managed for many years including: Pennsylvania COSTARS, New York State Government Contract, New Jersey State Government Contract, TIPS-USA, OMNIA Partners, and NASPO. Sourcewell would be a most welcome addition to our contract family, and we know already that many of our clients would prefer it.</p>	*
14	What is your US market share for the Solutions that you are proposing?	<p>Most companies in our industry segment are privately held, so we are unable to evaluate competitive sales data or market share. While we don't have an exact figure, we believe ourselves to be among the top three to four suppliers of commercial site furniture, with an approximate 10% market share. We do, however, hold over 45 design patents, offer customizations not available by our peers, and have an exclusive line of children's site furniture that is unique to our company. Since we do not work through distributors, we are confident that many of our designs, outdoor solutions, and unique industry-specific solutions can only be purchased directly through Keystone Ridge Designs.</p>	*
15	What is your Canadian market share for the Solutions that you are proposing?	<p>The majority of our business is within the United States market; however, we also market and sell to Canada through various trade organizations and direct marketing initiatives. We also have a dedicated Territory Sales Manager who is responsible for handling all orders and inquiries from Canada. Exact market share cannot be determined among privately held companies in our industry; however, our current estimated market share is below 3%. We view the Sourcewell contract as an opportunity to expand our outreach and exposure in Canada by promoting the contract, which we believe will only expand our market share there.</p>	*

16	Disclose all current and completed bankruptcy proceedings for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcewell if it enters a bankruptcy proceeding at any time during the pendency of this RFP evaluation.	None.	*
17	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer the question that best applies to your organization, either a) or b). a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	We are a sole-source American manufacturer. To maintain our high standards of quality, consistent customer service, and product knowledge, we do not work through any resellers, distributors, or dealer networks. All of our sales are conducted directly through our in-house team of expert sales consultants, located at our headquarters facilities in Butler, PA. These individuals are direct employees of Keystone Ridge Designs, managed by a Keystone Ridge Designs National Sales Manager, and no third parties are involved. Having all sales staff located in one location enables a relationship of trust, collaboration, product expertise, and team unity, while also providing a direct line of communication with our on-site production facilities and upper management. This enables us to provide our clients with timely updates and information in full. Each fully-trained sales representative has dedicated states in which they are responsible for servicing clients with pricing quotes, product information, and other means of attentive customer service through phone, email, and onsite visits as feasible.	*
18	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	Not applicable.	*
19	Disclose all current and past debarments or suspensions for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcewell if it enters a debarment or suspension status any time during the pendency of this RFP evaluation.	None.	*

20	Describe any relevant industry awards or recognition that your company has received in the past five years.	<p>We are actively involved in numerous industry trade organizations such as the American Society of Landscape Architects (ASLA), the International Council of Shopping Centers (ICSC), and the National Main Street Center, where we are recognized as a key sponsor or exhibitor. We also stay involved locally, participating in an annual What's So Cool About Manufacturing video contest for high school students, where our company has received regional recognition.</p> <p>In addition, over the years, many of the projects in which our products have been included have garnered various awards and recognition for their design. Our contribution to the success of these projects can be found on our blog, specifically within our 'Project Highlight' articles.</p> <p>One key 'Project Highlight' focuses on our partnership with Kite Realty Group and the University of Notre Dame to furnish Eddy Street Commons, a multi-use development designed to be a walkable and welcoming 'college town' that serves a diverse mix of students, faculty, visitors, and residents. Keystone Ridge Designs supplied a consistent collection of customized benches, litter receptacles, and bike racks through the various phases of the Eddy Street Commons development to ensure a cohesive look. This collaboration was instrumental in creating a vibrant and functional streetscape that contributed to the project's Merit Award in the Neighborhood, District, and Corridor category of the 2024 CNU Charter Awards.</p> <p>Keystone Ridge Designs also partnered with the City of Fullerton, CA, to restore and preserve its historic transit center. We designed and manufactured custom benches, bike racks, and signage to harmonize with the historic aesthetic. This project received recognition through Governor Gavin Newsom's Clean California Initiative, which aims to transform and beautify public spaces. The project was completed, and a ribbon-cutting ceremony took place in 2025.</p> <p>Another example is The Tracks at Brea project in Brea, California. The project included our benches, trash cans, and table sets, and has received multiple awards, including:</p> <p>2017 ASCE Orange County, Bikeways &amp; Trails Project of the Year  2018 ASLA Southern California, Honor Award  2018 APWA Southern California, B.E.S.T. Project Award (Recreation and Athletic Facilities)  2019 California Trails and Greenways Conference, Merit Award - Development</p> <p>Our products were featured in the Mission Cove project in Oceanside, California. At the San Diego Housing Federation Ruby Awards, the Mission Cove project received honors for New Project of the Year for its inclusion of 10,500 square feet of retail space, 8,700 square feet of open community space, and outdoor amenities, as designed by Keystone Ridge Designs.</p>	*
21	What percentage of your sales are to the governmental sector in the past three years?	45%	*
22	What percentage of your sales are to the education sector in the past three years?	20%	*
23	List all state, cooperative purchasing agreements that you hold. What is the annual sales volume for each of these agreement over the past three years?	<p>Our current, active contracts include:</p> <p>New Jersey Contract Title: T-0103 Park and Playground Equipment  2022 - \$91,020  2023 - \$213,065  2024 - \$0 (NJS State closed and then renewed this contract with a different facilitating administrator this year)  2025- Ongoing - Currently \$25,600</p> <p>Pennsylvania COSTARS-14 Re-bid Recreational &amp; Fitness Equipment  2022 - \$217,592  2023 - \$131,984  2024 - \$204,560  2025- Ongoing - Currently \$652,054</p> <p>National Purchasing Cooperative Contracts (TIPS, OMNIA Partners, NASPO) Sales Totals:  2022 - \$149,187  2023 - \$465,425  2024 - \$722,247  2025 - Ongoing - Currently \$258,923</p>	*
24	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	None. Although we do not currently hold a GSA contract, we are making its acquisition a key priority and will be actively pursuing it in 2026.	*

Table 2B: References/Testimonials

Line Item 25. Supply reference information from three customers who are eligible to be Sourcewell participating entities.

Entity Name *	Contact Name *	Phone Number *	
City of Fullerton - Fullerton, CA	Taylor Samuelson - Taylor.Samuelson@cityoffullerton.com David Grantham - David.Grantham@cityoffullerton.com	Taylor - (714) 738-5381 David - (714) 738-6853	*
Penn State University - University Park, PA	Thomas P. Flynn - tpf2@psu.edu	(814) 863-4531	*
New York City Parks and Recreation – Corona, NY	Ruby Wei - ruby.wei@parks.nyc.gov	(718) 760-6655	*
City of Aurora Parks, Recreation and Open Space Department - Aurora, CO	M. Trent Woolley -mwoolley@auroragov.org	(303) 739-7174	
Virginia Commonwealth University - Richmond, VA	Jason Strohman - jstrohman@vcu.edu	(804) 828-9238	

Table 3: Ability to Sell and Deliver Solutions (150 Points)

Describe your company’s capability to meet the needs of Sourcewell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *	
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26	Sales force.	<p>We have a complete in-house team of sales staff and sales support employees that operate out of our headquarter offices in Butler, PA, where we also design and manufacture all of our products. All involved parties are direct employees of Keystone Ridge Designs. By managing our own dedicated sales force all from one building and not working through dealer networks or other third parties, it ensures a complete focus on our product line, a culture of collaboration, and a deep product knowledge base through regular training and direct access to our production and management teams. Because of this sales structure, we are able to offer immediate response times to incoming calls, emails, and online chats, and our pricing quotes are typically turned around within 24 hours.</p> <p>Our sales strategy divides the US and Canada into six sales regions: Northeast, Southeast, Central, West, and the Pacific. Each of these regions has a dedicated Territory Manager focused on sales and relationship building within all market segments, who reports to our National Sales Manager. The sales process is also supported by a diverse team of specialists who assist with various necessary behind-the-scenes sales functions, including quoting, shipping, lead generation, online sales, customer service, marketing, literature fulfillment, and more.</p> <p>At Keystone Ridge Designs, our sales force is an expertly trained team of 25 dedicated employees, each equipped to handle inquiries from diverse industries and throughout all stages of the design and build process. Our strength lies in how we leverage our internal systems to deliver exceptional service and seamless project management.</p> <p>Our team is trained to master our advanced ERP system and CRM databases. These powerful tools are the backbone of our sales operations, providing our team with quick insights into account history, real-time access to order status, and comprehensive customer data. By utilizing these systems, our sales team can efficiently perform critical functions that streamline the entire sales process, including:</p> <ul style="list-style-type: none"> <li>• Quickly generating accurate quotes and orders</li> <li>• Tracking and managing order history</li> <li>• Recording all account activity for complete transparency</li> <li>• Promptly schedule customer follow-ups</li> <li>• Reporting sales data for continuous improvement</li> </ul> <p>This integrated approach ensures our team is always prepared, informed, and capable of providing the highest level of service and support to every client.</p> <p>Our newly optimized website serves additional sales support functions through live chat features, listed pricing, online information request forms, and detailed downloadable product data. During non-business hours, entities can send requests or questions directly to our sales department email at sales@krdusa.com or our online Request Button. The information will be reviewed by our team, and a representative will be in touch as soon as possible, typically within one business day. In addition, our customers can now access their quotes, orders, invoices, and have access to customer support through their online account portal.</p>
27	Describe the network of Authorized Sellers who will deliver Solutions, including dealers, distributors, resellers, and other distribution methods.	<p>In order to maintain the high level of quality customer service and dedicated product knowledge of our sales staff, we made a conscious decision many years ago to bring all sales and operations entirely in-house and not work through any dealer networks or distributors. Any representative you speak to about Keystone Ridge Designs is a direct employee of the organization and remains fully committed to furnishing public spaces with our durable, patented line of site furnishings. This sales strategy has always given us a competitive edge with fully-trained team members who are experts in our product line and have a direct line of communication with the production and management teams.</p>
28	Service force.	<p>Our products ship fully assembled, complete with easy-to-follow installation instructions. In addition, virtually no maintenance is required for our site furnishings to continue to function as needed. For these reasons, we do not offer installation or on-site service of our products. This has never been an issue for any of our clients, as they find installation and maintenance to be easily handled on their own or by their contractors. One of the defining characteristics of our furniture in this regard is that over 95% of our products arrive "ready-to-place" and require little more from our clients than securing it in place, if they wish.</p> <p>Nonetheless, we have an excellent customer service department that handles any onsite concerns, warranty questions, shipping issues, or damage situations that arise with our products after they have shipped. Our customer service team is comprised of responsive individuals, fully trained on our complete product line, and located at our headquarters in Butler, PA. In addition, our robust website allows for submitting questions online 24/7 or engaging in live chat with a Keystone Ridge Designs direct representative. When repairs or returns are needed and under warranty, we handle the pickup, repairs, and re-delivery. We proudly offer a 20-year structural warranty on our products and have a reputation for customer satisfaction.</p>

29	<p>Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.</p>	<p>All orders are processed and managed in-house directly through Keystone Ridge Designs. We do not work through any dealer networks. Our order process is as follows:</p> <p>After consulting with the Territory Manager and reviewing our product catalog or website, the customer provides product selections to the Territory Manager. Once the selections are made, a detailed formal quotation is created with the requested items, pricing, discounts, shipping, packaging information, and all of our terms and conditions. This is sent to the client for review and approval by their Territory Manager. To officially place the order, we then require a sign-off on the quotation and product verification documents (ensuring the client gets exactly what they expect). Once the information is confirmed and the signed quote is received, the order is placed into our production schedule, and an estimated ship date is assigned. All of this information is then sent to the customer and presented to them with their final sales order. Our typical lead time is 10-12 weeks. Once an order is manufactured, the products are packaged and shipped. After shipment, payment is due Net 30. Throughout the order process, our finance team oversees the process and utilizes the features of our integrated ERP system to track the order history and tag it as a searchable Sourcewell order. This will allow us to easily pull data on total sales for reporting purposes and historical reference. The contract administrator will schedule reminders to provide the quarterly reports in a timely fashion. This is a process we are familiar with from working on the other state contracts with similar reporting requirements and have never failed to provide on time.</p>
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30	<p>Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.</p>	<p>Our company is equipped to ensure client satisfaction from initial inquiry to product delivery and beyond. Each territory manager is tasked with positive client engagement and superior sales relation performance and is overseen by our National Director of Sales, and COO. Our sales team of more than 12 representatives are available to field phone calls or online submissions, our customer service team is readily available during business hours Monday-Friday 8:30 am - 5:00 pm EST at 800-284-8208. All requests are handled in the order in which they are received, and responses are given within a 24-hour turnaround.</p> <p>Quality Management and Lean Manufacturing practices are foundational to preventing service and customer service issues by eliminating the root causes of problems rather than just reacting to them. Our quality system is rooted in the methodology of the Five S's of Lean Manufacturing and based on the principles of Project Management, encompassing four distinct phases of process: concept, development, planning, and procedures to ensure consistent assurance and control over the quality of our products. Within our manufacturing plant, each employee is tasked with quality control in their individual areas and tasks before sending any part or group of parts to its next designated area. In addition, each deliverable is reviewed by qualified personnel at every major step in our production chain (cut, build/weld, clean, coat, and final assembly) before the final product release. Finally, we maintain strict adherence to detailed product specifications and CAD/3-D documents throughout the manufacturing process to ensure consistent product design and quality. Product quality checks are integrated throughout each step of our process to ensure that we catch any inconsistencies or issues in workmanship as soon as possible in the chain.</p> <p>Our management structure aligns with the quality management systems (QMS) used by the industry. This structure enables us to maintain the consistent quality of our products and deliver superior customer service and client relations. Due to the integration of quality control measures throughout our process(es), our oversight comprises area leaders who continually monitor their processes and report to the Plant Manager, who is specifically tasked with ensuring quality control of products. The final review and oversight of our production line is through our Chief Production Officer (CPO).</p> <p>To further eliminate possible service issues or installation confusion, the majority of our products are packaged and shipped fully assembled with easy installation instructions provided. If products show any signs of failure after being delivered, we guarantee product satisfaction through repair or replacement at no cost for products as per our warranty. We believe in the quality of our products, so any concerns beyond the warranty period are handled on a case-by-case basis and discussed with management to ensure customer satisfaction and an appropriate resolution. Due to our commitment to the integrity of our products, we offer a best-in-class 20-year structural warranty (at no additional cost) that protects against the structural failure of our steel-manufactured products, providing our customers with added security beyond the standard three-year warranty.</p> <p>Our commitment to service excellence is also embodied throughout our advanced, fully integrated operational systems. Our entire workforce has access to real-time data from our robust Enterprise Resource Planning (ERP) and Customer Relationship Management (CRM) systems, providing complete transparency throughout the entire quote-to-cash cycle. This unified platform enables our team to access detailed, order-specific information instantly, quickly determining an order's status in the manufacturing process and providing insight into manufacturing problems, opportunities, and efficiencies. This system visibility, combined with our integrated staff approach and ground-up access to leadership, fully equips our service professionals to make timely adjustments and updates, ensuring swift resolutions of customer service issues from the initial quote through the final delivery and payment processes.</p>
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31	Describe your ability and willingness to provide your products and services to Sourcewell participating entities.	<p>Keystone Ridge Designs is fully capable and willing to provide our products to Sourcewell participating entities nationwide, as we already do with our own clients and clients gleaned from other cooperatives. Our proven presence, significant recent capital investments, and adoption of cutting-edge technology ensure we are positioned to deliver exceptional value and scale to meet the demands of a successful Sourcewell contract.</p> <p>Our operational infrastructure has been strategically designed to support initiatives such as Sourcewell's national scope and its various entities. Our ability is rooted in a proven public sector footprint, as sales currently account for 65% of our U.S. sales and serve over 3,500 customer accounts, demonstrating our deep understanding of this market. We've invested heavily in scalability: the construction and continual expansion of new, larger production facilities over the past 8 years have significantly increased our capacity and production efficiencies, ensuring we can handle the increased volume of a national Sourcewell contract. Furthermore, our commitment to productivity is ongoing, with plans to incorporate cooperative robotics this year to further accelerate and optimize our manufacturing process.</p> <p>Every member of our workforce is equipped with current, unified data, thanks to the integration of our advanced Enterprise Resource Planning (ERP) and Customer Relationship Management (CRM) systems. This powerful platform provides unobstructed visibility into the entire production (and sales) transaction process. This comprehensive insight empowers our service professionals to instantly check order status and quickly resolve any issues from initial request to final receipt and payment. Digitally, we are launching a new website featuring an expanded product catalog, online customer portals, an intelligent and comprehensive quoting tool, and an enhanced chat feature consistently staffed by a live person, ensuring 24/7 service inquiries and better showcasing our project and customization capabilities.</p> <p>Our Finance Department collaborates with our Contract Specialists to proactively monitor all contract-specific orders throughout the quote-to-cash process, ensuring proper documentation and accurate reporting to ensure full Sourcewell compliance. We are 100% committed and willing to successfully manage any resulting increase in product interest and sales, confident that our recent facility, technology, and staffing investments make us an optimal strategic partner for Sourcewell.</p>	*
32	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	<p>We are excited about the opportunity to utilize the Sourcewell contract to increase our presence among public entities in Canada. This is largely untapped potential for our business, and we would look forward to the opportunity to approach the region with a new strategy and focus.</p> <p>Crucially, we understand that serving public entities in Canada is facilitated through the Sourcewell partnership with the Canoe Procurement Group of Canada. We are prepared to align our efforts with the Canoe framework to ensure seamless, compliant purchasing for Canadian members. We have a dedicated Territory Manager and support staff servicing clients in Canada, and that team is willing and able to increase efforts and reach to maximize this potential. Also, our marketing efforts can be expanded to include Canada in scenarios where it has been previously left out, such as with our social media and Google ad spend. Once again, we feel confident in our production capacity, online presence, and internal staff to handle additional business from a Sourcewell contract, both within the U.S. and in conjunction with Canoe in Canada.</p>	*
33	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed agreement.	None. We are capable, experienced, and fully staffed to serve all clients within the US and Canada.	*
34	Identify any account type of Participating Entity which will not have full access to your Solutions if awarded an agreement, and the reasoning for this.	None. We have extensive experience in serving the government, education, and not-for-profit sectors across the entirety of the US and Canada. No other contract would limit us for continuing to do this for Sourcewell participating entities.	*
35	Define any specific requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	None.	*
36	Will Proposer extend terms of any awarded master agreement to nonprofit entities?	Yes, our standard terms apply.	*

**Table 4: Marketing Plan (75 Points)**

Line Item	Question	Response *
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37	<p>Describe your marketing strategy for promoting this opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.</p>	<p>We market our products across many industries within both the private and public sectors, including retail centers, amusement and hospitality clients, education, government, landscape architects, park managers, facility managers, property managers, and more. To effectively market the Sourcewell contract, we will segment the marketing plan with a separate and targeted approach for the public sector. With the right combination of planning, strategy, and training, a targeted approach to marketing the Sourcewell contract will effectively reach new leads and existing clients in the education, government, and not-for-profit sectors. Our overall marketing goal for the public sector is as follows: to increase brand presence as a Sourcewell contractor and achieve a 10-15% increase in public sector-based sales through a data-driven and streamlined approach to targeted communications. We plan to reach Sourcewell participating entities by targeting communications in the following ways:</p> <p>Internal Training - Within 30 days of contract award and onboarding, we will implement an internal initiative to ensure our sales and marketing teams receive comprehensive training on contract terms, compliance, and selling/marketing techniques. During this training, our Contract Specialist will outline the entire Sourcewell procedure and expectations. A resource packet will be provided to all Territory Managers and Account Managers for use as a reference guide. This packet will contain order procedure guidelines, flyers, call and email templates.</p> <p>Emails/Newsletters/Marketing Automation – We currently send a monthly email newsletter to our database of opt-in recipients. It provides industry updates, new product information and important news. We would feature the Sourcewell contract as a main topic of multiple newsletters throughout the year. We also will use the marketing automation tools of our CRM system to send timely and targeted messages about our products and the opportunities within Sourcewell.</p> <p>Digital Marketing/Social Media/Google Ads – Our current digital marketing strategy and budget will be evaluated, increased, and reallocated in ways that best reach the market potential of Sourcewell purchasing entities. Keyword strategies relevant to Sourcewell contracting opportunities will be researched and utilized for Google Ad and SEO strategies, and custom target markets will be created within the Facebook (and other social media) ad manager to best reach the public sector through boosted posts and campaigns.</p> <p>Existing CRM Database - We have an advanced CRM system that categorizes our leads and clients by industry. We would utilize the market segmentation and marketing automation tools of that system to generate emails to the government and education contacts informing them of the opportunities available through Keystone Ridge Designs' Sourcewell contract.</p> <p>Direct Outreach - Our Territory Managers will prioritize outreach to current and potential members by integrating the Sourcewell and Canoe Procurement Group member directories along with our internal CRM system to identify and engage with prospects interested in utilizing cooperative purchasing programs. Our sales team will schedule phone calls with key clients and arrange informative meetings to further discuss the details. Regular activities will be scheduled through the calendar function to ensure each client and prospect receives multiple touches advertising the Sourcewell contract.</p> <p>External Data Sources and Market Research – We regularly utilize multiple large data sources for public construction opportunities. We would continue to use these sources and create specific queries to uncover projects within the public sector, then reach out to key decision-makers accordingly with the Sourcewell information.</p> <p>Print Communications/Postcards – We typically have a catalog with our pricing information. We will include a sticker in the catalog to advertise that we are on the Sourcewell contract and provide an insert that explains the discounted pricing. We will also consider targeted mailings, as we have done to specific industries in the past. We have included, as attachments, sample brochures that we have mailed separately to the Education sector and the Government sector.</p> <p>Tradeshow Participation – In a typical year, we exhibit annually at the ICSC Recon convention, the National Trust for Historic Preservations Main Street Now Expo, and the ASLA Annual Conference. Each of these shows have a percentage of attendees in the public sector. We would make sure to have print collateral to market our contract and would be prepared to discuss the opportunity at length, both at the show and in follow-up with leads.</p> <p>Website Content – As we do with the other contracts we currently hold, we plan to have a dedicated landing page on our website that explains the details of our Sourcewell contract. We will implement SEO strategies on this page to help drive traffic, as well as use Google Ads and social media ads to direct interested parties to the page. We will have an optional form to fill out on the page as a call to action to submit for more information or to request a quote.</p>
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38	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	<p>We have an extensive digital marketing platform and outreach strategy that supports our marketing effectiveness. We maintain active accounts with three to five posts per week on Facebook, Instagram, LinkedIn, Twitter, Pinterest, and YouTube, which collectively account for over 7,500 followers. We implement monthly paid advertising campaigns through Facebook, Instagram, and LinkedIn to increase followers and drive promotions. We manage and monitor a Google Ad campaign strategy that consistently drives website traffic for our key product attributes and generates new sales leads through form submission.</p> <p>In addition to our robust social and paid media efforts, we publish monthly blog posts that are a key component of our content strategy. These posts serve to highlight featured projects, detail company advancements, showcase our custom design abilities, and share expert design insights with our audience. The blogs, along with other available materials, highlight that our company is not only a manufacturer of site furnishings but also an industry expert in the site furnishing field.</p> <p>We take great care on our website to implement the latest SEO, content marketing, and inbound strategies to increase our search exposure and improve our website clicks and dwell times. We have implemented structured data and schema markup for SEO purposes; these are two forms of microdata used for semantically tagging products and helping search engines correctly identify us and our products. In addition, we revamped our meta tags and implemented smart social media tagging for Pinterest, Instagram, and Facebook. We are also actively implementing software that helps us pinpoint and identify relevant keywords for use in our site to help increase our "findability."</p> <p>Our website utilizes Google Analytics, which we continually evaluate to monitor web traffic and assess marketing effectiveness. Additionally, our website features a live chat option for prospects to engage directly with a Keystone Ridge Designs employee in real-time (this is not a bot, but rather a live chat with one of our team members). Upon receiving a Sourcewell contract, we will be excited to implement these strategies in new ways to target the public sector specifically with relevant Sourcewell information.</p>
39	In your view, what is Sourcewell's role in promoting agreements arising out of this RFP? How will you integrate a Sourcewell-awarded agreement into your sales process?	<p>The Sourcewell contract is a critical asset that directly addresses the challenges of public sector procurement, providing an accelerated and compliant path for sales. Sourcewell's core role is to validate and promote the resulting contract, providing instant legal compliance and procurement assurance to all existing and potential member agencies. Because of Sourcewell's rigorous vetting process, if Keystone Ridge Designs is awarded, our company, along with Sourcewell members, will have confirmation that we are a reputable and responsible business capable of meeting their procurement needs.</p> <p>We will leverage this validation by focusing our digital marketing platform directly on Sourcewell members and public entities, highlighting the ease and value of buying through the contract. This includes utilizing our Sourcewell listing to secure a valuable SEO backlink, creating dedicated landing pages, targeted emails, and digital ads, and producing content (such as blog posts and case studies) that promotes the agreement and related sales. The Sourcewell brand name will be vital in overcoming purchasing objections from cities and universities that require a formal contract. Notably, we will integrate the contract into our sales process. Along with our advanced CRM system, our team will utilize government and construction databases to generate highly targeted leads, and we will qualify public sector leads early by verifying their membership. All proposals and quotes will clearly reference the Sourcewell contract number, providing instant pricing validation and simplifying the path to purchase through a straightforward Purchase Order, significantly reducing the sales cycle time.</p> <p>By obtaining a profile on the Sourcewell website, we look forward to members being able to find our valuable brand listed as an option when looking for furniture solutions. Sourcewell's website will also help tie in to our overall SEO strategy by providing a credible backlink to our site. In general, the Sourcewell brand name will be very valuable in our marketing and conversations with potential sales leads. As previously noted, we often get objections and have missed opportunities from cities and universities that require us to be on a contract. Sourcewell is the purchasing cooperative most frequently mentioned by our customers, so we will be eager to promote our Sourcewell partnership as a simple solution for them to purchase our products at a discount, without the need for a formal bidding process.</p>



40	Are your Solutions available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	<p>We currently do not operate a fully functional e-procurement or digital cart system; however, we do provide a fully integrated quote system with the launch of our new website. This system actively works like a digital cart system, and provides the client the ability to get a response and a quote from our sales team rapidly. Due to the nature of our products, our customers' desire for frequent customizations, and the specificity of their questions, we are confident that this approach is the best of "both worlds" for our clients. It provides the familiarity of a digital cart-style system while rapidly connecting our customers with the expertise of our sales team.</p> <p>We are actively prioritizing technical advancements with the client in mind. The redevelopment of our website includes online portals for clients, access to their quotes, and more. We manage a substantial volume of communication via email and online chat tools, and our quoting and order process is simplified by utilizing trusted online portals to secure credit card orders. In addition, we have actively integrated Microsoft Teams with our ERP and are utilizing it for sales outreach and customer knowledge sessions.</p> <p>Looking forward, we view Sourcewell's digital procurement capabilities, such as Sourcewell Procurement Portal and Buy Sourcewell, as an extension of our sales force, allowing us to immediately service member agencies. Our ultimate objective is to leverage these current updates and processes to launch a fully functional, integrated cart system within our own platform in the near future.</p>	*
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**Table 5A: Value-Added Attributes (100 Points, applies to Table 5A and 5B)**

Line Item	Question	Response *	
41	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	<p>No training is required with our products; however, we provide installation instructions with every order, when applicable. Additionally, our website offers free downloadable resources that provide specifications and instructions on how to install and maintain our products.</p> <p>If training or further product education is needed or requested, our Territory Managers, National Sales Manager, and Marketing Director utilize Microsoft Teams to provide a conduit of visual communications and conversations with our clients. We provide brief trainings such as these when necessary, at no cost, and schedule them as needed.</p>	*

42	Describe any technological advances that your proposed Solutions offer.	<p>The technological advantages offered by our commercial-grade site furniture focus on advanced coating science, digital customization, and manufacturing precision.</p> <p><b>Keyshield(TM) Powder Coat Finish</b>          The trademarked KEYSHIELD® powder coat finish is our own unique brand of powder coating that ensures the highest level of product quality and rust prevention. All Keystone Ridge Designs steel products are finished with this two-coat powder coating process. Applied to an industry-leading 7-15 mil thickness, KEYSHIELD® offers unparalleled corrosion resistance and a protective armor against daily abuse and harsh outdoor elements. It is also a HAPs-free, low-emitting finish that contributes to healthy air quality. Starting with substrate preparation, sandblasting is done to remove all surface contaminants. The raw product then receives a corrosion-inhibiting phosphate coating before the two-coat powder application. The first coat is zinc-rich epoxy powder primer used exclusively on sandblasted parts. The second coat is a colored polyester powder coating. Both coats are electrostatically applied and oven cured according to powder coating manufacturing specifications to create a non-porous, smooth, satin-like protective finish.</p> <p><b>Anti-Microbial Finish</b>          Powder coating is innately easy to maintain, clean, and disinfect. To further protect your products and the environment they are in, we also offer an antimicrobial powder coat finish that helps prevent the growth of pathogens, including bacteria, mold, and fungus. Our anti-microbial finish contains a silver ion additive that naturally inhibits the growth of microbes. This silver ion technology is commonly used in healthcare equipment and can now be incorporated into any of our benches, trash cans, or other site furnishings to support public wellness initiatives. We offer this coating as a standard in Gloss Black, but additional colors are available upon request.</p> <p><b>KeyshieldArt(TM) Graphics</b>          Perhaps our most advanced powder coating technology, our KeyshieldArt™ process offers the opportunity to fuse full-color graphics, patterns, or images into our durable powder coat finish. This unique process allows us to create realistic wood grain patterns on aluminum slats to create the look of wood with the durability of powder-coated metal. It is also the process we use to create custom table top images and metal signage. Incorporate instructions, branding, images, or logos at your site or onto our furnishings with creative uses of our KeyshieldArt™ technology.</p> <p><b>Design and Engineering Software</b>          New software acquisition and training have opened up endless possibilities for product creation and customization. Our powerful CAD programs enable rapid prototyping, detailed 3D drawings, and visualization through three-dimensional printing, as well as precise product design, ensuring that every piece is engineered for optimal performance and seamless integration.</p> <p><b>Advanced Manufacturing</b>          In the past five years, we have made significant upgrades to our production facilities and manufacturing technology to achieve increased efficiency and quality control. The recent addition of a new building (nearly doubling our floor space) increases production capacity. New state-of-the-art proprietary equipment allows us to polish, deburr, and streamline our metal production process in record time. We also utilize multiple CNC metal cutting machines and jets/jets that allow for rapid, high-quality production with a high level of detail. Additionally, we have a new metal brake that improves productivity through advanced programming capabilities. To improve speed and consistency, we have recently incorporated robotics and machinery into our manufacturing process that automate monotonous, high-volume tasks and provide more precise results.</p> <p><b>Website Features</b>          Our revamped website features include downloadable content, live chat, responsive forms, insightful blogs, and image galleries, allowing customers 24/7 access to learn about easily and shop for product designs and options. Our new website also integrates a unique digital, cart-style quoting system for our clients. Furthermore, we provide downloadable content, including specifications and product details, to give planners and designers continuous access to information for procurement documentation.</p>
43	Describe any "green" initiatives that relate to your company or to your Solutions, and include a list of the certifying agency for each.	<p>Keystone Ridge Designs' commitment to the environment is demonstrated through both sustainable product design and comprehensive company-wide green initiatives, which reduce waste, conserve energy, and minimize emissions throughout the manufacturing lifecycle.</p> <p>Our site furnishings are initially designed for longevity and minimal environmental impact, providing long-term support for green building certifications:</p> <p><b>RECYCLED STEEL CONTENT</b> - To assist with responsible extraction criteria, the steel that is used to manufacture our line of steel furnishings is composed of at least 25% recycled content. Certain types of steel bars used may be comprised of up to 100% recycled steel. Also, the aluminum cast ends used on certain bench series are produced from 97-98% recycled aluminum scrap.</p> <p><b>PRODUCTS DESIGNED FOR NATURE</b> - Keystone Ridge Designs' products enhance the</p>

outdoor environment by providing open spaces with quality furniture that aesthetically complements the natural surroundings and creates pedestrian-friendly areas for outside recreation. In addition, litter receptacles provide a functionality that maintains a clean area and encourages proper litter disposal.

**LOW EMISSION POWDER COATING PROCESS** - Our KEYSHIELD® powder coat finish releases negligible amounts of volatile organic compounds (VOCs) into the atmosphere and is considered to be HAPS free – free of hazardous air pollutants. This can reduce concentrations of chemical contaminants in the air.

**DURABLE PRODUCTS & TIMELESS DESIGNS** - Keystone Ridge Designs manufactures durable products that are intended for long-term use. The furnishings are created with commercial-grade materials and manufactured to the highest standards of craftsmanship, reducing the need for frequent replacements and extending the product life cycle. Our classic designs transcend fads and consistently complement ever-changing landscapes.

**LOW MAINTENANCE** - The steel furnishings are low-maintenance products that require toxic-free cleaning solutions for everyday upkeep. Products can be cleaned with basic soap and water that do not produce harmful emissions into the air.

**SUSTAINABLE WOOD PRODUCTS** - Certain products allow for customizations with wood slats. All of these products contain wood that is hand-selected, certified as environmentally responsible, and sourced from a certified sustainable source.

**PRODUCT REUSE** - The KEYSHIELD® finish is not only a low-emitting finish, but this process also allows for the reuse of existing products that require a new color or an updated finish. Through an environmentally safe heat cleaning process, powder coating finishes can be removed from the surface, allowing for the re-coating and reuse of a product rather than extracting resources to create a new one.

Beyond our products, we enforce specific operational practices to ensure responsible resource management:

**RECYCLING PRACTICES** - All paper used within the office and in marketing collateral is composed of various percentages of recycled content. Employees are encouraged to recycle on a daily basis, and using scrap paper is enforced to minimize waste from printed documents. The manufacturing plant strives to reduce waste throughout numerous routine procedures:

- In the powder coating process, excess powder that does not adhere to the product is captured and saved for reuse.
- The coolant used with manufacturing equipment circulates through the machines and recycles itself for extensive use.
- Efficient design and cutting techniques minimize scrap pieces of steel created throughout the manufacturing process. Any leftover pieces are recycled locally.

**ENERGY CONSERVATION** - As an energy-conscious company, we implement certain measures to conserve our natural resources. The use of water, electricity, and gas are consistently monitored to ensure efficient and practical daily use.

**OFFICE GROUNDS PRESERVATION** - Keystone Ridge Designs is located on acreage that has been maintained to encourage plant and tree growth and preserve the surrounding area. Nestled in the rolling hills of western Pennsylvania, employees of Keystone Ridge Designs appreciate and respect the undeveloped land and are mindful not to interrupt the natural environment, while taking daily walking opportunities to enjoy nature and stay active.

**ONE LOCATION MANUFACTURING** - Keystone Ridge Designs manufactures, powder coats, packages, and ships all from one location. This process minimizes transportation between locations, thus reducing the use of gas, time, and other natural resources.

**SUPPORT OF THE LOCAL FARMING COMMUNITY** - Through a collaboration with the local 4-H/FFA club, Keystone Ridge Designs supports the local farming community in its effort to foster the land for its natural use and create interest and pride among the young and future farmers of America. Volunteers from Keystone Ridge Designs regularly donate their time and talents to help promote and market the 4-H organization and their goals among the local community.

Also consider the innate attributes of our product line that contribute to LEED CERTIFICATION:

#### ALTERNATE TRANSPORTATION WITH BICYCLE RACKS

To improve public health and minimize vehicle traffic, short-term bicycle storage should be placed within walking distance of building entrances. Keystone Ridge Designs offers bike racks in a variety of unique styles to meet capacity needs. (LT Credit: Bicycle Facilities: BD+C: Bicycle Storage and Shower Rooms)

		<p><b>MAXIMIZE OPEN SPACE</b> Site furnishings such as benches and table sets can be used to help create exterior open spaces that encourage interaction with the environment and recreation. (SS Credit: Open Space: BD+C)</p> <p><b>RECYCLABLES COLLECTION</b> Keystone Ridge Designs recycling containers and litter receptacles with recycling lids can help to reduce the waste generated by building occupants to meet current requirements. (MR Prerequisite: Storage and Collection of Recyclables: BD+C)</p> <p><b>ENVIRONMENTAL TOBACCO SMOKE CONTROL</b> Ash urns and ash lid options on litter receptacles can be used to control tobacco smoke and designate smoking areas away from building entrances. (EQ Prerequisite: Environmental Tobacco Smoke Control: BD+C)</p> <p><b>REDUCE HEAT ISLANDS</b> Umbrella products complement our table sets as well as provide shade in courtyard areas to reduce the heat island effect and minimize impact on microclimate. (SS Credit: Heat Island Reduction: BD+C: Option 1)</p> <p><b>ENVIRONMENTAL PRODUCT DECLARATION</b> To encourage the use of products and materials for which life-cycle information is available, our low-emission powder coat finish is made with powder that has an Environmental Product Declaration (EPD) conforming to ISO 21930, 14025, 14040, and 14044. This can help reach building product life-cycle impact goals. (MR CREDIT: Building Product Disclosure and Optimization — Environmental Product Declarations)</p> <p><b>RECYCLED STEEL CONTENT</b> To assist with responsible extraction criteria, the steel that is used to manufacture our line of steel furnishings is composed of at least 25% recycled content. Certain types of steel bar used may be comprised of up to 100% recycled steel. Also, the aluminum cast ends used on certain bench series are produced from 97-98% recycled aluminum scrap. (MR Credit: Building Product Disclosure and Optimization - Sourcing of Raw Materials: BD+C: Option 2)</p>	
44	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the Solutions included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	To encourage the use of products and materials for which life-cycle information is available, our low-emission powder coat finish is made with powder that has an Environmental Product Declaration (EPD) conforming to ISO 21930, 14040, and 14044.	*
45	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	<p>Keystone Ridge Designs' site furnishings are distinctive not only in design but also in their quality, durability, and aesthetic appeal.</p> <p>These traits define the Advantage:</p> <p><b>HANDCRAFTED IN AMERICA</b> Keystone Ridge Designs products are hand-welded and powder-coated to enable continuous inspection during the manufacturing process. All steel products are entirely manufactured with pride at our headquarters facilities in Pennsylvania using American-made raw materials. Our products are covered by United States design patents, are patent-pending, or are considered Exclusive by Design in terms of the quality, craftsmanship, and attention to detail dedicated to each product.</p> <p><b>CONTINUOUS WELD SEAMS</b> Each piece of steel is welded together with a continuous, inseparable weld seam. This technique strengthens the bond of steel components while smoothing the overall finished appearance and is a critical element in preventing moisture from causing corrosion. Each seam is rigorously inspected by quality control to ensure product consistency, quality, and stability.</p> <p><b>COMMERCIAL-GRADE AND RECYCLED MATERIALS</b> With state-of-the-art equipment and superior, structurally sound raw materials, our manufacturing process ensures the highest standards of commercial-grade quality in site furniture. The steel used to manufacture our line of steel furnishings contains at least 25% recycled content. Certain types of steel bars used may be comprised of up to 100% recycled steel. Additionally, the aluminum cast ends used on some bench series are made from 97-98% recycled aluminum scrap.</p> <p><b>DURABLE PRODUCTS AND TIMELESS DESIGNS</b> Keystone Ridge Designs manufactures durable products intended for long-term use, offering an incredible price-to-value ratio. The furnishings are made with commercial-grade materials and manufactured to the highest standards of craftsmanship, reducing the need for frequent replacements and extending the product's lifespan. Our classic designs transcend fads and consistently complement ever-changing landscapes. Maintenance is as simple as soap and water.</p>	

**KEYSHIELD® POWDER COAT FINISH**

The trademarked Keyshield® finish protects each piece of site furniture from chipping, cracking, and UVA damage while providing unparalleled corrosion resistance. Steel products are finished with a two-coat HAPS-free powder coating process, applied to a thickness of 7-15 mils. Substrate preparation involves sandblasting to achieve a white finish, removing all surface contaminants. The raw product then receives a corrosion-inhibiting phosphate coating prior to the application of the powder coating. The first coat applied to the substrate is a zinc-rich epoxy powder primer used exclusively on sandblasted parts. The second coat is a colored polyester powder coating. Both coats are electrostatically applied and oven cured according to powder coating manufacturing specifications to create a smooth, satin-like finish and a low-emitting, non-porous armor. Options available for anti-microbial powder coating with silver-ion technology. The KeyshieldArt(TM) process enables the incorporation of images into the powder coat finish.

**THREE-YEAR WARRANTY**

In appreciation of the trust you have placed in our site furnishings, honoring us with the reputation of Design, Originality, and Expertise, we proudly warrant our products against material and workmanship defects for THREE YEARS from the date of shipment. Quality, craftsmanship, dedication to your creative vision – these are the hallmarks of Keystone Ridge Designs.

**TWENTY-YEAR STRUCTURAL STEEL WARRANTY**

Keystone Ridge Designs offers a limited twenty (20) year warranty against structural failure of our steel-manufactured products and a limited five (5) year warranty against structural failure of any aluminum frame, assembly, or component.

**FULLY-ASSEMBLED DELIVERY**

Utilizing the finest packaging materials, each piece is palletized, securely fastened, and enveloped with shrink-wrap. A heavy-ply carton secured with a banding strap finishes the package to ensure optimal product protection. In addition, the Keystone Ridge Designs reputation has afforded national contracts with prominent trucking carriers, providing the most cost-effective shipping rates. Upon arrival on-site, products are ready for placement with little or no assembly, saving time and money, and providing ultimate stability to avoid damage.

**CLIENT SERVICE EXPERTISE**

Keystone Ridge Designs' representatives ensure client satisfaction from product inquiry to final site placement. Trained consultants offer expertise on product specifications, technical inquiries, and project timelines. Be assured that knowledgeable, courteous assistance is handled directly from the manufacturing home office, maintaining a direct flow of information and providing answers on a timely basis.

**ADVANCED CUSTOMIZATION CAPABILITIES**

With our made-to-order manufacturing, simple modifications and product alterations such as custom curves and center arms are an easy way to maximize functionality and design on your site furnishings. Convert tables into ADA accessible units, do custom color matching, alter the size or length of a bench, customize litter receptacle lids, or create sometime entirely unique – any and all innovative ideas are welcome. Our creative design team and advanced manufacturing capabilities give us the flexibility to help you fully realize your vision.

**EXCLUSIVE CHILDREN'S FURNITURE LINE**

Keystone Ridge Designs' exclusive commercial children's furniture line offers creative and colorful ways to enhance a public space with kid-sized amenities. Encourage outdoor play with fun areas designed to fit the unique needs and sizes of children. Providing kids outdoor furniture is an essential component to creating interactive child-oriented settings. Our popular patented site furniture designs are available as commercial-grade kids' benches and durable children's tables. The Puddin Drippins® line of products is ideal for theme parks, playgrounds, children's museums, community parks, daycares, aviaries, zoos, malls or other public spaces where a children's bench or kid-sized outdoor table could be used. These kid-friendly site furniture options can also be used to create a "Buddy Bench" or "Friendship Bench" at school playgrounds, promoting inclusion among children.



46	Describe in detail warranties offered and how they will be administered, including if they cover all products, parts, labor, technician travel, and geographic locations covered.	<p>Keystone Ridge Designs proudly offers a foundational three (3) year warranty on all our products against material and workmanship defects, effective from the date of shipment. Beyond this standard coverage, we provide extended warranties tailored to the material's long-term performance: a limited twenty (20) year warranty against structural failure of our core steel products, and a five (5) year warranty specifically for all aluminum components.</p> <p>When the product is under warranty and repairs or returns are needed, we simplify the process by handling pickup, repairs, and re-delivery at our expense. Our commitment is to ensure the issue is resolved with minimal inconvenience to the client. For products that are returned or for orders cancelled more than two weeks after placement and are not covered under warranty, a 25% restocking fee will be assessed. For complete details, the full warranty policy is attached to this submittal and can also be found on our website</p> <p>As a made-to-order manufacturer, one of the most significant benefits of our product line is that any of our products can be customized in a variety of ways to achieve design visions, including size, color, materials, laser cut-outs, capacity, curves, ADA accessibility, and more. If you do not see a product on our website or in our catalog, our design team and production expertise can help clients create the exact product that they need.</p>
47	Describe how your products and/or services comply with all relevant accessibility requirements applicable in both the United States and Canada. Include details on how your organization ensures inclusivity and accommodates individuals with disabilities in the design, manufacture, installation, and support of your offerings.	<p>Keystone Ridge Designs is fully committed to designing, manufacturing, and supporting high-quality site furnishings that are accessible and inclusive for all users in public spaces. Our compliance strategy is centered on meeting the physical design standards required for public accommodation in the United States and Canada.</p> <p>Our products comply with physical accessibility requirements, primarily those mandated by the U.S. and Canadian governments for site furniture placement and usability. Each product is developed with continuous awareness of the ADA Accessibility Guidelines. All KRD benches have a standard front edge seat height of 17 to 19 inches above the ground, which aligns with the permissible range for seating as defined by ADA standards. Custom shims are available for products that may require height adjustments to ensure compliance. Many of our ADA-compliant benches with custom shims, such as our Lamplighter bench, can be found onsite at numerous senior living communities and other mixed-use developments.</p> <p>We offer ADA-accessible versions of numerous tables, including our Artisan, Creekview, and Schenley table sets, to accommodate wheelchairs. This often involves specific designs with appropriate knee and toe clearance and a 48-inch table top to ensure clear access. Picnic-style table sets, such as our Breakwater or Wilmington, we extend the seat slat past the table leg to accommodate wheelchair users. KRD applies the same inclusive design principles used for ADA compliance to products deployed in the Canadian market.</p> <p>In addition, we are in the process of updating our products to not only comply with the federal Americans with Disabilities Act, but also ensure that ADA-compliant products are compliant with California's stricter code(s) (Title 24). As we manufacture products that are already federally compliant, we are actively ensuring that they also comply with California's code and updating our processes and manufacturing standards accordingly.</p> <p>Detectable Warning Plates: KRD manufactures Detectable Warning Plates that comply with ADA Accessibility Guidelines for Detectable Warnings, featuring truncated dome shape, spacing, and slip-resistant textures to enhance safety in pedestrian pathways.</p> <p>We maintain an ongoing awareness of accessibility requirements throughout the entire product design process. Key product lines are engineered with ADA accessible options built into the standard catalog offering. We also recognize that site conditions vary, and our made-to-order manufacturing process offers easy customization capabilities to meet diverse project needs, including custom lengths, heights, and physical alterations.</p> <p>Our Territory Managers and service team is trained to work with customers to understand specific project accessibility needs. If a standard product does not appear to accommodate a project's goals, clients can direct contact our team to create a customized solution that fits their needs. CAD files, 3D models, and product data sheets of ADA products are available through our service team and website. If an ADA document for a particular product does not exist, clients can collaborate directly with our sales and engineering teams to create a customized ADA compliant product.</p>
48	Identify any industry certification(s) that your business or the products included in your proposal have attained or received.	None.
49	Describe any manufacturing processes or material specification-related attributes that differentiate your offering from your competitors.	<p>As a made-to-order manufacturer, one of the biggest benefits of our product lines is that any of our products can be customized in a variety of ways to achieve design visions, including size, color, materials, laser cut-outs, capacity, curves, ADA accessibility, and more. If you do not see a product on our website or in our catalog, our design team and production expertise can help clients create the exact product that they need.</p> <p>From minor product alterations to entirely new concepts, here are a few ways we are able to customize site furnishings:</p>



- The addition of cast bronze plaques
- Intricate laser-cut logos and designs
- Including graphic elements on site furnishings with decals and KeyshieldArt(TM) powder coating technology
- Custom material substitutions such as Ipe, recycled plastic, thermally modified wood, aluminum, or wood-grain aluminum
- Custom powder coat colors and color matching
- Benches with custom curves, radii, and angles
- Adding center additional arms to benches
- Including nameplates on specific bench series
- Customization to allow for ADA accessibility
- Custom seating capacity or distance separation
- Full-color metal signage with custom graphics
- Completely original metal fabrication

Unlike many other site furniture manufacturers, Keystone Ridge Designs uses multiple different materials to create beautiful, customized site furnishings that meet our customers' design and often ecological expectations.

#### STEEL

Steel is one of the most structurally sound, dependable building materials and is used by Keystone Ridge Designs to ensure the best quality end-products reach our clients. With state-of-the-art equipment and superior, structurally sound raw materials, our manufacturing process guarantees the utmost in commercial-grade quality. The steel used to manufacture our line of steel furnishings contains at least 25% recycled content. Certain types of steel bar used may be comprised of up to 100% recycled steel. From unformed material to each completed site furnishing, every piece of steel is crafted with the individual attention and customization it deserves. This unsurpassed metal preparation, followed by a 7-15 mil thickness application of colored polyester powder coating, yields an exclusive appearance and an extremely durable finish that is resistant to rust, abuse, and sun fading.

#### ALUMINUM

As a light-weight alternative to steel, aluminum holds a unique luster while adding the ease of portability and a modern flair to site furnishings. The Lamplighter, Augustine, Robinson, and Schenley benches incorporate aluminum leg castings. The Everett is comprised entirely of aluminum, making it a great option for marine climates. Select products can also be customized with aluminum construction. Aluminum's stability, paired with quality craftsmanship, creates beautiful, yet practical site furnishing accents. Additionally, the aluminum used is composed of approximately 97-98% recycled aluminum scrap.

#### WOOD-GRAIN ALUMINUM

In a revolutionary powder coating process for the site furniture industry, this wood grain finish fuses high-definition photographic images on powder-coated metal, showcasing realistic natural grain patterns. Get the durability of powder-coated aluminum with the beautiful look of wood. There is no need to worry about splitting, cracking, warping, or fading. A popular option for the Rosedale and Breakwater benches. This process can even extend itself to include other imagery from marble to camouflage to custom logos – all we need is an image. Visit our KeyshieldArt™ page to view samples and read more about this unique process.

#### IPE HARDWOOD

Some site furnishings, such as the Schenley and Robinson benches, come with a standard option to include slats made of Ipe hardwood. Other product series can be customized to incorporate the use of Ipe. This strong, durable hardwood adds a rich warmth that complements a metal frame and comes from a sustainable source, promoting responsible forestry.

#### RECYCLED PLASTIC

Many of our benches and litter receptacles can be customized to provide a more sustainable

option using recycled plastic slats. Consider the benefits of recycled slats:

- Long-lasting and virtually maintenance-free
- Never needs to be treated/painted and is resistant to most graffiti
- Does not splinter or absorb moisture
- Resistant to salt and acids
- Unaffected by termites, rodents, worms, marine parasites, or other Insects

#### THERMALLY MODIFIED WOOD

As another highly sustainable choice, thermally modified wood enhances durability and extends product life without using toxic chemicals, making it both a high-performing and environmentally friendly "green" option. Customers now have the option to request thermally modified wood slats.

50	Describe how your offering addresses the needs of user's safety, well-being, and range or level of accessibility.	<p>There are many ways in which our products aid in public safety, well-being, and accessibility:</p> <p><b>BENCHES:</b> Benches offer a resting place along paths or sidewalks. Sometimes the ability to take a walk is determined by the distance between home and the next resting place. If installed every half mile, our benches can support the physical activity of people of all ages and abilities.</p> <p>Also, our bench customizations can address various usage intentions. Center arms can easily be added to a bench to accommodate individual space, and skateblocks may be installed on the edges of a bench to prevent damaging skateboard traffic and personal injury. Modular benches, flat benches without arms, single-person benches, or long continuous seating allow the flexibility needed for pedestrians to decide how to use a space and maintain their own comfortable distances.</p> <p><b>TABLE SETS AND CHAIRS</b> - Single-seating furnishings and small tables are becoming increasingly popular in street furniture to allow outdoor dining and socialization while also encouraging appropriate social distance. Custom large tabletops can be created to allow for further distance between people. Movable chairs allow users to make their own distance decisions.</p> <p><b>LEANING RAILS</b> - If there is an area where extended loitering needs to be discouraged, our leaning rails are an excellent way to provide a limited form of seating in a space-saving solution. It also provides a low-touchpoint resting solution to minimize the transmission of germs.</p> <p><b>BOLLARDS</b> - Limit access to restricted areas, private spaces, or poorly lit alleys with the use of our bollards or custom decorative fencing for perimeter security. Options for removable bollards enable the closure of areas for isolation at specific times of day.</p> <p><b>PLANTERS</b> - Strategically installed planters add life to a space with flowers and greenery, while also serving as a decorative way to establish a perimeter, create separation, and provide natural access control to keep unauthorized persons out of a particular space. The low profile of planters also helps maintain open sight lines and visibility, reducing the risk of potential vandalism.</p> <p><b>PUBLIC SIGNAGE</b> - Public paths can be clearly marked with our metal signage to provide easy directions to parking and entrances, as well as offer timely health guidance.</p> <p><b>TRASH CANS</b> - Clean streets offer an intangible sense of security and a sense of community pride. The well-thought-out placement of our trash cans encourages proper usage and reduces littering.</p> <p><b>SMOKING RECEPTACLES</b> – Our ash receptacles keep smoking areas separate and defined, keeping cigarette butts in their designated place and not disrupting the air quality of main public spaces.</p> <p><b>ANTI-MICROBIAL FINISH</b> - Powder coating is innately easy to maintain, clean, and disinfect. To further protect our products and the environment they inhabit, we also offer an antimicrobial powder coat finish that helps prevent the growth of pathogens, including bacteria, mold, and fungus. Our anti-microbial finish contains a silver ion additive that naturally inhibits the growth of microbes. This silver ion technology is commonly used in healthcare equipment and can now be incorporated into any of our benches, trash cans, or other site furnishings to support public wellness initiatives. We offer this coating in Gloss Black as a standard, but additional colors are available upon request.</p> <p><b>ADA ACCESSIBILITY</b> - When it comes to public space management and design, it is important to keep in mind ADA accessibility requirements and considerations. Keystone Ridge Designs maintains an awareness of the requirements throughout the site furniture design process and offers easy customization capabilities to meet specific accessibility needs. All Keystone Ridge Designs benches have front edge seat heights of 17 to 19 inches above the ground. Most of our table designs are offered in ADA accessible versions to accommodate wheelchairs.</p> <p>Also, cast in long-lasting, hard-wearing, corrosion-resistant gray iron, our detectable warning plates are designed to withstand rigorous urban conditions such as snow plows, street cleaning machines, and vehicular traffic. The truncated dome shape and spacing are compliant with ADA Accessibility Guidelines for Detectable Warnings, and the slip-resistant texture helps to enhance safety.</p>
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51	Describe how your offering addresses the customer's desire to customize the offering.	<p>We are well known in the industry for our customization experience and made-to-order manufacturing capabilities. Product customization, signature recognition, and 'straight-from-the-drawing-board' designs make up our KRD Custom™ program. From minor product alterations to entirely new concepts, Keystone Ridge Designs offers countless custom site furniture solutions. Sourcewell purchasers will have the ability to partner with our design team to create truly inspired furnishings and custom products.</p> <p><b>WAYS TO CUSTOMIZE SITE FURNISHINGS</b> Our products are made-to-order, so whether it's a slight alteration or something designed entirely from scratch, we are ready to transform clients' visions into reality.</p> <p>Customization ideas include but are not limited to:</p> <ul style="list-style-type: none"> <li>- The addition of cast bronze plaques</li> <li>- Intricate laser-cut logos and designs</li> <li>- Including graphic elements on site furnishings with decals and KeyshieldArt powder coating technology</li> <li>- Custom material substitutions such as Ipe, aluminum or wood-grain aluminum</li> <li>- Custom powder coat colors and color matching</li> <li>- Benches with custom curves, radii, and angles</li> <li>- Adding center or additional arms to benches</li> <li>- Including nameplates on specific bench series</li> <li>- Customization to allow for ADA accessibility</li> <li>- Custom lengths, sizes, or heights</li> <li>- Litter receptacle lids with custom wording</li> <li>- Custom mounting options like wall mount or pedestal mounts</li> <li>- Custom seating capacity or distance separation</li> <li>- Full-color metal signage with custom graphics</li> <li>- Completely original metal fabrication</li> </ul> <p>Further examples of custom capabilities and photos of past success can be found in the following blogs on our website:</p> <p><a href="https://www.keystoneridgedesigns.com/blog/2016/04/Site-Furniture-Customization-101.aspx">https://www.keystoneridgedesigns.com/blog/2016/04/Site-Furniture-Customization-101.aspx</a></p> <p><a href="https://www.keystoneridgedesigns.com/blog/2019/02/Site-Furniture-Customization-102.aspx">https://www.keystoneridgedesigns.com/blog/2019/02/Site-Furniture-Customization-102.aspx</a></p> <p><a href="https://www.keystoneridgedesigns.com/blog/2020/12/2020-greatest-hits-in-site-furnishings.aspx">https://www.keystoneridgedesigns.com/blog/2020/12/2020-greatest-hits-in-site-furnishings.aspx</a></p>
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**Table 5B: Value-Added Attributes**

Line Item	Question	Certification	Offered	Comment	
52	Select any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation and a listing of dealerships, HUB partners or resellers if available. Select all that apply.		<input type="radio"/> Yes <input checked="" type="radio"/> No	Not applicable.	*
53		Minority Business Enterprise (MBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Not applicable.	*
54		Women Business Enterprise (WBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Not applicable.	*
55		Disabled-Owned Business Enterprise (DOBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Not applicable.	*
56		Veteran-Owned Business Enterprise (VBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Not applicable.	*
57		Service-Disabled Veteran-Owned Business (SDVOB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Not applicable.	*
58		Small Business Enterprise (SBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Not applicable.	*
59		Small Disadvantaged Business (SDB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Not applicable.	*
60		Women-Owned Small Business (WOSB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Not applicable.	*

**Table 6A: Pricing (400 Points, applies to Table 6A and 6B)**

Provide detailed pricing information in the questions that follow below.

Line Item	Question	Response *	
61	Describe your payment terms and accepted payment methods.	Our standard payment term is Net 30, meaning that full payment is due thirty (30) calendar days from the date the invoice is issued. We utilize an effective and efficient system to ensure timely production and scheduling for our clients. For convenience, we accept a variety of payment methods. These include all major credit cards and debit cards, specifically Mastercard®, Visa®, American Express®, and Discover®. Additionally, we accept electronic transfers via ACH (Automated Clearing House) and traditional payments in the form of company checks.	*
62	Describe any leasing or financing options available for use by educational or governmental entities.	None.	*

63	Describe any standard transaction documents that you propose to use in connection with an awarded agreement (order forms, terms and conditions, service level agreements, etc.). Upload all template agreements or transaction documents which may be proposed to Participating Entities.	<p>Within our standard business process, we provide the following transaction documents to all prospects and customers. Template versions of each document listed below can be found in the Documentation section of this submittal.</p> <ol style="list-style-type: none"> <li><b>1. Standard Quote Form</b> Our standard quote form is used to provide customers with a formal, itemized cost estimate for the site furniture they have requested. For Sourcewell members, the specific terms and contract number will be clearly displayed for the customer's reference. The quote will also include a price and discount breakdown, applicable taxes, and estimated shipping and freight charges. This form will not initiate a sales order. The customer can make product changes and other adjustments, such as quantity and color, before placing an order.</li> <li><b>2. Product Verification Packet (PVP)</b> To guarantee accuracy and prevent production errors, we require a signed drawing approval from the customer before an order enters our production cycle. This sign-off finalizes all product details and specifications, ensuring the client will receive what they are requesting.  We issue the PVP when a customer requests an invoice. Once we receive the signed PVP or submittal, the customer's order will be officially released into our production schedule, and they will be provided an estimated ship date. This essential step ensures mutual agreement between both parties and the delivery of the precise product requested.</li> <li><b>3. Sales Order/Order Acknowledgement</b> This document is generated internally through our advanced ERP system upon receipt of a signed quote, signed order, or an official purchase order (PO) from a contract member. The sales order and acknowledgement serve as a formal confirmation of the order and detail the exact products, pricing, quantities, color, delivery address, and lead time. The sales order will also contain specific contract payment terms and contract number for members to reference.</li> <li><b>4. Standard Terms and Conditions</b> The final page of our quote and order contains additional, detailed terms and conditions specific to Keystone Ridge Designs, such as freight &amp; packaging, cancellation &amp; returns, storage, lead time, warranty information, and change orders. The complete list of terms and conditions can be found in the attached example sales order, located in the Documentation section of this submittal.</li> <li><b>5. Warranty Document</b> We have a dedicated document outlining our specific warranty for the products being purchased. It clearly states the warranty duration for the structure, various material types, and powder-coated.</li> </ol>
64	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	<p>Keystone Ridge Designs accepts procurement/purchasing cards (P-cards) as a form of payment, incurring no additional costs. Customers who take advantage of P-cards will follow our standard order and payment process. Those using P-cards will be able to enter their payment information in the same payment portal as customers who use credit cards such as Mastercard®, Visa®, American Express® and Discover®.</p> <p>Throughout the order process, our job managers will provide oversight and tracking of the order using our advanced Enterprise Resource Planning (ERP) system and Customer Relationship Manager (CRM) database through product delivery. This process allows our sales and production departments to quickly access orders, check on status, and provide feedback to our clients. Customers who decide to pay with P-cards will have a memorandum documented within our internal database to notify the sales team of their preferred form of payment.</p>

65	<p>Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.</p>	<p>The durability of our products offers a price-to-life ratio that is unmatched in the industry. As the direct manufacturer, we maintain an up-front and honest pricing philosophy to encourage customers to invest in high-quality furnishings that reduce the need for frequent replacements and maintenance, saving our customers money over time. If awarded, Sourcewell members will receive a base discount of 2% on orders between \$0 and \$19,999.99. In addition, we will give them the opportunity to take advantage of our volume-based discount structure for orders \$20,000 or more, as well as an additional 2% discount for members who choose to pay in full upfront.</p> <p>VOLUME BASED DISCOUNT STRUCTURE \$0-\$19,999.99 - 2% \$20,000-\$49,999.99 - 4% \$50,000-\$74,999.99 - 6% \$75,000-\$99,999.99 - 8% \$100,000+ - 10%</p> <p>If an order exceeds \$150,000, a minimum discount of 10% will be applied, with the potential of further discounts. We do not offer flat-line item discounts to everyday customers, so this price structure will be advantageous to customers who seek to purchase items under a Sourcewell contract. The opportunity for additional savings will also encourage qualified entities to become members.</p> <p>As our standard business practice, we include freight and packaging as an additional line item on all orders. This amount is dependent on the overall product type, weight, and shipping location. Miscellaneous charges, such as freight and packaging, will continue to be an additional non-discounted line item on every order.</p> <p>The Price &amp; Product List attachment in the Documentation section displays our standard commercial pricing items, along with a separate column that calculates the proposed 2% flat discount. The pricing listed does not include the administration fee. Standard item pricing is available to view on our website (<a href="http://www.keystoneridgedesigns.com">www.keystoneridgedesigns.com</a>). Since Keystone Ridge Designs exclusively sells through its own sales staff, there are no dealers or distributors that have differing prices, making buying from us even more transparent. Our pricing on the website is accurate and not inflated, or sold at any discounts unless we have an agreement with a purchasing organization.</p>	*															
66	<p>Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.</p>	<p>Sourcewell members will receive 2% off the list price and products. The discount will increase based on volume up to 10%, as shown below. List pricing will be attached to the Documentation section of this submittal and is publicly available on our website. Our sales dollar-based volume discount structure is as follows:</p> <table><tr><td>Orders up to \$19,999.99</td><td>2%</td><td></td></tr><tr><td>\$20,000-\$49,999.99</td><td>4%</td><td></td></tr><tr><td>\$50,000-\$74,999.99</td><td>6%</td><td></td></tr><tr><td>\$75,000-\$99,999.99</td><td>8%</td><td></td></tr><tr><td>\$100,000 +</td><td></td><td>10%</td></tr></table> <p>An additional 2% discount will be applied for members who choose to pay in full upfront.</p>	Orders up to \$19,999.99	2%		\$20,000-\$49,999.99	4%		\$50,000-\$74,999.99	6%		\$75,000-\$99,999.99	8%		\$100,000 +		10%	*
Orders up to \$19,999.99	2%																	
\$20,000-\$49,999.99	4%																	
\$50,000-\$74,999.99	6%																	
\$75,000-\$99,999.99	8%																	
\$100,000 +		10%																
67	<p>Describe any quantity or volume discounts or rebate programs that you offer.</p>	<p>Our sales dollar-based volume discount structure is as follows:</p> <table><tr><td>Orders up to \$19,999.99</td><td>2%</td><td></td></tr><tr><td>\$20,000-\$49,999.99</td><td>4%</td><td></td></tr><tr><td>\$50,000-\$74,999.99</td><td>6%</td><td></td></tr><tr><td>\$75,000-\$99,999.99</td><td>8%</td><td></td></tr><tr><td>\$100,000 +</td><td></td><td>10%</td></tr></table>	Orders up to \$19,999.99	2%		\$20,000-\$49,999.99	4%		\$50,000-\$74,999.99	6%		\$75,000-\$99,999.99	8%		\$100,000 +		10%	*
Orders up to \$19,999.99	2%																	
\$20,000-\$49,999.99	4%																	
\$50,000-\$74,999.99	6%																	
\$75,000-\$99,999.99	8%																	
\$100,000 +		10%																
68	<p>Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "non-contracted items". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.</p>	<p>Keystone Ridge Designs is the sole manufacturer of our products, so the discounting will apply to all quoted Keystone Ridge Designs products. In the event a product is sourced, we will honor the same discount percentages.</p>	*															



69	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	Freight and packaging will be listed as a separate non-discountable line item on every order. This amount can vary depending on the overall product type, weight, and shipping location.  We do not provide installation services – that will be the responsibility of the purchaser. Our products ship fully assembled and include simple installation instructions. If a customer is in need of a method to move products off the delivery truck to ground level, we are able to add liftgate service (non-discountable) to the freight and shipping cost. This will help those without a loading station, forklift, or moving crew remove items from the delivery vehicle.	*
70	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	Based on the products ordered, our system calculates the cost needed for appropriate packaging. Then we work with our logistics company to determine the most cost-effective shipping method for the sizes and weights of the complete shipment. Our shipping rates are negotiated with reputable trucking companies to offer the best price available while providing quality shipping service. Those packaging and shipping estimates are factored together to create our final Freight and Packaging line item on our quote. Freight and Packaging charges are based on quantities and location listed on the quotation. If the scope of the project changes, freight and packaging will be revised accordingly. Unless otherwise indicated, freight charges do not include unloading and placement. If you require lift gate service (lowering the products to ground level if there is no loading dock), please indicate at the time of order.  We proudly hold a (3) year warranty on all our products against material and workmanship defects from the day of shipment. We also offer a limited twenty (20) year warranty against structural failure of our steel products and a five (5) year warranty on any of our aluminum components. When repairs or returns are needed and under warranty, we handle the pickup, repairs, and re-delivery. If not under warranty, a 25% restocking fee will be assessed on returned orders and orders cancelled more than two weeks after placement. Our Warranty can be found at <a href="https://www.keystoneridgedesigns.com/resources/Warranty.aspx">https://www.keystoneridgedesigns.com/resources/Warranty.aspx</a>  We follow FOB Origin shipping terms. We also consider the Bill of Lading and the client receipt, which should be compared to each delivery for discrepancies. Products should be carefully examined for damage incurred during shipment. Keystone Ridge Designs is not responsible for product damage or shortage once the client signs the Bill of Lading. Inconsistency between order and shipment quantities, as well as product damage, must be indicated on the bill of lading upon delivery and before the freight company leaves the delivery site to file a damage claim with Keystone Ridge Designs. If damage is found or if there are any concerns regarding delivery, immediately notify Client Services at 1-800-284-8208.	*
71	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	The “international” shipments work the same way, except we have to contact our carriers who offer deliveries in those areas. It is calculated the same as continental US shipping.	*
72	Describe any unique distribution and/or delivery methods or options offered in your proposal.	If a customer does not have a docking station, forklift, or moving crew, they are able to request lift gate service. A lift gate can be added to the order to assist with moving the products off the delivery vehicle down to ground level. This service does not include product placement or installation.	*

73	<p>Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed agreement with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing.</p>	<p>Our self-audit process to ensure compliance and optimizations of the Sourcewell contract can be broken down into four categories: Training, Checks and Balances, Ongoing Evaluation, and Scheduled Maintenance.</p> <p><b>TRAINING</b>  Our sales strategy divides the US and Canada into six sales regions: Northeast, Southeast, Central, West, and Pacific. Each of these regions has a dedicated Territory Manager who reports to a National Sales Manager. If awarded a Sourcewell contract, our company will provide training to the involved staff to educate them on the contract's terms, pricing, and proper use. Participating Entities and members will be given their state's territory manager contact information so they can reach them directly Monday-Friday, 8:30 am – 5:00 pm EST, or they can contact the main office at (724)284-1213 and sales@krdusa.com. If training or further product education is needed or requested, our Territory Managers, National Sales Manager, and Marketing Director are all experienced in leading Team-based seminars with informative content about our product features, benefits, and applicable uses. These trainings can be provided at no cost and scheduled based on calendar availability.  Please feel free to contact our contract administrator with any questions:</p> <p>Abigail Austin  P: (724) 284-1213  a.austin@keystoneridgedesigns.com</p> <p><b>CHECK AND BALANCES</b>  Before generating a quote for the Sourcewell entity, the Territory Manager will cross-reference the Sourcewell database to verify that the requesting client is indeed eligible to purchase through the Sourcewell contract, and then proceed with the quote. The quoting department will utilize the ERP system to generate pricing, and will also double-check against the Sourcewell contract for confirmation of correct pricing and discounting. The contract administrator will perform quarterly spot checks of quotes submitted to Sourcewell members to cross-reference prices quoted with our price list and discount policy, ensuring that we consistently send accurate pricing information to the correct entities.</p> <p><b>ONGOING EVALUATION</b>  We are a data-driven company, and we will utilize our ERP software to continually monitor Sourcewell contract sales, evaluating the success of the contract and the internal team's effectiveness in promoting it. We have implemented and have been utilizing the ERP for over twenty years, and our standard of operation is to have multiple orders and orders from multiple agencies being handled and produced simultaneously. At both the start and end of each day, our VP of Operations, Plant Manager, and Production Manager look over each order, their promised ship dates, and our normal, expedited, and DIT orders; then, the next shift, week, and month are planned in advance to ensure the success of our process and meet the expectations of our clients. We routinely adjust shifts or modify system priorities through administrative controls to accommodate the status of various orders and approaching deadlines. Communication paths and authority lines have been clearly established within our company, which are used in conjunction with our extensive predictive software to optimize the scale of each of our production areas, thereby completing our orders and meeting our promised ship dates.</p> <p><b>SCHEDULED MAINTENANCE</b>  The contract administrator will be responsible for ensuring that the rules are followed and expectations are met in accordance with the terms of the contract, including any reporting, updating, and processing fees. To aid in the process, the features of our ERP system will generate necessary reminders and sales data to guarantee accurate and timely reporting and processing fees. A backup reminder will be set directly for the contract administrator through the calendar feature of Outlook.</p>
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74	If you are awarded an agreement, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the agreement.	<p>Through monthly sales team meetings and quarterly one-on-one meetings with individual Territory Managers, we will maintain a steady dialogue with the sales team to gauge interest and activity among their contacts. We will also utilize features in our CRM system to track mentions of the Sourcewell name in historical notes, determining how frequently it is discussed in conversations. The sales team already has multiple performance metrics for achieving goals in sales dollars, quoting dollars, referrals, and phone/email activity. We will break out these goals with subcategories related to Sourcewell contract promotion and orders.</p> <p>The proof will be in the final overall sales numbers, so we will conduct monthly exports from our ERP ordering system to general spreadsheets of sales data related to Sourcewell contracts, allowing us to keep tabs on year-to-date numbers. We will also look at comparisons of total sales figures in the public sector in years prior to the contract versus the time period after the start of the contract promotion to determine ongoing success. We have established an estimated sales growth of 10-15% within the public sector from this contract, and we will use that as a target goal to track progress towards that goal and make changes in our sales and marketing strategy as needed to achieve it.</p>	*
75	Provide a proposed Administration Fee payable to Sourcewell. The Fee is in consideration for the support and services provided by Sourcewell. The proposed Administrative Fee will be payable to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. The Administrative Fee will be calculated as a stated percentage, or flat fee as may be applicable, of all completed transactions utilizing this Master Agreement within the preceding Reporting Period defined in the agreement.	A 2% administrative fee will be applied by Keystone Ridge Designs and remitted to Sourcewell. This fee will be calculated from the product line-item totals of all sales orders at the end of each quarter.	*

**Table 6B: Pricing Offered**

Line Item	The Pricing Offered in this Proposal is: *	Comments	
76	The pricing offered is as good as or better than pricing typically offered through existing cooperative contracts, state contracts, or agencies.	The 2% base discount, plus the additional volume discounting, is more than what we offer to non-contract customers. The flat discount of 2% is more than what is being provided to our current contracts in New Jersey and Pennsylvania.	*

**Table 7A: Depth and Breadth of Offered Solutions (225 Points, applies to Table 7A and 7B)**

Line Item	Question	Response *	
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77	Provide a detailed description of all the Solutions offered, including used Solutions if applicable, offered in the proposal.	<p>We specialize in the outdoors by making public spaces and park settings more accessible and functional through the addition of durable, commercial-grade site furnishings, site amenities, and other resources for effective landscape design. Our American-made products include benches, litter receptacles, recycling containers, bike racks, table sets, planters, ash urns, bollards, movable chairs, tree guards, lounge chairs, umbrellas, standing counters, children's furniture, leaning rails, metal signage, cast bronze plaques, memorial benches, and other customizable landscape alternatives. Our core product line is made with fully welded steel construction and finished with an industry-leading Keyshield™ powder coat finish that offers unparalleled corrosion resistance and protective armor against daily abuse and harsh outdoor elements. This powder coat finish is also available with a silver-ion antimicrobial coating for additional public health, safety, and cleanliness. Other materials, such as aluminum, Ipe hardware, thermally modified wood, and recycled plastic slats, are also options in custom site furniture design.</p> <p>We have advanced capabilities in creating custom full-color metal signage for wayfinding, instructional guidance, health information, sponsorship recognition, or location branding. This process of metal signage is called KeyshieldArt™, and it fuses imagery into the powder coat finish to showcase graphics in a durable way that resists peeling, scratching, and other forms of deterioration. We use this same process to create what we call "wood-grain aluminum." This allows us to create tables, benches, and other products with the look of wood slats but the durability of metal.</p> <p>Finally, as a made-to-order manufacturer, one of the most significant benefits of our product line is that any of our products can be customized in a variety of ways to achieve design visions, including size, color, materials, laser cut-outs, capacity, curves, ADA accessibility, and more. From minor product alterations to entirely new concepts, Keystone Ridge Designs offers countless custom site furniture solutions. Sourcewell purchasers will have the ability to partner with our design team to create truly inspired furnishings and custom products. We do not just sell products; we offer consultative expertise in site furniture selection, customer design, and landscape architecture.</p> <p><b>WAYS TO CUSTOMIZE SITE FURNISHINGS</b></p> <p>Whether it's a small alteration or something designed entirely from scratch, we are ready to transform clients' visions into reality. Customization ideas include, but are not limited to:</p> <ul style="list-style-type: none"> <li>Plaques</li> <li>Laser Cuts</li> <li>Decals</li> <li>Materials</li> <li>Colors</li> <li>Custom Curves</li> <li>Custom Angles</li> <li>Arms</li> <li>Nameplates</li> <li>Accessibility</li> <li>Custom Lengths</li> <li>Custom Heights</li> <li>Lids</li> <li>Liners</li> <li>Mounting</li> <li>Seating Capacity</li> <li>Full Color Signage</li> </ul>	*
78	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	<p>Commercial Site Furniture  Site Furnishings  Site Amenities  Outdoor Furniture  Landscape Furnishings  Public Furnishings  Streetscape Amenities  Park Furniture  Playground Furniture  Landscape Solutions  Children's Furniture  Garden Furniture  Powder Coated Furniture  Memorial Benches  Municipal Furniture  Benches, Bike Racks, Litter Receptacles/Trash Cans, Recycling Containers, Table Sets, Planters, Bollards, Hand Sanitizer Stations, Umbrellas, Ash Receptacles, Leaning Rails, Chairs, Metal Signage</p>	*

**Table 7B: Depth and Breadth of Offered Solutions**

Indicate below if the listed types or classes of Solutions are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Include which ones you are offering	
79	<p>Category 1 Select only ONE of the Categories below to respond to, NOT multiple categories. A proposer would respond here if their primary offering is Water Play or Aquatic Equipment, including but not limited to:</p> <p>a) Water play and aquatic recreational structures and equipment, including, but not limited to: splash pads, waterparks, slides, docks, walkways, playable fountains, ground sprays and activity towers;</p>	<input type="radio"/> Yes <input checked="" type="radio"/> No	Not applicable.	*
80	<p>Category 2 Select only ONE of the Categories below to respond to, NOT multiple categories. A proposer would respond here if their primary offering is Outdoor Site Amenities and Furnishings, including but not limited to:</p> <p>a) Benches, picnic tables, bike racks, waste receptacles;            b) Dog Park solutions;            c) Playground and aquatic surfacing and fall protection;            d) Shade coverings</p>	<input checked="" type="radio"/> Yes <input type="radio"/> No	Keystone Ridge Designs' primary offering is Outdoor Site Amenities and Furnishings. We plan on offering all items listed with a and d.	*
81	<p>Category 3 Select only ONE of the Categories below to respond to, NOT multiple categories. A proposer would respond here if their primary offering is Outdoor Fitness, including but not limited to:</p> <p>a) Fitness equipment and related accessories of commercial grade (or better), principally designed or intended for use in an outdoor setting for activities such as:            i. Cardio training;            ii. Strength, agility, and mobility training; and            iii. Vocational and exercise/sports rehabilitation or therapy of joint and muscle injuries.</p>	<input type="radio"/> Yes <input checked="" type="radio"/> No	Not applicable.	*
82	<p>Category 4 Select only ONE of the Categories below to respond to, NOT multiple categories. A proposer would respond here if they have Playgrounds AND one or more of b, c, or d, including but not limited to:</p> <p>a) Playgrounds</p> <p>and at least one of the following:</p> <p>b) Water Play or Aquatic Equipment (See Category 1, above);            c) Outdoor Site Amenities and Furnishings (See Category 2, above); and            d) Outdoor Fitness (See Category 3, above).</p>	<input type="radio"/> Yes <input checked="" type="radio"/> No	Not applicable.	*
83	Services and equipment related to the Category you are responding to, please indicate what in the box. This section is for all categories offered.	<input type="radio"/> Yes <input checked="" type="radio"/> No	Not applicable.	*

Table 8: Exceptions to Terms, Conditions, or Specifications Form

**Line Item 84. NOTICE:** To identify any exception, or to request any modification, to Sourcewell standard Master Agreement terms, conditions, or specifications, a Proposer must submit the proposed exception(s) or requested modification(s) via redline in the Master Agreement Template provided in the “Bid Documents” section. Proposer must upload the redline in the “Requested Exceptions” upload field. All exceptions and/or proposed modifications are subject to review and approval by Sourcewell and will not automatically be included in the Master Agreement.

Do you have exceptions or modifications to propose?	Acknowledgement *
	<input type="radio"/> Yes <input checked="" type="radio"/> No

Documents

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.
2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.
3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.
4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as “Marketing Plan.”
  - [Pricing](#) - Sourcewell 2025 Product and Price List - Keystone Ridge Designs.pdf - Thursday October 16, 2025 08:44:43
  - [Financial Strength and Stability](#) - Financial Strength & Stability - Keystone Ridge Designs.zip - Thursday October 16, 2025 10:05:41
  - [Marketing Plan/Samples](#) - Marketing Plan & Samples.zip - Thursday October 16, 2025 07:45:54
  - WMBE/MBE/SBE or Related Certificates (optional)
  - [Standard Transaction Document Samples](#) - Transaction Document Samples - Keystone Ridge Designs.zip - Thursday October 16, 2025 10:09:38
  - Requested Exceptions (optional)
  - [Upload Additional Document](#) - Additional Documents - Keystone Ridge Designs.zip - Thursday October 16, 2025 09:18:07



## Addenda, Terms and Conditions

### PROPOSER AFFIDAVIT OF COMPLIANCE

I certify that I am an authorized representative of Proposer and have authority to submit the foregoing Proposal:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.
2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for award.
3. The Proposer certifies that:
  - (1) The prices in this Proposal have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other Proposer or competitor relating to-
    - (i) Those prices;
    - (ii) The intention to submit an offer; or
    - (iii) The methods or factors used to calculate the prices offered.
  - (2) The prices in this Proposal have not been and will not be knowingly disclosed by the Proposer, directly or indirectly, to any other Proposer or competitor before award unless otherwise required by law; and
  - (3) No attempt has been made or will be made by Proposer to induce any other concern to submit or not to submit a Proposal for the purpose of restricting competition.
4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest is created when a current or prospective supplier is unable to render impartial service to Sourcewell due to the supplier's: a. creation of evaluation criteria during performance of a prior agreement which potentially influences future competitive opportunities to its favor; b. access to nonpublic and material information that may provide for a competitive advantage in a later procurement competition; c. impaired objectivity in providing advice to Sourcewell.
5. Proposer will provide to Sourcewell Participating Entities Solutions in accordance with the terms, conditions, and scope of a resulting master agreement.
6. The Proposer possesses, or will possess all applicable licenses or certifications necessary to deliver Solutions under any resulting master agreement.
7. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
8. Proposer its employees, agents, and subcontractors are not:
  1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: <https://www.treasury.gov/ofac/downloads/sdnlist.pdf>;
  2. Included on the government-wide exclusions lists in the United States System for Award Management found at: <https://sam.gov/SAM/>; or
  3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

☒ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Abigail Austin, Project Manager & Contract Specialist, Keystone Ridge Designs, Inc.

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the obligations contemplated in the solicitation proposal.

☒ Yes    ☐ No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "**I have reviewed this addendum**" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
<b>Addendum 3 Playground Equipment Outdoor Fitness RFP 101625</b> Fri October 3 2025 04:18 PM	<input checked="" type="checkbox"/>	4
<b>Addendum 2 Playground Equipment Outdoor Fitness RFP 101625</b> Wed October 1 2025 11:49 AM	<input checked="" type="checkbox"/>	3
<b>Addendum 1 Playground Equip Outdoor Fitness RFP 101625</b> Wed September 24 2025 01:18 PM	<input checked="" type="checkbox"/>	2