



City of Bridgeton
Parks & Recreation Department

Request for Proposal

**BMAC Tennis Courts
Resurfacing/Conversion**

RFP Available: Monday, November 21, 2022

Pre-Bid Meeting: NA

Pre-Bid Meeting Location: NA

Deadline for questions: Friday, December 2, 2022

Bid Opening: Wednesday, December 14, 2022 – 2pm

REQUEST FOR PROPOSAL

The City of Bridgeton, Missouri invites your company to submit a proposal on this RFP Package, titled: BMAC Tennis Courts Resurfacing/Conversion, as defined hereinafter. All terms and provisions listed in the enclosed: "REQUEST FOR PROPOSAL", "BID INSTRUCTIONS", "PROJECT SPECIFICATIONS" AND "PROPOSAL FORM" are integral parts of the Bid Package. The City of Bridgeton reserves the right to waive informalities in any proposal, to reject any or all proposals in whole or in part, to readvertise, to negotiate segments of any or all proposals and to take any action that it feels is in its best interest. The proposal price for these repairs will include: 1) Purchase price and installation for work needed at the BMAC Tennis Courts. 2) Purchase Price and installation of all required court resurfacing and repurposing, etc. It is recommended that bidders view site prior to submitting bid and take specifications from existing fields.

BID INSTRUCTIONS

1. Bids submitted in accordance with the specifications contained herein will be received by the City of Bridgeton until 2 p.m., Wednesday, December 14th, 2022. All sealed bids should be delivered to the Bridgeton City Clerk at 12355 Natural Bridge Road, Bridgeton, Missouri, 63044.
2. Bid proposals will be opened publicly immediately following the deadline of 2 p.m., Wednesday, December 14th, 2022 in the Council Chamber of Bridgeton City Hall, 12355 Natural Bridge Road, Bridgeton, MO, 63044
3. Bid Proposals are to be contained in a sealed envelope, plainly marked "BMAC Tennis Courts Resurfacing/Conversion". Include the name of the bidder, date and time of the bid deadline on the front of the envelope.
4. Bid proposal forms (attached) must be completed and signed. Failure to complete the forms attached is cause for rejection of bids.
5. All specifications listed are intended to be preferred function and performance specifications. No specifications should be construed as representing any particular brand of material. Bidders should propose to furnish materials that come closest to meeting the details of the specifications. Where deviations are necessary, bidder must specify such deviation in the bid proposal, stating why materials he/she proposes will render equivalent reliability or performance. Failure to detail all such deviations will provide a basis for rejection of the entire proposal.
6. The City of Bridgeton is exempt from all sales tax. Exemption certificates will be furnished upon request.
7. Contractors are responsible for the timely delivery of bid packages to the Bridgeton City Clerk at City Hall.

SCOPE OF WORK

The City of Bridgeton is accepting proposals from qualified licensed contractors to resurface the tennis courts at the Bridgeton Municipal Athletic Complex as well as convert 2 of the tennis courts into 4 pickleball courts. This RFP invites companies to submit proposals describing the material/installation from planning to completion within the minimum criteria set by the City of Bridgeton.

Courts Resurfacing/Conversion - Scope of Work:

- Power wash and clean entire court surface to remove loose asphalt, rock and dirt.
- Fill all cracks (approximately 110 feet) with high strength cementitious acrylic mix (Portland cement and silica sand).
- Fill all low areas (approximately 20). Screed the cementitious mix into the low areas to reduce standing water on the court and promote draining
- Resurface, color and stripe - Apply one coat of acrylic resurfacer to the entire court. We will apply one coat of colored acrylic with sand, and one coat of colored acrylic without sand (colors to be determined by customer).
- Layout and stripe two tennis courts according to USTA standards. Supply and install new ground sleeves, net posts and nets.
- Convert two tennis courts into 4 pickleball courts - layout and stripe. Install four sets of new pickleball posts and nets.

Warranty:

- All materials, workmanship, and labor will be warrantied for 1 year from completed installation.

Schedule Coordination:

All work will be coordinated with the Park Operations Superintendent. Repair work shall start after contract is awarded and be completed before May 31, 2023. Should any unavoidable delays cause the Contractor to go beyond this deadline, the Contractor shall notify the City in writing, and the Contractor shall be extended as the City deems reasonable.

Should the Contractor go beyond this date for no justifiable reason, the Contractor agrees to be held liable for and have deducted from his pay, one hundred dollars (\$100.00) for each calendar day beyond the deadline.

City's Responsibility

The city will make available, at contractor's request, all original construction documents and drawings to assist in the preparation of their proposals. Staff will also provide access to the facility during the proposal period so that contractors can familiarize themselves to existing conditions.

Expense of Submittal Preparation

This RFP is a public document. By responding to this RFP, respondents waive any challenges to the City's decision in this regard. Notwithstanding the foregoing, respondents recognize and agree that the municipality will not be responsible or liable in any way for any losses that the respondent may suffer from the disclosure of information or materials to third parties.

Questions/Clarifications Request

No information or clarification of the meaning of any part of this RFP will be made orally to any respondent. Respondents must request such interpretation or clarification in writing from the city by email. The city will circulate to all other respondents the questions and answers.

Questions should be directed to: Brendan Kane, Parks and Recreation Director, 4201 Fee Fee Road, Bridgeton, MO 63044. Email: bkane@bridgetonmo.com

All clarifications or addenda shall become part of this RFP.

GENERAL PROVISIONS OF THE SPECIFICATIONS

CLEAN-UP:

All waste materials, workmen debris, lunch bags, etc. shall be cleaned from the job site each day. Should these items not be satisfactory removed, the City reserves the right to charge the Contractor's final bill appropriate costs for such cleaning.

PREVAILING WAGES:

Prevailing wages paid to all workers shall comply with the wages rates established by the Missouri Division of Labor Standards. The contractor shall comply with, and is bound by, the provisions of Missouri statutes pertaining to the payment of wages on City projects.

PROPOSAL SUBMISSION

The proposals will be reviewed by an Evaluation Team. After evaluation, the Evaluation Team may request in person interviews to be held at a date to be determined.

Mandatory requirements that the respondents must provide in the proposal:

- 1- Signed Proposal Form
- 2- Proposed schedule with completion date of May 31, 2023.
- 3- Total cost of project.
- 4- Each Bid must be accompanied by a cashier's check or certified check, or a Bid Bond executed by the bidder and an approved Surety Company, and payable to the City, in an amount not less than ten percent (10%) of the sum total of the bid.
- 5- The Contractor shall furnish a Performance Bond in an amount equal to one hundred percent (100%) of the Contract Price as security for the faithful performance of this Contract and also a Labor and Material Payment Bond in an amount not less than one hundred

- percent (100%) of the Contract Price in a penal sum not less than that prescribed by State or local law, as security for the payment of all persons performing labor on the project under this Contract and furnishing materials in connection with this Contract. The surety shall be a company licensed to do business in the State of Missouri and shall be acceptable to the Owner. The Performance Bond and the Labor and Material Payment Bond may be in one or in separate instruments.
- 6- Three (3) references from three (3) different organizations for which the proponent has developed similar concepts. The information must include contact name, current telephone number and email.
 - 7- References and experience for all subcontractors must be submitted. All subcontractors must be licensed and bondable.
 - 8- Insurance Requirements:
 - a) Workers' Compensation in full compliance with statutory requirements of Federal and State of Missouri law and Employers' Liability coverage in the amount of \$1,000,000.
 - b) Comprehensive General Liability and Bodily injury
 - o Including Death: \$1,000,000/person; \$1,000,000/occurrence
 - o Property Damage: \$1,000,000/person; \$1,000,000 aggregate
 - c) Comprehensive Automobile Liability, Bodily Injury
 - o Including Death: \$1,000,000/person; \$1,000,000/occurrence
 - o Property Damage - \$1,000,000/occurrence; \$1,000,000 aggregate
 - d) Vendor will be required to list "The City of Bridgeton" as an additional insured under their policy.

Selection Criteria

Each proposal will be evaluated against the terms in the RFP and graded using the following criteria:

1. Price (30%)
2. Experience (25%)
3. Equipment (25%)
4. References (20%)

The city may reject any proposal found to be incomplete, unresponsive or not in compliance with the format requirements set forth in this RFP. A proposal may be determined to be unresponsive if any aspect is found to be unacceptable or contrary to the best interests of the municipality.

The city intends to select the most responsive respondent and to negotiate an Agreement. However, should the negotiation with the most responsive respondent not produce an acceptable contract arrangement, the municipality will request the next most responsive respondent to begin negotiations. The city reserves the right to reject any and all responses to this RFP and is under no obligation to award a contract.

BID PROPOSAL FORM

The undersigned hereby submits this bid for the purchase of BMAC Tennis Courts Resurfacing/Conversion as per specifications.

The City is exempt from sales taxes, etc. The City's tax-exempt number will be furnished to the successful bidder.

Base Bid Price: \$ _____

ADDITIVE/DEDUCTIVE ALTERNATE (if applicable)

Alternate #1 Price (Add/Subtract): \$ _____

Alternate #2 Price (Add/Subtract): \$ _____

Alternate #3 Price (Add/Subtract): \$ _____

The bid as stated above is valid for thirty (30) days from and after the date of bid opening.

The City reserves the right to waive irregularities, reject any and all bids, or accept the lowest and/or best bid in the interest of the City of Bridgeton. Any bid not marked and sealed in the attached envelope may be rejected by the City.

It is understood that this bid must be submitted on or before 2 p.m. Wednesday, 14th, 2022 in a sealed envelope, clearly marked "**BMAC Tennis Courts Resurfacing/Conversion**".

Bid submitted by: _____
Signature and Title

Printed Signature

Company or Business

Address w/ZIP code

Telephone Number

Fax Number

e-mail

S E A L
(If bid is by a corporation)