



TOWN OF WILLIAMSTON, SC – MINERAL SPRING PARK TENNIS COURT REPLACEMENT PROJECT REQUEST FOR PROPOSALS

- A. **INTRODUCTION:** The Town of Williamston is seeking proposals for the resurfacing of three asphalt tennis courts in Mineral Spring Park that meet USA Pickleball Association (USAPA) specifications.
- B. **PROJECT BACKGROUND:** There are three tennis courts at Mineral Spring Park with a total footprint of approximately 160 ft. by 120 ft. There is one Basketball Court with a total footprint of approximately 95 ft. by 100 ft.
- C. **PROJECT DESCRIPTION:** The asphalt courts are to be installed over the existing court surface. Required project elements beyond court construction and surfacing include the following:
- *Net posts, nets, cutter straps, and anchors
 - *Windscreens (procured and installed by the Town post construction)
 - *Fence repair (procured and installed by the Town post construction)

The Town anticipates that site preparation and construction of the courts will take place during Fall of 2021. The Town understands that demolition could take place in the winter and construction commence during the Spring; however, the Town desires for all construction to take place in one mobilization.

The existing court layout (aerials) is attached. Associated equipment noted in Project Description should match existing or be approved the Town of Williamston.

- D. **PROJECT SCOPE:** This work consists of the following:

Provide all labor, equipment, materials and services necessary for:

1. Site preparation, including grading, compaction and testing
2. Construction of twelve USAPA standard pickleball courts
 - a. Includes provision and tensioning of cables
3. Surface finish and color
4. Painting of playing lines per USAPA standards
5. Provision and installation of the following court equipment:
 - a. Pickleball net posts
 - b. Nets
 - c. Cutter straps and anchors
6. One Year Warranty
7. Participation at required project meetings, which will take place biweekly at minimum, during construction activities
8. Provision of regular communication and updates to the Project Manager and appropriate Town staff; and
9. Job-site cleanup
10. Resurfacing and striping of adjacent basketball courts
11. Provision and installation of new basketball goals and nets (Qty 2)

Work is to be performed by a contractor or subcontractor with a minimum of five (5) similar, successfully completed projects within the past five (5) years.

PROJECT SCHEDULE: The Town anticipates that site preparation and construction of the courts will take place during Fall of 2021. The Town understands that demolition could take place in the winter and construction commence during the Spring; however, the Town desires for all construction to take place in one mobilization.

E. PROPOSAL REQUIREMENTS: The Town of Williamston will receive electronic proposals no later than **2:00 PM. EST on Wednesday, March 31, 2021. All questions must be in written form and submitted no later than noon on Friday, March 19, 2021.**

Submittals should be emailed to: Rockey Burgess at rocky@williamstonsc.us

For inquiries or information, please contact Rockey Burgess at:

Telephone #: 864-844-2400; Email (preferred): rocky@williamstonsc.us

Proposals shall include those materials necessary to demonstrate the expertise of the proposing firm. Please include the following information:

1. Qualifications, references, and examples of similar work completed in the last 5 years;
2. Proposed project schedule;
3. Fee for services;

E. Fee for services: Include a not-to-exceed price based on scope of work described above. Price qualifications shall include a breakout of the main facets of the work. Also include the estimated number of hours and dollars associated with any potential additions to the project that you might foresee, as well as a schedule of hourly rates for the members of the team. All fees will be considered by the Town to be negotiable based on the final scope of services and deliverables. The Town reserves the right to revise the Scope of Work through the negotiating process.

Proposals must be signed by a duly authorized official of the firm.

I. TOWN BUSINESS LICENSE REQUIREMENTS: Selected respondent and all subcontractors will be required to obtain a Town of Williamston Business License.

J. REJECTION OF SUBMISSIONS: The Town reserves the right to reject any or all submissions, to waive informalities and irregularities in the submissions received, and accept any portion of any submission if deemed in the best interest of the Town.

K. INCURRING COST: The Town is not liable for any cost incurred by entities prior to executing contract.

L. SELECTION: Final selection will be based upon qualifications, fees, ability to schedule and perform project, submittal requirements, references, and other applicable criteria under the Town's Procurement Code.

M.

ADDITIONAL DOCUMENTS:

1. Existing aerial photo

