
INVITATION TO BID

Basketball Court Resurfacing Project For:

**Russell School Community Services Center
520 Toner Street
Lexington, KY 40508**

Community Action Council for Lexington-Fayette, Bourbon, Harrison and Nicholas Counties, Inc., a nonprofit corporation and designated Community Action Agency in accordance with KRS 273.405 et seq, is seeking bids for resurfacing of basketball court located at the Russell School Community Services Center, 520 Toner Street, Lexington, KY 40508 as described on page(s) 4-7 of this Invitation To Bid (ITB). Based upon an evaluation of the proposals submitted, the Council will select a vendor for the specified and related services.

Submission Requirements

Acceptable bids must meet the following requirements:

- 1. You must attend a bidder's conference meeting at 10:00 a.m., March 23, 2017 at Russell School Community Services Center, 520 Toner Street Lexington, KY 40508.**
- 2. Your bid must be sealed and post marked by U.S. Mail, private courier or in person no later than 5:00 p.m., Eastern Time, April 13, 2017:**

Betty Estes Jones
Director of Property Development & Services
Community Action Council
710 W. High Street
P.O. Box 11610
Lexington, KY 40576

- 3. The sealed outside envelope must be Marked:**

Sealed Bid, Russell School Community Services Center, Basketball Court Resurfacing Project, April 13, 2017.

- 4. In submitting a bid in response to this ITB, you are certifying that it is firm and will be honored if accepted within 30 days of the date in requirement 2, above.**

Applicable Terms and Conditions:

- 1) The items or services listed on page(s) 4-7 of this ITB represent Community Action Council's projected requirements. Community Action Council reserves the right to adjust these projections and negotiate final costs and terms with the successful bidder.
- 2) Community Action Council reserves the right to cancel the approved Proposal should it determine that the vendor is unable to meet its standards for quality or timeliness.
- 3) Community Action Council reserves the right to reject any proposal which does not conform to the terms of this request and its current purchasing policies and administrative procedures.
- 4) Community Action Council reserves the right to cancel this procurement action prior to the selection of a vendor.
- 5) Community Action Council is tax exempt. The approved vendor shall be provided with certificate of exemption or other suitable documentation.
- 6) Upon inspection and acceptance of work performed, payment terms are net 30 days of receipt of invoice unless otherwise agreed in writing by Community Action Council. Community Action Council reserves the right to accept any bid, or portion thereof, reject any or all proposals, to waive any informalities in proposals received where such acceptance, rejection, or waiver is considered to be in the best interest of Community Action Council and to reject any proposal where evidence or information submitted by the bidder does not satisfy Community Action Council or is in any manner unresponsive in the preparation of its request.
- 7) **The successful bidder must abide by the Davis-Bacon Act. Payroll records must be submitted to Community Action Council with each payroll to verify that payroll meets Davis-Bacon requirements. These requirements apply to any sub-contractors.**
- 8) **Bidders must also provide written proof of liability and workers' compensation insurance with their bids.**

Requested by:

Betty Estes Jones

Betty Jones
Signature

3/9/17

Approval, Executive Director:

Mark R. ...
Signature

3/9/17
(Date)

Approval, Chief Financial Officer

D. E. White
Signature

3-9-17
(Date)

**Notice of Invitation to Bid
Community Action Council
Russell School Community Services Center
Basketball Court Resurfacing Project**

**Perspective Bidders Conference
Russell School Community Services Center
520 Toner Street
Lexington, KY 40508**

**March 23, 2017
10:00 a.m.**

A bidder's conference will be held Thursday, March 23, 2017 at the Russell School Community Services Center, 520 Toner Street, Lexington, KY. Contractors are required to attend this meeting in order to be eligible to submit a basketball court resurfacing proposal. Contractors will be given the opportunity to inspect existing basketball court, take field measurements and organize/propose implementation plans for the resurfacing of the basketball court located at the above mentioned site.

**A full description of work required is on pages 4-7 of this Invitation to Bid (ITB).
You must complete and return pages 4-8 of this ITB to qualify for consideration.**

Sealed bids must be received in our office, located at 710 West High Street, Lexington, KY 40508, postmarked or delivered on or before April 13, 2017.

If you have questions, please feel free to contact Betty Jones at (859) 244-2214 or e-mail at betty.jones@commaction.org.

Please send all bids to:

Community Action Council for Lexington-Fayette, Bourbon, Harrison and Nicholas
Counties
P.O. Box 11610
Lexington, KY 40576
Attn: Betty Jones
Director of Property Development & Services

**Russell School Community Services Center
520 Toner Street**

INVITATION TO BID

| Item | Description | Projected Quantity | Unit Price |
|------|--|-----------------------|---------------|
| | <p style="text-align: center;">Basketball Court Resurfacing Project</p> <p><u>Scope of Work</u> Contractors will bid on basketball court resurfacing but not limited to filling existing low areas/bird baths, sealing, and court striping of the above mentioned location.</p> <p><u>General</u> Contractor shall be responsible for field inspections and measurements prior to submitting a quote based on the areas noted to be in need of resurfacing.</p> <p>Contractor will be responsible for providing all material, equipment and staff to perform project.</p> <p>The Director of Property Development & Services must approve the work schedule before project begins.</p> <p>Resurfacing, sealing, patching, striping and repair must comply with American Disability Act (ADA) standards and federal/state regulations.</p> | | |

Surface Prep

All vegetation shall be removed from the surface of areas scheduled to be resurfaced, sealed/striped. All oil spots shall be properly cleaned, dried and coated. All loose debris, dirt, and particles shall be removed prior to applying sealer to scheduled areas. Low areas/bird baths must be cleaned out and repaired before resurfacing.

Crack Filling

Cracks shall be properly cleaned and filled with caulking/patching material. Fiberglass membrane may be installed for cracks 1/8" or wider. Apply at least 2 coats of acrylic resurfacing product to repair minor depressions and imperfections.

Apply leveling course to remove low lying areas and to ensure proper drainage. An overlay of asphalt shall be applied to the entire basketball court surface.

Striping Application

The basketball court striping shall follow high school regulations. Marking will be 2" wide. There shall be a free throw line box and free throw line provided. Striping will be white in color. The 3 point line shall be the same color as the free throw lane line and semi-circle.

Materials

The Contractor shall comply with all manufacturer product specifications.

Inspection

All work shall be subject to inspection prior to applying crack filler, primers, and finish coating. The Director of Property Development & Services for Community Action Council shall be contacted within 72 hours of starting any phase of the project. This will allow ample time for making any public notifications regarding use of areas in repair.

Safety

Contractor must perform work in a safe and timely fashion, maintain a clean and safe work environment, following safety requirements established by OSHA. The successful bidder must have a system that will fulfill the service and safety requirements of this contract. Contractors must keep in mind that work in the area must be free of material debris as the area is near a child development center and also a public play area where children visit daily. Contractor must also remember that all equipment/material used must be secured properly after daily use.

Contractor Qualifications

The Contractor shall be duly licensed and possess the staff, experience, equipment and abilities to successfully provide all needed services. The Contractor, and all employees and agents of the Contractor, shall fully comply with all city, county, state and federal laws, regulations and mandates applicable to the services furnished.

Bidders must abide by the Davis-Bacon Act. Payroll records must be submitted to the Director of Property Development & Services with each payroll to verify that payroll meets Davis-Bacon Requirements. These requirements apply to all sub-contractors. By submitting a bid you are certifying you agree to comply with this requirement.

Bidders must also provide proof of liability and workers' compensation insurance.

You must attach copies of certificates of insurance to your bid.

Bidder Information:

Name: _____

Address

: _____

City/State/Zip _____

Telephone:(_____) _____

E-Mail: _____

Contact Person: _____
(Name) (Title)

Signature

Title

Date