



Request for Bid Proposals

Whittier Park Tennis Court Resurfacing

The City of Fircrest Parks and Recreation Department is requesting proposals from qualified contractors for resurfacing three tennis courts.

Whittier Park Tennis Courts – 921 Contra Costa Avenue, Fircrest, WA 98466

City Budget: \$35,000

Instructions and Guidelines

Bid proposals will be received for the repair and resurfacing of the Whittier Park Tennis Courts. All bid proposals are based on the specifications included in this packet.

1. City of Fircrest will award the selection based on the guidelines below.
2. Bid proposals should be mailed or hand delivered to:
City of Fircrest
Attn: Jeff Grover
115 Ramsdell Street
Fircrest, WA 98020
3. Bid proposals must be received no later than Wednesday, October 11, 2017 at 5:00 p.m. in order to be considered.
4. The resurfacing of the Whittier Tennis Courts must match the Instructions and Guidelines in this bid.
5. Questions Concerning the specifications should be directed in writing to the Parks and Recreation Director, Jeff Grover at jgrover@cityoffircrest.net
6. Area of Work:
Whittier Park Tennis Courts
921 Contra Costa Avenue
Fircrest, WA 98466

Scope of Work

1. Scope of Work

Project shall include all labor, equipment, and materials necessary to resurface three public tennis courts. Contractor shall obtain and pay for City of Fircrest Business Licenses before work begins.

2. Location

The work address is 921 Contra Costa Avenue, Fircrest, WA 98466.

3. Authorized Work Days and Hours

Work on the Project shall be scheduled for weekdays, excluding holidays, Monday through Friday, 7:00 a.m. to 5:00 p.m. Weekends may be possible with approval from the City.

4. Work Schedule

The Work is scheduled to occur over a two-week period with the completion date of November 17, 2017. Work shall only be performed when current and forecast weather conditions are consistent with product manufacturer's specifications.

5. Public Notification and Safety

Contractor to post signs at least 48 hours in advance, at tennis courts informing residents the date that the courts will be closed. Contractor shall take all necessary precautions to protect the public including staff to keep park users away from contractor trucks and equipment and provide all traffic control required to perform the work.

6. Court Resurfacing Products

Contractor shall submit list of proposed materials to be used for approval in advance of application. All court crack filler, resurfacing and color course materials shall be applied per manufacturer's specifications. Contractor to specify the application rate for each coat of resurfacer and color coating in advance of application. Contractor shall use Riteway Crack Repair fabric on approximately 850' cracks, acrylic resurfacer coat, two coats of Novafil, and one coat of Nova Combo.

7. Court Resurfacing

- a) Preparation: Pressure wash all courts, grinding loose court surfacing for repairs/raised areas, patching cracks/saw cuts between and under nets, grinding down patching to level.
- b) Colors: To match existing color scheme.
- c) Playing Lines: Accurately locate, mark and paint white two-inch-wide playing lines. Playing lines shall be located to match the existing lines.
- d) Warranty: Contractor shall warrant the completed resurfacing to be free of significant defects in workmanship and material for a period of one year from date of completion of the work.

8. Cleanup

Contractor shall clean up any debris or spills resulting from the work.

What to Submit with this Bid

- A. Cost broken down into categories:
 - Itemized Material List
 - Labor
- B. List of references in Washington State
- C. Warranties and guarantees for work and material

Bids

The City has the right to waive any irregularities of the bids and also can reject the bids.

Subcontractor List and Non-Collusion Affidavit Note that each document included in this section must be included in bid proposal document.

Bid Proposal to Resurface Whittier Park Tennis Courts

_____ (“Bidder”) hereby submits this Bid Proposal to the City of Fircrest (“The City”) for the above referenced project (“Project”) in response to the Notice Inviting Bids and in accordance with the Contract Documents referenced therein.

- 1. Bid. Bidder proposes to perform and fully complete the Work for the Project as specified in the Contract Documents, within the time required for full completion of the Work, for the following price (“Bid”): _____ dollars (\$ _____).
- 2. Addenda. Bidder acknowledges receipt of the following addenda:
Addendum: Date Received:

#01 _____
#02 _____
- 3. Bidder’s Warranties. By signing and submitting this Bid Proposal, Bidder warrants the following:
 - 3.1 Bidder has thoroughly examined the Contract Documents, and represents that, to the best of Bidder’s knowledge there are no errors, omissions, or discrepancies in the Contract Documents.
 - 3.2 Bidder has had the opportunity to examine the Worksite and local conditions at the Project location.
 - 3.3 Bidder is fully qualified to perform the Work.
 - 3.4 Bid has carefully reviewed this Bid Proposal and is solely responsible for any errors or omissions contained in its completed Bid.

4. Award of Contract. By signing and submitting this Bid Proposal, Bidder agrees that if Bidder is awarded the Contract for the Project, that within ten (10) days following issuance of the notice of award to Bidder, Bidder shall:
 - 4.1 Enter into a Contract with The City in accordance with the terms of this Bid Proposal, by signing and submitting to The City the Contract form included with the Contract Documents; and
 - 4.2 Submit to The City the insurance certificate(s) and endorsement(s) as required by the Contract Documents.

This Bid Proposal is hereby submitted on _____, 20____:

s/ _____

Name and Title [print]:

Company Name License # and Classification:

Address, City, State, Zip, Phone, Fax:

Attachments:

- Bid Schedule
- Subcontractor List
- Non-collusion Affidavit
- Verification of Ability to Meet Minimum Insurance Requirements

All proposals are to be returned to Fircrest Parks and Recreation Department, Attention: Jeff Grover, Parks and Recreation Director, at 115 Ramsdell Street, Fircrest WA 98466 no later than 5:00 p.m. on Wednesday October 11, 2017.

If you have any questions, please contact Jeff Grover, Parks and Recreation Director, at jgrover@cityoffircrest.net or call (253) 238-4160.

Best Regards,

Jeff Grover
City of Fircrest
Parks and Recreation Department