



HART COUNTY BOARD OF COMMISSIONERS
800 Chandler Street
HARTWELL, GA 30643

DATE: September 3, 2021

RFP NOTICE

Introduction

The Hart County Recreation and Parks Department is requesting Requests For Proposals (RFP) for Tennis Court Reconstruction of two (2) tennis courts and Resurfacing/Repair of four (4) courts at the Clay Street Park located at 200 Clay Street, Hartwell, Georgia

RFPs are due to the Hart County Board of Commissioners located at 800 Chandler Street, Hartwell, Georgia, 30643 before 3:00 PM on October 7, 2021. Label RFPs: "Tennis Court Reconstruction and Resurfacing Project at Clay Street Park." Late bids will not be accepted. RFP's will be publicly opened on October 12, 2021, at the Board of Commissioners Meeting.

RFPs must be received either via mail or hand delivered in a sealed envelope. Faxed bids cannot be accepted.

Please address mailed RFPs, Fed-Ex, UPS, or hand deliver bids to:

HART COUNTY BOARD OF COMMISSIONERS
800 CHANDLER STREET
HARTWELL, GA 30643
Attn: Lawana Kahn

Also, please show the following on the OUTSIDE of the envelope:
RFP FOR Tennis Court Reconstruction and Resurfacing/Repair Project

NOTE: Some "Next Day" deliveries may not get delivered to this office prior to the bid opening. Please be aware of this and make arrangements to have your bid here on time, as late bids will be rejected.

NOTICE: If you are downloading this information from a web page, you must register with Hart County Board of Commissioners at the contact information listed in Section V, Interpretations or Addenda or via email at jconwell@hartcountyga.gov This is the only way Hart County can be sure that you receive all addendum and relevant information for this bid.

Hart County Board of Commissioners
RFPs FOR: Tennis Court Reconstruction and Resurfacing/Repair Project

DATE RFPs DUE: October 7, 2021
3:00 p.m.

RFP FORM
HART COUNTY BOARD OF COMMISSIONERS
800 CHANDLER ST., HARTWELL, GA 30643

The (Company) _____

submits herewith RFP in response to bid request in this package, and in compliance with the description(s) and/or specification(s) attached hereto for the Tennis Court Reconstruction and Resurfacing/Repair Project.

NOTE: You must sign and complete the RFP Supplemental Form also.

PROPOSAL CORRESPONDENT

Upon release of this Request For Proposal, all vendor communication concerning this project must be directed to the HCRPD correspondent listed below:

James Owens, Director

Hart County Recreation and Parks

200 Clay Street

Hartwell, Georgia 30643

Phone: 706-376-8528

jowens@hartcountyga.gov

Any oral communications will be considered unofficial and non-binding on the County and HCRPD. Vendor should reply only on written statements issued by the HCRPD correspondent.

Hart County requirements BEFORE sending RFP:

All parties submitting RFP's must attend the pre-bid meeting to be held on September 16, 2021, 10:00 a.m. at 200 Clay Street, Hartwell, GA 30643

Contractor/Sub-contractor affidavit(s) MUST be completed and submitted with the RFP. Affidavits are included with this packet.

NO OBLIGATION TO BUY

The County reserves the right to refrain from contracting with or purchasing from any vendor. The release of this request for proposals does NOT compel the County to enter into any contract.

COST OF PREPARING PROPOSALS

The County is not liable for any cost incurred by vendors in the preparation and presentation of proposals and demonstrations submitted in response to this proposal.

PROPOSAL AWARD AND EXECUTION

Proposers submitting proposals may be afforded the opportunity for discussion, negotiation, and revision of proposals. All responsible offerors found by the County to have submitted proposals reasonably susceptible of being selected for award may be given the opportunity to participate in such discussion, negotiations and revisions.

Bid/Proposal Security

Bid/Proposal Security: Each bid or proposal must deposit with his/her bid or proposal, as bid security, a bid bond payable to the County in an amount equal to five (5) percent of the total amount bid or proposed.

Contract Security: The successful bid or proposal will be required to furnish a separate performance and payment bonds payable to the County. Each bond shall be in an amount equal to 100% of the contract price as security for the contractor's faithful performance and payment of all obligations under the contract documents.

Timeline:

- Thursday September 16 at 10:00 Pre-RFP Meeting
Tennis Courts
200 Clay Street Hartwell, GA
- Thursday October 7, 2021 at 3:00 RFP Deadline
- Tuesday October 12, 2021 RFP's opened publicly
- Tuesday October 26, 2021 RFP's Project Awarded
- End of November Project Completed

ASPHALT TENNIS COURT CONSTRUCTION

1.00 Scope and Services

The scope of Asphalt Tennis Court Construction covers all aspects of the construction of new tennis courts at the Clay Street Park. The area of the courts will be rough graded by the Hart County Road Department prior to the beginning of tennis court construction. Tennis Court Construction shall include site preparation, final grading, construction of tennis courts, installation of fencing, application of color coating surfacing material and all painted lines for tennis and pickle ball as specified by the Recreation Director. In situations where lighting is required and/or concrete work (drainage flumes, sidewalks, etc...), these items shall be completed by the companies under contract with Hart County BOC. In these situations, the tennis court contractor shall be required to work with and coordinate scheduling of processes to effectively complete the job.

1.01 LOCATION

The work described by these specifications is located at 200 Clay Street, Hartwell, Georgia, 30643 in the Clay Street Park.

1.02 METHODOLOGY FOR SELECTION

The Recreation Advisory Board and the Recreation Director will review the RFP's and make a recommendation to the Hart County Board of Commissioners who will make the final decision.

1.03 PAYMENT

Materials and labor required for construction must be completed and accepted by the Recreation Director before payment. The cost for pavement, earthwork, soil testing, compaction testing, preparation of sub-base for furnishing, hauling, mixing, spreading, and rolling of all material (including water and sand), required court markings, site drainage, grassing, installation of fencing, all fence post, gates, stone, net posts, sleeves and center strap anchors, any dirt (red clay) for compaction, tack coat, two contrasting colors chosen by the Hart County Recreation and Parks Department must be complete.

1.04 MATERIALS

- A. The Contractor must furnish all necessary machinery, tools, apparatus, equipment, materials, labor, and all things necessary to:
 - 1. Prepare sub-base and install all stone base, asphalt and color surface materials as specified
 - 2. Install all nets, net tension devices, net post, fencing fabric, fence post, and gates with new materials as specified in drawings or approved equal.
 - 3. Color coat and stripe courts as specified. Color coat and stripe must be applied per the manufacturer's specifications for the materials used.
- B. Stone for graded aggregate base course must be crusher run, of uniform quality throughout one hundred percent passing through a one and one-half sieve in accordance with the Georgia Department of Transportation Standard Specifications.
- C. Bituminous concrete for leveling course shall be 12.5 MM recycled asphalt/concrete in accordance with the Georgia Department of Transportation Standard Specifications.
- D. Bituminous concrete for the surface course shall be 9.5 MM recycled asphalt/concrete in accordance with the Georgia Department of Transportation Standard Specifications.

- E. Surfacers/Levelers shall be Sport Fill Surfacers and Super Sport with Spinflex Acrylic Surface or approved equal. Materials must be applied according to the manufacturer's specifications. All materials must be delivered to the site in the manufacturer's original package or container. Contractor is responsible for all materials stored on site.

1.05 INSTALLATION

Final Grading: All excavating, filling, compacting, grading and leveling work required must be performed so that the finished sub grade is 4"-6" above the surrounding ground and slopes not less than 0.83% (1:120) and not more than 1% (1:100). Each court surface must slope on a true plane in the direction and has the same grade. Unless otherwise specified, tennis courts are to slope side-to-side.

1.06 GRADED AGGREGATE BASE

The Graded Aggregate Base shall consist of four (4) inches minimum finished thickness and crusher run stone compacted to a hundred percent maximum dry density. This course must be laid to achieve the required slope with no variation greater than one quarter inch along a fifteen foot straight edge in any direction.

1.07 ASPHALT LEVELING COURSE

The Asphalt leveling course, 12.5 MM recycled asphalt/concrete, must be placed in accordance with the Georgia Department of Transportation Standard Specifications. The compacted thickness of this course shall be not less than one and a half inches and compaction shall achieve one hundred percent maximum density. This course shall be laid to achieve the required slope with no variation greater than one-quarter inch along an eighteen-foot straight edge in any direction.

1.08 ASPHALT SURFACE COURSE

The asphalt surface course 9.5 MM recycled asphalt/concrete must be placed in accordance with the Georgia Department of Transportation Standard Specifications. The compacted thickness of this course must not be less than one inch and compaction shall achieve one hundred percent maximum density. This course must be laid to obtain the required slope with no variations greater than one-eighth inch along an eighteen-foot straight edge in any direction. Upon completion of the placement and rolling the court must be flooded with water in the presence of the Recreation representative and any depressions holding water deeper than one-eighth inch shall be leveled.

1.09 SITE CONDITIONS

- A. Locate existing underground utilities in the area of work. If utilities are to remain in place, provide adequate means of protection during earthwork operations. Should piping or other utilities be encountered during excavation, consult the Recreation Director immediately for directions.
- B. The contractor, at no cost to the owner, shall repair damaged utilities to the satisfaction of the utility owner.
- C. Contractor must follow all applicable Erosion and Sediment Control requirements, as regulated By Hart County and the State of Georgia.

1.10 PREPARATION OF SUB-GRADE

The sub-grade shall be prepared by mixing the existing stone base material thoroughly with the top four inches of soil. The sub-grade shall be shaped, rolled and thoroughly compacted to a uniform 95 percent maximum dry density (standard Proctor) throughout its entire length, width and depth. After the sub-grade has been thoroughly compacted, work shall cease until compaction tests have been conducted by the soil-testing group to ensure compaction. At the Recreation Director's discretion, these test may be supplemented or eliminated by proof of rolling by the contractor using a fully loaded dump truck. All areas which fail to meet the compaction requirement or, are found to pump or shove during this proof rolling shall be removed and satisfactorily repaired and tested again. Under no circumstances shall the contractor cover any sub-grade until it has been adequately tested and accepted by the Recreation Director or designee. Prevent surface water and subsurface or ground water from flowing into excavations and from flooding project site and prevent soil changes detrimental to stability of subgrade. Provide and maintain de-watering equipment necessary to convey water away from excavations.

The entire sub-grade and areas to be covered with asphalt shall be thoroughly treated with Roundup or approved equal, in accordance with the manufacturer's directions and recommendations. Apply the solution of Roundup and water directly to the soil. (Roundup as manufactured by the Monsanto Agricultural Products Company, St. Louis, Missouri 63166, phone: 1-800-621-5199). The Contractor shall comply with all Federal, State, and Local regulations in the use of all herbicides.

1.11 SURFACE PREPARATION

Base Course

When directed, the surface to be treated must be cleaned of dust, dirt and loose or foreign material immediately preceding the application of the prime or tack coat. Care must be given to clean but not loosen or dislodge the embedded aggregate in base course. Patches of asphalt, dirt or other material which do not form an integral part of the surface to be treated shall be removed. When directed, the surface must be sprinkled with water and given an additional sweeping with hand brooms.

Prime Coat

After the surface to be treated has been prepared, the bituminous material for the prime coat must be uniformly sprayed at the rate of 0.30 per square yard. No material for a succeeding course must be placed on a primed base course until the prime coat has cured sufficiently to prevent damage by hauling operations. If the primed surface becomes damaged prior to the application of the wearing course, such areas shall be cleaned or patched and retreated at the expense of the Contractor. The surfaces of all structures must be protected by some satisfactory method to prevent them from being marred by the application of bituminous material. The Contractor will be responsible for the removal of asphalt contamination caused by his/her operations from all structures at no cost to the Owner. The asphalt removal shall be accomplished by sandblasting on all structures.

Tack Coat

The tack coat must be applied in the same manner as outlined above for the application of prime coat. When emulsified asphalt is used, it shall be diluted with water as directed. The rate of application must be 0.10 gallon per square yard. The tack coat must be applied sufficiently in advance of the wearing surface to allow the proper curing of the bituminous material but shall not be applied so far in advance as to lose its adhesiveness as a result of covered at the expense of the Contractor.

If the tack coat becomes damages or covered with foreign material prior to placing the wearing surface, such areas shall be cleaned and retreated at the expense of the Contractor.

1.12 CONSTRUCTION METHODS

Prior to the arrival of the mixture on the work, the prepared surface, primed or tack coated as specified, must be cleaned of all loose or foreign material. The mixture shall not be placed on a surface which shows evidence of moisture.

The mixture must be transported from the paving plant to work in tight vehicles previously cleaned of foreign materials. No loads shall be sent out so late in the day as to interfere with spreading and compacting the mixture during daylight hours unless artificial light, satisfactory to the Recreation Director is provided.

The mixture must be laid upon an approved surface, spread and struck off to the grade and elevation established. Bituminous pavers shall be used to distribute the mixture over such partial width as may be practicable.

The longitudinal joint in one layer shall be offset that in the layer immediately below by approximately 6 inches.

Hand spreading will be permitted only in small areas inaccessible to the spreader.

When more than course is called for in these specifications, the succeeding course shall follow not later than 72 hours unless the preceding course is given a tack coat. If proper bond is not obtained between two courses, a tack coat shall be used even though the lapsed time has been less than 72 hours.

The mixture, after being spread, shall be compacted by rolling as soon as it bears the weight of the rollers and sequences of rolling operations shall be such that the required density and surface are consistently attained while the mixture is in a workable condition.

Rolling shall start longitudinally at the sides and proceed toward the opposite side of the court, overlapping on successive trips by at least one-half of the width of the roller.

The speed of the rollers shall be slow enough to avoid displacement of the hot mixture. Any displacement occurring as a result of reversing the direction of the roller, or from any other cause, shall be corrected at once by the use of rakes and the addition of fresh mixture as required. Rolling shall proceed continuously until all roller marks are eliminated and required density is attained. To prevent adhesion of bituminous mixture, rollers shall be kept moist for the full width of the rollers, but an excess of water will not be permitted.

Placing of the bituminous paving shall be as continuous as possible. Rollers shall not pass over the unprotected end of the freshly laid mixture unless authorized by the Recreation Director.

1.13 NET POSTS, SLEEVES, CENTER STRAP ANCHORS, AND BENCHES

All net posts shall be installed per following specifications:

- A. Post foundations shall be installed not less than twenty-four inches in diameter at the top, not less than thirty inches in diameter at the bottom, and not less than thirty-six inches in depth.
- B. Concrete shall attain compression strength of not less than three thousand five hundred pounds per square inch, twenty-eight days after paving.
- C. Net posts shall be galvanized steel having an outside diameter of not less than two and seven eighths inches and shall be equipped with a lever or ratchet type net tightening device. Post shall be plumb and true so as to support the net at a height of forty-two inches above the court's surface at the net posts. Post should be Douglas Premier or equivalent type net post with an external crank with a removable handle. Brass mechanisms (internal or external) will not be accepted.
- D. Benches shall be installed as shown on drawing. Benches will be provided by owner. The bench seat should be set to 18 inches above the finished tennis court surface. Bench post should be 24 inches below the finished surface of the tennis courts. Bench post holes radius should be a minimum of 6 inches. All post shall be concreted and braced for support for 72 hours minimum while concrete cures. Benches shall be level and plumb with the finished court surface.

1.14 PLAYING LINES

After the resurfacer has thoroughly cured, playing lines must be accurately located and marked in accordance with the rules of the United States Tennis Association (USTA), and painted with a paint approved or recommended by the manufacturer of the color finish material. Each full-sized court will have additional USTA approved mini-court lines (Quick Start lines) or Pickle Ball lines applied as well as the standard court lines according to USTA guidelines unless specified otherwise by the Hart County Recreation and Parks Department. The use of traffic, oil alkyd, or solvent vehicle type paints is prohibited.

1.15 FENCING

- A. All fencing around the tennis courts shall be with new material. Fence posts shall be aligned, all fabric securely tied and double wrapped, top rails straight and clamped off, all gates repaired and adjusted to open and close freely, all gates equipped with a positive latching device that will accommodate padlocking. A double gate shall be installed for a lift access in each fenced area.
- B. Fence fabric must be adjusted so that the bottom of the fabric shall be three quarters of an inch (+/-) one quarter of an inch from the court surface. Under no circumstances will the fencing be accepted where tennis balls can escape the court under the fence or gate areas.
- C. The ten foot high fence shall be constructed of 9-gauge black vinyl-coated chain-link fabric with 1-3/4" mesh. Pedestrian gates must have 4-foot openings. Owner has option to add permanent "California Corners" as part of fencing.

1.16 MATERIAL

Material for framework shall be steel conforming to the applicable requirements of the latest ASTM Standard Specifications, Serial Designation A#^ for Structural Steel.

For the ten-foot fence, end, corner and gateposts shall be 3 inch outside diameter schedule 40.

Line posts for the ten-foot fence shall be 2-1/2 inches outside diameter schedule 40.

Top and bottom rails for the ten-foot fence shall be 1-5/8 inch outside diameter schedule 20. Top and bottom rails shall be provided with expansion rail couplings spaced at not less than 20 foot intervals.

Gate posts for pedestrian gates shall be 3 inch outside diameter pipe, schedule 40.

Gate posts for vehicular gates shall be 4 inch outside diameter pipe, schedule 40.

Braces must be provided at all corners and wherever fabric is not continuous, such as at gates or other openings. Braces shall be of the same material as top rail.

Fittings used in connection with the fence and gates shall be malleable or pressed steel.

Gate frames shall be of 1.9 inch diameter pipe, schedule 40. Corner fittings shall be of heavy, malleable iron castings or pressed steel. Fabric shall be same as in fence. Each frame shall be equipped with 3/8-inch diameter adjustable truss rod. Gates shall be complete ball and socket hinges, catch and stops. Hinges shall provide for swinging the gate open through an arc of not less than 180 degrees. Gates shall be suitably braced and reinforced to prevent sagging.

All materials entering into the construction of required fencing shall be heavily galvanized by the hot-dip process.

1.17 CONSTRUCTION

End, corner, gate posts must be set in a concrete base not less than 18 inches in diameter which shall extend at least three inches below the bottom of the post. The post shall extend to a depth of at least three feet below the surface of the ground. A brace shall be spaced midway in height of each end, corner, and gatepost shall extend to the first line post. Braces shall be securely fastened to post by means of malleable iron connections and trussed from line post back to end, corner, or gatepost with a 3/8-inch diameter rod.

Line posts must be set in a concrete base not less than 12 inches in diameter which shall extend at least three inches below the bottom of the post. The post shall extend to a depth of at least 30 inches below the surface of the ground. Line posts shall be equally spaced along the line of the fence and not to exceed ten-foot intervals.

Top rail must be installed between line posts. Fabric shall not be erected until concrete has had sufficient time to cure. Chain link fabric shall be stretched to uniform tightness on the inside of the posts with suitable tools and shall be attached with No. 6 gauge galvanized wire clips securely clinched and attached by means of adjustable clamps. Fabric shall be fastened

to line posts at 14-inch intervals. Fabric shall be attached to rail at 24-inch intervals by tie wires.

A No.7 coil spring galvanized wire shall be stretched along the bottom of the fence and securely fastened to the posts. The chain link fabric shall be attached to the tension wire at intervals not to exceed two feet.

1.18 LIGHTING

Owner requests pricing for LED lighting for all 6 courts. Pricing should include materials and labor. Include all lighting specs with lighting.

A three inch schedule 40 PVC conduit will be laid along the two longest sides of the courts and the end next to Bailey Street. An electrical junction box will be positioned at a specified location where the light poles will be located.

1.19 CLEAN-UP AND REPAIR

Immediately upon the completion of any given site, all debris, barrels, and spilled resurfacer shall be cleaned up daily and removed from the site. Lunch bags, coffee cups, drink cans/bottles, etc., shall be cleaned up daily and placed in trash barrels or dumpsters located in the park. Use of ammonia during clean-up is prohibited. Contractor shall restore or replace any areas damaged or displaced as a result of this installation. Such restoration shall include, but not limited to, damaged fences, net posts, cracked sidewalks, and rutted grass or damaged shrubs or trees. The replacement of any such items shall be equal to or greater than the original at no cost to the Owner.

1.20 WEATHER LIMITATIONS

No part of the construction shall be conducted (a) unless the air temperature is at least 50 degrees (10 degrees centigrade) and rising, nor (b) during rainfall or when rainfall is imminent.

1.21 WARRANTY

The Contractor shall Warranty that all workmanship, design, and materials shall be free of defects for a period of one year (minimum) from Owner acceptance of the completed project. If any part of the Contractor's installation shall fail during the Warranty period, it shall be replaced or repaired and restored to service at no costs or expense to the Owner.

1.22 SILENCE OF SPECIFICATIONS

The apparent silence of any specifications or omission of details from a detailed description concerning any point shall be regarded as meaning that only the best commercial practices are to prevail and only materials of first quality and correct type, size and design are to be used. All workmanship is to be of first quality.

Guidelines as provided by the 'American Sports Builders Association' are expected to be followed to serve as minimum expectations. All interpretations of this specification shall be made upon the basis of this statement. Specifications are to meet standards set forth and Owner interpretation shall prevail.

EARTHWORK

1.01 WORK INCLUDED

The work covered by this section includes furnishing all labor, equipment and materials required to accomplish all grading and any other similar, incidental, or appurtenant earthwork operation which may be necessary to properly complete the work. All work shall be done in strict conformity with the specifications of the Recreation Director.

1.02 REGULATORY AGENCIES

State and local codes shall control the disposal of pavement and other matter from the site demolition or cleaning operations. Erosion control is the responsibility of the Contractor and must be done in accordance with state and county codes.

EXECUTION

2.01 FINISH GRADING

Finish grading shall be made to blend into conformation with remaining natural ground surfaces. All finish grading surfaces shall be left smooth and free to drain. Selected materials, which may have been obtained during demolition of the site, shall be spread around the perimeter of the courts in a manner to provide positive drainage away from the courts and shall be suitable compacted for grassing. Excess materials, if any, shall be spread and compacted as directed by the Recreation Director. Where necessary, or where shown, finish grading shall be extended to insure that water will be directed to the drainage ditches, the site area left smooth, graded areas seeded and strawed and free of depressions holding water.

2.02 MAINTENANCE

All excavated and filled areas for tennis courts shall be maintained by the Contractor in good condition at all times until final acceptance of the project.

2.03 MEASUREMENT

Earthwork items will not be measured separately for payment, but included with the scope of work required for construction of courts and associated work.

2.04 PAYMENT

No separate payment will be made for earthwork which should be completed and accepted by the Recreation Director, and all cost are to be included in the unit cost for resurfacing and/or reconstruction of courts bid items.

RESURFACING COURTS

SCOPE OF WORK (Product/Service Requirements)

The following specifications are provided as a minimum requirement only. HCRPD will consider any product/service that meets or exceeds the minimum requirements. Proposers shall provide information regarding the proposed product/service for evaluation by HCRPD.

OBJECTIVE

To repair and resurface listed tennis courts for this project, each proposer submitting a proposal must submit, along with its proposal, references of its work performed and satisfactorily completed in the past two (2) years.

INTERPRETATION

All questions about the definition and intent of these specifications shall be directed to the Recreation and Parks Director or designee.

EXAMINATION OF SITE AND SPECIFICATIONS

Before submitting a proposal, each proposer must:

1. Examine the specifications and scope of work thoroughly;
2. Visit each site to familiarize themselves with conditions at each site that may affect the performance of the work;
3. Familiarize themselves with all local laws, ordinances, rules and regulations affecting the performance of the work;
4. Carefully correlate observations with the requirements of the specifications. Any costs incurred or implied in the preparation of this proposal will be at the expense of the proposer. Hart County will not honor any request for reimbursement of costs incurred.

RESURFACING MATERIALS AND APPLICATIONS

When submitting a proposal, the proposer should identify the manufacturer of the product chosen and submit along with the proposal, the manufacturers product data, including surface and crach preparations and application instructions and color samples.

1. Approved materials are:
 - a. Laykold Colorcoat
 - b. Southern Sports Surfaces
 - c. Color Coat
 - d. Sportsmaster
 - e. Other fast dry resurfacing material upon approval by owner
2. Delivery, Storage, and Handling
 - a. Deliver materials to job site in manufacturers original, unopened containers and packaging with labels clearly identifying the product name and manufacturer.
 - b. Store and handle materials in accordance with manufacturers instructions.
 - c. Keep materials in manufacturers original unopened containers and packaging until application.
 - d. Store materials in clean, dry areas, out of direct sunlight
 - e. Protect materials during storage, handling, and application to prevent contamination or damage. Close containers when not in use.

3. Do not apply asphalt tennis court surface coating when air or surface temperature is below 50 degrees Fahrenheit during the application or within 24 hours after application.
4. Do not apply asphalt surface tennis court color coating when rain is expected during application or within 24 hours after application.
5. All courts at the Clay Street Park will be resurfaced with a color of choosing by the HCRPD.
6. All surfaces shall be thoroughly cleaned with pressure, any loose material scraped and removed. The surface shall be free of oil, grease, dirt, debris, tool marks, ridges and valleys.
7. Replace all asphalt as needed.
8. Fill all cracks
9. Replace/repair net posts as needed.
10. Resurface all courts.
11. Stripe all courts with tennis court and pickle ball court lines. Pickle Court lines will be of a different color.

PLAYING LINES

After the surface has thoroughly cured, layout tennis court and pickle ball court lines according to the USTA Rules of Tennis. Apply line markings in two (2) inch wide playing lines, masked and painted with two (2) coats of approved line paint.

NET POSTS

All net posts are to be wire brushed and painted with a rust resistant paint. If needed replace post with new.

CLEAN UP

Upon completion of the work day, all tools, materials and debris should be properly stored or disposed of and any damages or spills repaired or cleaned up.

PROTECTION

Lock gates to prevent traffic of any sort on courts until sufficiently cured.

OFFICIAL COMPANY NAME AND ADDRESS

SIGNATURE _____

PRINT NAME _____

TITLE _____ PHONE _____

DATE _____ FAX _____

Corporate Seal (if applicable)

EMAIL: _____

BID SUPPLEMENTAL FORM
HART COUNTY BOARD OF COMMISSIONERS

DATE: _____ BID: Tennis Courts

NOTICE: Hart County Purchasing Policy prohibits awards to a (1) county employee, (2) employee of a constitutional officer, (3) a Board of Commissioner Member, (4) Constitutional Officer or to a company/business where a county employee/Constitutional Officer holds any interest. These prohibitions also apply to immediate family members of those listed above. By signing below, you are confirming that these prohibitions do not apply to your company/bid.

References: Name Title Organization Phone Number email address

- 1.
- 2.
- 3.

_____(Bidder) takes the following exceptions to the specification and bid documents:

(Important: See section IIb)

SIGNATURE: _____

Date: _____

CONTRACTOR AFFIDAVIT AND AGREEMENT

By executing this affidavit, the undersigned contractor verified its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is contracting with the Hart County Board of Commissioners has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United State Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the Hart County Board of Commissioners, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the (name of the public employer) at the time the subcontractor(s) is retained to perform such service.

EEV/Basic Pilot Program* User Identification Number

BY: Authorized Officer or Agent

Date

Title of Authorized Officer or Agent of Contractor

Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON
THIS THE ____ DAY OF _____, 20__

Notary Public
My Commission Expires:

* As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV/Basic Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

SUBCONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with (name of contractor) on behalf of the Hart County Board of Commissioners has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

EEV/Basic Pilot Program* User Identification Number

BY: Authorized Officer or Agent
(Subcontractor Name)

Date

Title of Authorized Officer or Agent of Subcontractor

Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME THIS
THE _____ DAY OF _____, 20____

Notary Public
My Commission Expires:

* As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV/Basic Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

I. GENERAL INFORMATION FOR BIDDERS

Hart County reserves the right to reject any or all bids, further negotiate with one or more bidders, and, waive any technicalities or informalities if it is deemed in the best interest of the County. Hart County assumes no responsibility in the costs incurred by the bidder in preparing a response.

It is the bidder’s responsibility to verify all quantities and specifications are met to perform the work as specified herein, before submitting their bid. Price submitted shall include all labor and materials for completion of the work. In the event of a conflict between these specifications and any referenced specifications the higher quality specification shall supersede. Quantities listed are approximate and may be varied at the discretion of the Owner.

All measurements given on the list of work to be done are approximate. It is the contractor’s responsibility to verify all quantities and measurements necessary to perform the work as specified herein, before submitting their bid.

Bids submitted and prices submitted shall be valid for 90 days after submittal of bids. After this 90 day period, the bidder has the right to withdraw his pricing or be awarded the work at the bid price should the County choose to award this work.

The Contractor shall be responsible for all damage or injury to property of any character resulting from any act, omission, negligence, or misconduct in the prosecution of the work. When any direct or indirect damage or injury is done to private or public property by or on account of any act, omission, negligence or misconduct in the execution of the work, the Contractor shall either restore at his own expense such property to a condition similar or equal to that existing before such damage or injury occurred; or shall make good such damage or injury in a manner acceptable to the owner of the damaged property and to the County.

If unit prices are required to be submitted with the bid, these unit prices will be applied to any changes that occur in the project as directed by the owner through a formal change order. The unit prices submitted will include all expenses including engineering, profit, overhead or any other expenses occurring with the changed unit. Changes/unit prices will apply to both additions and deletions of work.

II. PREPARATION OF BID

A. Submit bid on the proposal forms provided. Complete both the bid form and bid supplemental form. Place the bid in both numbers and words on the bid form in the space provided. In the event of a conflict between the number and words, bid the price in words shall be used. Place bid (if applicable) within an envelope addressed:

Hart County Board of Commissioners
800 Chandler Street
Hartwell, GA 30643
Attn: Lawana Kahn

Place on outside of envelope:
“Bid for tennis courts”

B. Any deviations (exceptions) from the bid specifications must be included on the Bid Supplemental form. Such deviations may be evaluated by the Owner in making a final determination as to the selection of a bidder. There are general specifications in the bid notice.

Contracts need to be specific in detail of the work he will perform.

Contractor shall list on the Bid Supplemental Form all of their proposed sub-contractors. Sub-contractors must be licensed by the State of Georgia for their respective discipline (if applicable). Changes in sub-contractors by the successful contractor after the bid award must be approved in writing by the County.

A list of equipment owned by any bidder must also be included to help determine their ability to complete the contract (or attached with the bid).

References for similar work (minimum of three) as this project must also be included on the bid supplemental form or attached with the bid.

C. Submit proposals filled out in ink or typewritten, without erasure, interlineations or changes. No bid changes will be permitted to be placed on the outside of the envelope. If a bidder desires to change the bid prior to the deadline for acceptance, the bidder may remove the old bid, place the revised bid in a new sealed envelop.

D. Make proposals in name of the principal and if a partnership, give names of all parties. Give exact post office address. If an agent submits proposals, provide satisfactory evidence of agency authority with proposal.

III. BIDDER'S RESPONSIBILITY

A. Before submitting their bid, the Bidder shall carefully perform all necessary investigations to inform themselves thoroughly as to the specifications needed for this work.

B. If the amount bid is in excess of \$100,000, then the bidder must comply with the Georgia Public Works Procurement Law. Coincident with execution of Contract, contractor may be required to furnish a Performance Bond and Payment Bond in an amount equal to one hundred percent (100%) of Contract price. This bonding condition may be waived by the County.

IV. INSURANCE, LAWS, PERMITS, LICENSES, REGULATIONS, ETC.

A. Licensure for work will be as required by any applicable regulatory agency.

B. The Contractor, in execution of the work, shall conform to all applicable Federal and State laws, Municipal Ordinances and rules and regulations of all authorities having jurisdiction over construction of the work, including in part, all construction codes and safety codes which may apply to (1) performance of work; (2) protection of adjoining and adjacent property; (3) maintenance of passageways, guard fences or other protective facilities; and shall obtain and pay for all permits, licenses and approvals necessary for construction of the work and give all required notices.

C. The Contractor shall arrange for all inspections required by Federal, State, and Municipal or other authorities having lawful jurisdiction and pay all fees and cost incurred.

D. The successful bidder shall be required to submit proof of workman's compensation coverage for all employees of the bidder, as well as public liability insurance of at least \$500,000/\$1,000,000 limits. In addition, the successful bidder will be solely responsible for any damages done by their

company (or their subcontractors and suppliers) to public utilities and/or personal property as a result of the execution of this Contract.

V. INTERPRETATIONS OR ADDENDA

Any questions concerning this invitation should be directed via fax or mailed to:
James A. Owens, Director
Recreation and Parks
200 Clay Street
Hartwell, GA 30643
706-856-5358

Hart County reserves the right to reject any or all bids, to further negotiate with one or more bidders, and, to waive any technicalities and informalities, and to accept the bid deemed to be in the best interest of the County.

No oral changes or interpretations shall be made to any bidder regarding the bid documents or any part thereof. Every request for an interpretation shall be made in writing via fax or mail to: James Owens, Recreation Director, at the contact information above.

Any inquiry received five or more days prior to the date fixed for acceptance of bids will be given consideration and addressed to all known bidders in the form of an Addendum. Any changes or interpretations to the specifications shall also be in the form of an Addendum to the Bid Documents. All Addenda will be faxed and mailed to each person holding Bid Documents, but it shall be the bidder's responsibility to make inquiries as to the Addenda issued. All such Addenda shall become part of the Bid Documents and all bidders shall be bound by such Addenda, whether or not received by the bidders. It shall be the bidder's responsibility to ensure delivery of any and all requests for interpretations.

VI. OTHER REQUIREMENTS

Contractor shall employ certified personnel to perform this work. Contractor will be responsible to ensure safe conditions exist around the work as a result of activities.

Should the contractor, in the opinion of Hart County representatives, fail to comply with any requirements of these specifications; the County may delay work until such requirements are satisfactorily met.

Any quantity listed is approximate and/or estimated. Contractor shall verify all quantities. Hart County reserves the right to reject any or all bids, to further negotiate with one or more bidders, and, to waive any technicalities and informalities, and to accept the bid deemed to be in the best interest of the County.

This bid package, and any subsequent bid addendum, are the specifications and contract documents for this project. The County must approve any variance from the required specifications in writing. If there is a conflict between these specifications and any referenced specifications, the higher quality specification shall be applied.

VII. CONTRACT PERIOD, CHANGE ORDERS & PAY REQUESTS

Contract work period shall be set in an agreement and is expected not to exceed 90 days after the agreement is signed. Work shall be completed within this time period unless a Change Order is issued by the County extending the Contract period. Such change orders may be issued for extenuating circumstances beyond the control of the Contractor. All requests for change orders must be submitted within 30 days of the occurrence of such circumstances and approved by the Owner.

If the bidder does not estimate that this work can be performed in this time period, the bidder may make an exception on the Bid Supplemental Form indicating the time period required for completion of this work submitted with the bid. Such time estimate, either longer or shorter, may be used as a determination factor in combination with the price submitted at the discretion of the County as determined to be in the best interests of the County. The successful bidder will be required to complete the work in time submitted in the bid supplemental form if such time is included by the bidder in this form and accepted by the County.

The County will pay one pay request per 30-day period and only one check will be issued to the Contractor per pay request. Additional pay requests may be issued at the close of the Contract. The County will pay requests 20 business days after receipt. Pay requests will be paid based on percent work complete and/or material delivered and present at the jobsite.

Ten (10%) retainage will be withheld from each pay request. Upon completion and acceptance of the work, the retainage will be paid to the Contractor. Final completion of the work will include submittal of required certifications including; Contractor's Affidavit of Release of Liens (AIA G706A or similar), Contractor's Affidavit of Payment of Debts and Claims (AIA G706 or similar), Subcontractor's Release and Waiver of Claims.

VIII. LIQUIDATED DAMAGES

For each working day, as specified in the contract, that any work remains uncompleted after the contract time (including all extensions and adjustments of contract time) the sum of \$75 per day will be deducted from any money due or to become due the contractor or his/her surety as liquidated damages. Such deducted sums shall not be deducted as a penalty but shall be considered as liquidation of a reasonable portion of damages that will be incurred by the owner should the contractor fail to complete the work in the time provided in his/her contract. Extensions to time will only be granted by change order approved by the County.

END OF BID PACKAGE