



Request for Proposal (RFP) For: MBCPR LEELAND PARK BASKETBALL COURT RESURFACING

RFP Posted: 9/03/24

Bids Due and Opening: 9:00 AM 9/19/2024

Introduction

Martinsburg Berkeley County Parks & Recreation (MBCPR) will receive sealed bids for this RFP at the Administrative Office located at 273 Woodbury Avenue, Martinsburg, WV 25404 or by email. If emailing, send quotation in PDF no later than the due date and time to joe.burton@mbcparks-rec.org

For more information about the project, please contact Joe Burton, MBCPR Executive Director at joe.burton@mbcparks-rec.org

Background

The successful bidder will provide a new basketball court surface **at Leeland Park, 706 W. Martin Street, Martinsburg, WV 25405.**

Pre-Bid meeting

Pre-bid site inspections are available by appointment between the dates of 9/6/24 and 9/18/24. Contact Joe Burton to schedule inspection at joe.burton@mbcparks-rec.org

Submission Procedure & Opening

The sealed bids will be accepted until the date and time listed above (**Bid Due and Opening**), to the MBCPR, 273 Woodbury Avenue, Martinsburg, WV 25404, at which time and place all bids will be publicly opened and read aloud. All bids should be marked "Leeland Park Basketball" attention to "Joe Burton". MBCPR reserves the right to reject any or all bids and to waive any informalities in the bidding process.

Proposal Evaluation and Award of Contract

All proposals satisfying the requirements of this RFP will be evaluated to establish which of the bidder's best fulfills the needs of the MBCPR and this project.

There will be a maximum of one week of evaluation by the MBCPR, after which all bidders who submitted a complete proposal will be notified of the results.

This RFP does not commit the MBCPR to award a contract, to pay any costs incurred in the preparation of the proposal or to contract for the goods and/or services offered. The MBCPR reserves the right to accept or reject any or all proposals received as a result of this request, to rescind this RFP, if it is in the best interests of the MBCPR to do so. An award will be made in the best interest of MBCPR. The decision of the MBCPR shall be final.

Project Completion

The Basketball court resurfacing described in this bid must be completed by November 1, 2024.

Contractor Requirements

- Contractor must hold a valid WV Contractors License at time of bid and obtain a City of Martinsburg business license prior to beginning work.
- Contractor shall maintain general liability and property damage insurance (\$1,000,000 per incident, 1,000,000 in aggregate) and workers compensation coverage as required by law. Copies of the insurance certificate must be included in the bid documents.

Proposal Contents

Proposal must include the following:

- *Complete proposal for Basketball Court Resurfacing as described in scope of work, any additional materials required, and all labor*
- *Any optional or additional line items recommended.*
- *Clear specifications of products used*
- *List number of employees available for this project*
- *Proposed start date*
- *Any proposed subcontractors*
- *WV contractor's License*
- *Insurance Information*
- *Two professional references*
- *Photos of similar work completed*
- *Please specify all warranties provided.*

Contractor will attend the following construction meetings for the project:

- Pre-construction meeting to review schedule and building details
- Weekly site meetings during construction
- Walk-through at substantial completion

Scope of Work

Contractor will provide the following services:

- Remove existing court finish to completely expose asphalt beneath. Collect and dispose of all debris and media. Blow surface clean. Power wash surface.
- Water-test court surface to identify low areas that create puddles
- Level puddles (areas of standing water over 1/16") with acrylic patch binder/Portland cement leveling compound.
- Apply 2 coats of acrylic resurfacer with sand.
- Apply 2 coats of colored acrylic surfacer. New colors to be same as existing court.
- Layout and paint basket lines on the court.
- Layout and paint hopscotch and 4 square on the court



Leeland Park, 706 W. Martin Street, Martinsburg, WV 25405