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## **Invitation to Bid**

### **Railroad Street Tennis/Basketball Court Resurfacing**

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The City of Hillsboro is requesting SEALED BIDS from qualified firms to resurface approximately 29,000 square feet in the asphalt base at the tennis courts located at Railroad Street Park as well as resurface approximately 9,900 square feet of the basketball courts located at Railroad Street Park. Sealed bids will be received **until 9:00 AM local time, Friday, May 12, 2023**, at the Municipal Building, 130 North High Street, Hillsboro, Ohio 45133 at which time they will be opened and publicly read aloud. Electronic submittals will not be accepted. Bidders must provide a copy of liability insurance. Sealed proposals shall state on the outside of the envelope the company's name and address and "BID PROPOSAL RAILROAD STREET TENNIS / BASKETBALL COURTS RESURFACING".

The proposal may also be downloaded from the city's website: [www.hillsboroohio.net](http://www.hillsboroohio.net)



**CITY OF HILLSBORO, OHIO**

**INVITATION TO BID  
FOR RAILROAD STREET TENNIS / BASKETBALL  
COURT RESURFACING**

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## **PROJECT DESCRIPTION**

The City of Hillsboro (Hereafter also referred to as “city”) seeks sealed bids to resurface approximately 29,000 square feet of the asphalt base at the tennis courts located at Railroad Street Park as well as resurface approximately 9,900 square feet of the basketball courts located at Railroad Street Park.

## **BACKGROUND**

The tennis courts and basketball courts were originally paved during the creation of the park. Since then, they have not been resurfaced.

## **GUIDELINES**

### **A. EXAMINATION OF SITE AND SPECIFICATIONS**

Before submitting a bid, each Bidder must;

- Examine the specifications and scope of work thoroughly;
- Visit the site to familiarize themselves with conditions at the site that may affect the performance of the work;
- Familiarize themselves with all local laws, ordinances, rules and regulations affecting the performance of the work;
- Carefully correlate observations with the requirements of the specifications.

### **B. RESURFACING MATERIALS AND APPLICATIONS**

When submitting a bid, the Bidder after thorough examination of the courts should include materials being used including surface and crack preparations, and application instructions.

### **C. 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.

### **D. PROTECTION**

Allow a minimum of 24 hours curing time before opening courts for use.

## **SCOPE OF WORK**

The following specifications are provided as a minimal requirement only. The city will consider any product/service that meets or exceeds the minimum requirements. The contractor will resurface the tennis courts and resurface the basketball courts.

### 1. General Scope of Work

Project shall include all labor, equipment, and materials necessary to repair and resurface the tennis and basketball courts.

### 2. Follow the manufacturer's application and curing temperatures

### 3. Proper Application Technique

- a) Have enough materials mixed for the entire coat before starting application.
- b) Apply 1.5" of surface asphalt to both courts.

### 8. Location of the work:

231 Railroad Street

Hillsboro, Ohio 45133

### 9. 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.

### 12. Cleanup

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

## **PROJECT SCHEDULE**

Invitation to Bid Release: Wednesday, May 3rd, 2023

Sealed Bid Due Date & Opening: Friday, May 12, 2023 at 9:00AM (Bidders not required for opening to be considered)

Award Date: Friday, June 16<sup>th</sup>, 2023 (Contingent upon Hillsboro Council approval)

Work To Begin: July 2023 (Contingent upon Council approval)

Work Completion Date: July 2023 (Contingent upon Council approval)

## **CONTRACT AWARD**

Contingent upon Council approval, the City will enter a binding contract with the lowest responsive and responsible bidder. Documents and information submitted in this Invitation to Bid will be used in that contract. If the bid from the lowest responsible bidder exceeds available funds, the City may negotiate with the apparent low bidder to obtain a contract price within available funds. The award or awards will be made to the lowest responsive, responsible bidder or bidders as applicable. No renewal clause will be available, as this one contract will run the duration of the project.

## **FUNDING**

Funding for the requested services will be from the general fund revenues of the City of Hillsboro.

## **MINIMUM REQUIREMENTS**

The City will evaluate all written submittals. All Bids must meet the specification as outlined in this Invitation to Bid. The City reserves the right to investigate the qualifications and experience of the proposers. Bids not sufficiently detailed or in an unacceptable form may be rejected by the city. Dates and documentation included in the bid become public information upon award of the contract.

Bids received after the stated deadline will not be accepted.

This Invitation to Bid does not commit the City to pay any costs incurred by the individuals or firms in the preparation and submission of the Bid. The City of Hillsboro reserves the right to reject any or all Bids at any time without penalty.

### **What to Submit with a Bid**

- A. Cost broken down in categories for each court. (tennis court / basketball court)
  - a. Material Cost
  - b. Labor Cost
  - c. Total Cost
- B. Itemized material list
- C. Warranties and guarantees for work and material
- D. Prevailing wage documentation
- E. Non-Collusion Affidavit
- F. Subcontractor list (if subcontractor is being used)

## **Bids**

The City reserves the right to waive any irregularities of the bids, and to reject any or all bids.

All bid proposals shall include a Subcontractor List and Non-Collusion Affidavit, and shall be submitted in the form provided below: (see page 11 Bid Form)

### **Bid Proposal to Resurface Railroad Street tennis and basketball courts.**

\_\_\_\_\_ (“Bidder”) hereby submits this Bid Proposal to the City of Hillsboro (“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”):

|                  | Material | Labor | Total Cost: |
|------------------|----------|-------|-------------|
| Tennis Court     |          |       |             |
| Basketball Court |          |       |             |

2. **Bidder’s Warranties.** By signing and submitting this Bid Proposal, Bidder warrants the following:

- 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.
- 2) Bidder has had the opportunity to examine the Worksite and local conditions at the Project location.
- 3) Bidder is fully qualified to perform the Work.
- 4) Bidder has carefully reviewed this Bid Proposal and is solely responsible for any errors or omissions contained in its completed Bid.

3. **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:

- 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
- 2) Submit to the City the insurance certificate(s) and endorsement(s) as required by the Contract Documents; and
- 3) The contract and all required supporting documentation must be filed at  
Mail to: City of Hillsboro 130 N High Street, Hillsboro, Ohio 45133
- 4) Provide an Original Certificate of Insurance with City listed as an additional insured and policy endorsement page must be attached with project name specified-or portion of insurance policy showing this is covered when required by written contract.

This Bid Proposal is hereby submitted on \_\_\_\_\_, 20\_\_:

s/ \_\_\_\_\_

Name and Title [print]

\_\_\_\_\_

Company Name

\_\_\_\_\_

Address and Phone No.

\_\_\_\_\_

City, State, Zip Code,



Attachments:

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

All bid proposals are to be returned to; electronic delivery will not be reviewed.

**City of Hillsboro.**

130 N High Street

Hillsboro, Ohio 45133

No later than 9:00 am, Friday May 12<sup>th</sup>, 2023.

If you have any questions, please contact Shawn Adkins, Public Works Superintendent via email [sadkins@hillsboroohio.net](mailto:sadkins@hillsboroohio.net)

Best Regards,

Safety and Service Director

Brianne Abbott

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## **OVERHEAD LAYOUT**



## **BID FORM**

### **Bid Proposal to Resurface Railroad Street tennis and basketball courts.**

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4. **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”):

|                  | Material | Labor | Total Cost: |
|------------------|----------|-------|-------------|
| Tennis Court     |          |       |             |
| Basketball Court |          |       |             |

5. **Bidder’s Warranties.** By signing and submitting this Bid Proposal, Bidder warrants the following:

- 5) 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.
- 6) Bidder has had the opportunity to examine the Worksite and local conditions at the Project location.
- 7) Bidder is fully qualified to perform the Work.
- 8) Bidder has carefully reviewed this Bid Proposal and is solely responsible for any errors or omissions contained in its completed Bid.

6. **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:

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This Bid Proposal is hereby submitted on \_\_\_\_\_, 20\_\_:

s/ \_\_\_\_\_

Name and Title [print]

\_\_\_\_\_

Company Name

\_\_\_\_\_

Address and Phone No.

\_\_\_\_\_

City, State, Zip Code,