



Floyd County Board of Commissioners
Invitation to Bid
(Bid No. 20-1015)

Tennis Court Construction, Fencing and Lighting
Shannon Park

Issue Date: September 18, 2020

**FLOYD COUNTY BOARD OF COMMISSIONERS
PURCHASING DEPARTMENT
#12 East 4th Ave. Ste. 106
ROME, GA 30161**

Office (706) 291-5118

FAX (706) 290-6099

INVITATION TO BID

Date Issued: September 18, 2020

Sealed bids for **Installation and Construction of Two (2) Tennis Courts, fencing and lighting at Shannon Park** subject to the conditions and provisions set forth in the attached bid package will be received by the Floyd County Purchasing Office located at 12 E. 4th Ave. Suite 106, Rome, GA 30161 until **2:00 P.M.** legally prevailing time on **Thursday, October 15, 2020**. The commodities and/or services must be furnished as described and specified in this package.

**Contract Security in the form of 100% Performance and Payment Bonds will be required.
Bid Bond in the amount of 5% will be required.**

**Tennis Court Construction, Fencing and Lighting
Bid# 20-1015**

Bids may be submitted by Mail or Courier to Bill Gilliland at the Floyd County Purchasing Department Suite 106, Rome Georgia 30161. **No extension of the bidding period will be made.** Bid tabulations will be posted within 24 hours of bid opening.

PRE-BID AND SITE VISIT will be held THURSDAY, October 1, 2020 @ 10:00 am. Interested vendors will meet at Shannon Park, located at 40 Minshew Rd NE Rome, GA 30161.

Additional copies of bidding documents may be obtained at www.romefloyd.com, or in person at the Floyd County Administrative Building, Purchasing Department, #12 East Fourth Ave. Suite 106 Rome, Georgia 30161. Requests for documents should be filed promptly with the Purchasing Department.

Contract, if awarded, will be on a lump sum basis **or** individual item basis, whichever is in the best interest of the County. No bid may be withdrawn for a period of 60 days after time has been called on the date of opening.

The County reserves the right to waive compliance by any applicant with any provision contained in this request whenever the County in its sole discretion believes such waiver is in the County's best interests

Bids will be marked/titled/labeled as follows

Your Company Name

**TENNIS COURT CONSTRUCTION, FENCING AND LIGHTING
Bid# 20-1015
October 15, 2020 at 2:00 PM**

Bill Gilliland, Purchasing Director

**FLOYD COUNTY GEORGIA
GENERAL TERMS AND CONDITIONS
INVITATION TO BID**

- 1. CHANGES:** No change will be made to this invitation except by written modification by the County Purchasing Office. Requests for interpretation or changes must be in writing to Bill Gilliland, gillilandb@floydcountyga.org.
- 2. FOB POINT:** Bid Price to include shipping, packing, crating, and unloading at address in BID INSTRUCTIONS. Title to remain with vendor until fully accepted by the County. Goods damaged or not meeting specifications will be rejected and removed at vendor's expense. Concealed damaged goods to remain the property of vendor until replaced or removed at County's direction.
- 3. RISK OF LOSS:** Vendor agrees to bear all risk of loss, injury, and destruction of goods and materials ordered herein which occur prior to delivery to include concealed damage; and such loss, injury, or destruction shall not release vendor from any obligation.
- 4. BID ACCEPTANCE TIME:** Bids requiring acceptance by the County in less than Sixty (60) calendar days could be rejected, unless so stated on **BIDDER'S RESPONSE PAGE** and accepted by the County.
- 5. BID IDENTIFICATION:** All bids submitted as a result of this invitation must be returned in a sealed envelope with the following information in the lower left-hand corner of the envelope: **Tennis Court Construction, October 15, 2020 at 2:00 PM.**
- 6. WITHDRAWAL OF BIDS:** Bids may be withdrawn by written request only, if the request is received prior to the time and date set for the opening of bids. Negligence on the part of the bidder in preparing his bid confers no right of withdrawal or modification of his bid after bid has been opened. No bid may be withdrawn for a period of Sixty (60) days after time has been called on the date of opening.
- 7. BONDS:**
- 7.1 Bid Bond in the amount of 5% will be required.
 - 7.2 Contract Security in the form of 100% Performance and Payment Bonds will be required.
 - 7.3 Bid Bonds will be returned to unsuccessful bidder within 30 days after award
- 8. SITE INSPECTIONS:** (If Applicable) Bidders should inspect the sites to ascertain the nature and location of work and the general conditions which could affect the work of the cost thereof. The County will assume no responsibility for representations or understandings concerning conditions made by its officers or employees unless included in this Invitation for Bid. While site inspections are not a mandatory requirement to submit a proposal, vendors are urged to schedule inspections to ascertain all the requirements of this invitation. **PRE-BID AND SITE VISIT will be held THURSDAY, October 1, 2020 @ 10:00 am. Interested vendors will meet at Shannon Park, located at 40 Minshew Rd NE Rome, GA 30161.**
- 9. AWARD OF CONTRACT:** Award will be made to that responsible bidder whose bid, conforming to the Invitation for Bid, will be most advantageous to the County; Price and other factors considered. The County reserves the right to waive compliance by any applicant with any provision contained in this request whenever the County in its sole discretion believes such waiver is in the County's best interests. A written award, mailed (or otherwise furnished) shall be deemed to result in a binding contract without further action by either party. Contract (s), if awarded, will be on a lump sum basis.
- 9.1:** The vendor, in accepting this contract, attests that he is in compliance with the Nondiscrimination Clause contained in Section 202 of Executive Order 11246, as amended, relative to equal employment opportunity for all persons without regard to race, color, religion, sex, or national origin, and the implementing rules and prescribed by the Secretary of Labor, which is incorporated herein by reference.

10. EXCEPTIONS TO SPECIFICATIONS: Any award resulting from this invitation shall bind the bidder to all Terms, Conditions, and Specifications set forth in this invitation. Bidders whose bids do not conform should so note on separate page if necessary and/or on the **BID SCHEDULE**. While the County reserves the right to make an award to a nonconforming bidder, when in the best interest of the County, such awards will not be readily made, and bidders are urged to conform to the greatest extent possible. No exceptions will be considered to have been taken by bidder unless it is properly set out as provided above. No exception will be deemed to have been taken by the County unless incorporated in an award resulting from this invitation and so stated.

11. BID RESULTS: Interested parties may review and/or print **BID TABULATION** @ www.romefloyd.com 24 hours after bid opening or request a tabulation from selfr@floydcountyga.org.

12. PAYMENT: Payments will be made upon all items completed each month or completion of all work and acceptance by county on invoices submitted and approved by the proper county representative within (30) thirty days receipt of invoice unless paragraph 14 applies. Invoices are to be submitted to: Floyd County Purchasing, 12 East 4th Ave, Suite 106 Rome, Ga. 30161

12.1 Itemize all invoices in full. Mail the original invoice to the address above. A shipping or receiving ticket will be signed and a copy left with each delivery. Each invoice including receiving/shipping ticket is to include the following minimum information:

- | | |
|-------------------------------|---|
| 1. Date invoice is submitted; | 5. County department; |
| 2. Purchase order number; | 6. Item(s) or service |
| 3. Payment terms; | 7. Quantity of each item or service |
| 4. Date of transaction; | 8. Bid price of each item or service with any discounts |

Invoices received with any of the required information listed above missing may not be considered as a "correct invoice". All invoices submitted will be closely monitored for accuracy. Any invoice found to be incorrect will be returned to vendor for correction.

12.2 Vendor must furnish delivery receipt with invoice identifying that this order has been delivered in accordance with Specifications, Quantities, and Price as set forth on the purchase order. A Floyd County employee's signature must appear on the delivery receipt or invoice.

12.3 Items on this order are exempt from Federal Excise Tax and Georgia Sales and Use Tax. A certificate will be furnished if requested. FLOYD COUNTY is exempt from taxes but the successful bidder shall pay all taxes required of him by law and FLOYD COUNTY cannot exempt others from tax.

12.4 Payment terms and provisions herein or otherwise found within the contract documents supersede all provisions of the Georgia Prompt Pay Act (House Bill 837; 13 O.C.G.A. Chapter 11 **ET. SEQ.**).

13. INQUIRIES REGARDING PAYMENT: All inquiries regarding payment of invoices are to be directed to Accounts Payable (706) 291-5113 or Floyd County Commissioners, Attn: Accounts Payable, P.O. BOX 946, Rome, Georgia 30162

14. DISCOUNTS: Prompt payment discounts offered for a period of less than Fifteen (15) Days will not be considered in determining the low bidder on this invitation. However, such discounts, when offered, will be taken provided payment is made within the time specified. Time, in connection with discounts for prompt payments, will be computed from the date of acceptance of work for which payment is claimed, or the date the correct invoice is received by the County, whichever is later.

15. EXECUTION OF CONTRACT: Subsequent to the award, the successful bidder will be presented with a contract which may be in the form of a purchase order. Contract is to be executed within Ten (10) calendar days of "**NOTICE OF AWARD**" together with the required payment and performance bonds prescribed in Paragraph 7B. If the contract document is mailed, the date of presentation shall be deemed to be the postmark date. The successful bidder's proposal and this Invitation for Bid shall be incorporated into the contract, except to the extent that this invitation conflicts with the contract, in which case the provisions of the contract shall take precedent.

16. CERTIFICATE OF INSURANCE: Successful bidder will be required to furnish a Certificate of Liability insurance in an amount not less than \$2,000,000.00 Umbrella Coverage with a Five Hundred Thousand Dollars (\$500,000.00) per occurrence to protect the County throughout the life of the contract against “ALL RISKS”. Coverage to include but not limited to General Liability: Comprehensive Form, Premises/Operations, Products/Completed Operations, Broad Form Property Damage, Personal Injury, and Automobile/Vehicle Liability. Worker’s compensation and Employer’s Liability are to be statutory amounts. On all contracts for vehicle repair of any kind, the successful shall provide at least Five Hundred Thousand Dollars (\$500,000.00) of Garage Liability insurance in addition to the insurance stated above. The Certificate must be furnished within Ten (10) calendar days of a “NOTICE OF AWARD” being issued showing Floyd County as the additionally insured..

17. INCLUSION: All items and/or services standard, expected, necessary, and/or routine to such a project as this and not actually stated in this Invitation for Bid will be the responsibility of the successful bidder to provide at no other cost to the County unless so stated on the successful bidder’s proposal as additional cost items and accepted by the County at the time of the award and/or contract.

18. REGULATORY AGENCIES: Successful bidder will be responsible for all required permits or license required by regulatory agency of the City, County, State, or Federal Governments. Further, successful bidder will be responsible for meeting all requirements of any regulation (s) or guideline (s) of any of the said Governments or any independent agency recognized by said Governments as publisher of any such regulation (s) or guideline (s).

19. INDEPENDENT CONTRACTORS: The bidder represents to FLOYD COUNTY that he is fully experienced and properly qualified to perform the functions provided herein and that he is properly equipped, organized, and financed to perform such functions. The bidder shall finance his own operations hereunder, shall operate as an independent contractor and not as an agent of FLOYD COUNTY and nothing contained in this Invitation for Bid or a contract resulting from same shall be construed to constitute the bidder or any of his employees, servants, agents, or subcontractors as a partner, employee, servant, or agent of the County nor shall either party have any authority to bind the other in any respect; it being intended that each shall remain an independent contractor.

20. ASSIGNMENT OF CONTRACTUAL RIGHTS: It is agreed that the successful bidder will not assign, transfer, convey, or otherwise dispose of a contract that results from this invitation or his right, title, or interest in or to the same, or any part thereof, without written consent of the County.

21. STARTING TIME: Work will commence within stated calendar days after being issued a “NOTICE TO PROCEED” on the project and commence in a routine, orderly manner until completion and acceptance by the County.

22. INDEMNITY: Successful bidder agrees, if entering into a contract as a result of this invitation, to defend, indemnify, and hold harmless FLOYD COUNTY from any and all courses of action or claims of damages arising out of or related to bidder’s performance or actions or those of his employees or agents, under said contract.

23. TERMINATION: Pursuant to O.C.G.A. 36-60-13, if applicable, any contract resulting from this Invitation for Bid, if not sooner terminated pursuant to the provisions of termination contained herein, is terminable by the Board of Commissioners of FLOYD COUNTY, Georgia on December 31 of each calendar year during the term of said contract, except that said contract shall be renewed automatically on such date, and without any lapse, unless positive action is taken to terminate said contract by the Board in a public meeting and such action entered in the Official Minutes of the FLOYD COUNTY Commission.

24. APPROPRIATION OF FUNDS: Initial contract and any continuation contract (s) will terminate immediately and absolutely at any such time as there are no appropriated and otherwise unobligated funds available to satisfy the County’s obligations under said contract (s).

25. CANCELLATION FOR CAUSE: Should either party fail to comply with the Terms and Conditions of this contract, the aggrieved party must give, in writing, to the other party any complaint for non-compliance to the Terms and Conditions of this contract. The other party shall have Fifteen (15) calendar days to correct the matter. If corrected to the satisfaction of both parties within the Fifteen (15) calendar days and stated in writing, then the contract will continue uninterrupted. Failure to correct the matter will result in termination of this contract at the end of Thirty (30) calendar days following the date of the initial letter of complaint.

26. LIQUIDATED DAMAGES: NONE

27. ANTI-DISCRIMINATION CLAUSE: "FLOYD COUNTY does not discriminate against any person because of race, color, religion, national origin, or handicap in employment or service provided."

28. COMMODITY STATUS: It is understood and agreed that materials delivered shall be new, of latest design, and in first quality condition, that all bags, containers, etc., shall be new and suitable for storage; unless otherwise stated by FLOYD COUNTY.

29: CONTRACT ITEMS: Items or services not listed in this contract are to be purchased according to purchasing rules and regulations of the county.

- County departments are not authorized to order any item or service not listed without satisfying said rules and regulations and having a separate purchase order issued to cover such a purchase.
- Vendors receiving contracts as a result of this invitation will be expected to consider this when accepting orders.
- Payment will not be made for any item not covered by this contract unless stated Purchasing Rules and Regulations have been met.

30: CHANGES TO CONTRACT: No change will be made to this contract except by written modification by the Contracts Administrator whose name appears on the cover page. Additional items of same brand and similar product required during the course of the contract, will be provided at like discounts to similar items on contract.

31: LOCATION FOR DELIVERY OF GOODS OR EQUIPMENT: Per Purchase Order, Contract or as noted below:

32: Bid Submissions: Complete and return all forms attached with Bid Documents. One (1) Original Copy of submission is required.



CHECK LIST

- Bid Price Submission Form
- Bidders Declaration Page
- Bidders Information Page
- Certificate of Non-Discrimination
- Certificate of Non-Collusion
- Drug Free Workplace Certificate
- W-9
- Specification List(s) for Compliance and Exceptions and option pricing
- Bid Page(s)
- Addendums (If any)
- Bid Bond

The documents above are included within this Invitation to bid. Addendums will be available when issued.



BID PRICE SUBMISSION FORM

BID #20-1015

TENNIS COURT CONSTRUCTION, FENCING AND LIGHTING

Total Price \$ _____

Pricing to include all labor, tools, materials, equipment, and any other costs associated with this project.

We, the undersigned, agree to furnish and deliver the above titled item in accordance with the specifications issued for same, and subject to all terms, conditions, and requirements provided therein, and in the various request for bid documents, at the above price:

A. Project to Start from Date of Purchase Order _____ Calendar Days.

B. Estimated number of days to completion _____ Calendar Days

The Above May Be Considered In Determining The Award.

C. Any alterations in figures on this form must be initialed in ink by persons signing the proposal.

D. Floyd County is exempt from all local, state, and federal taxes, and prices stipulated by the bidder are considered maximum, and are not subject to any increase due to any taxes, shipping & handling charges, or any other cause or reason.

Name of Individual, Partner
Or Corporation

Company

Title

Address

Authorized Signature

City, State, Zip Code

Company Phone

E-Mail



BIDDERS DECLARATION

The bidder understands, agrees and warrants:

- That the bidder has carefully read and fully understands the full scope of the specifications.
- That the bidder has the capability to successfully undertake and complete the responsibilities and obligations in said specifications.
- That this bid may be withdrawn by requesting such withdrawal in writing at any time prior to **October 15, 2020, 2:00 PM** but may not be withdrawn after such date and time.
- That Floyd County reserves the right to waive compliance by any applicant with any provision contained in this request whenever the County in its sole discretion believes such waiver is in the County's best interests
- That by submission of this quote the bidder acknowledges that Floyd County has the right to make any inquiry or investigation it deems appropriate to substantiate or supplement information supplied by the bidder.
- That the accompanying bid is not the result of or affected by, any act of collusion with another person or company engaged in the same line of business or commerce, or any other fraudulent act punishable under Georgia or United States law.

BIDDER:

Company Name: _____

Phone: _____

Name Print: _____

Signature: _____

Email: _____

Date: _____

FLOYD COUNTY BOARD OF COMMISSIONERS
PURCHASING DEPARTMENT
P. O. BOX 946
ROME, GA 30162

Office (706) 291-5118

FAX (706) 290-6099

BIDDERS INFORMATION

Date of Bid: October 15, 2020

Bid Name: Tennis Court Construction, Fencing & Lighting

The undersigned agrees, if this bid is accepted within Sixty (60) calendar days after date of opening, to furnish all supplies and/or services in strict accordance with provisions of this Invitation for Bid at the price in the **BID SCHEDULE**.

Time Discounts: Discounts allowed for prompt payment as follows: Discounts of less than Fifteen (15) days will not be used in determining the award of a bid but may be used when paying invoices.

_____ % Discount _____ Calendar Days net _____ (discounts will apply if Procurement Card is accepted).

Procurement Card: Will you accept the VISA Procurement Card for this order? _____

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I understand that collusive bidding is a violation of State and Federal law and can result in fines, prison sentences, and Civil Damage Awards. I agree to abide by all Conditions of this bid and certify that I am authorized to sign this bid for the bidder.

This _____ Day of _____, 202__

Prices to remain firm for Sixty (60) calendar days or _____ calendar days after date of opening. Vendor MUST initial here: _____.

BIDDER INFORMATION **(PLEASE TYPE OR PRINT):**

NAME OF COMPANY: _____

ADDRESS: _____

PHONE: _____ FAX: _____ EMAIL: _____

MAILING ADDRESS OF WHERE TO SEND PAYMENTS (IF DIFFERENT FROM ABOVE):

ADDRESS: _____

FEDERAL ID # _____

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN:

NAME

TITLE

SIGNATURE: _____



CERTIFICATE OF NON-DISCRIMINATION

In connection with the performance of work under this contract, the bidder agrees as follows:

The bidder agrees not to discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin, ancestry or disability. The vendor shall take affirmative action to insure that employees are treated without regard to their race, creed, color, sex, national origin, ancestry or disability. Such action shall include, but not be limited to the following: employment, upgrading, demotion, transfer, recruiting, or recruitment, advertising, lay-off or termination, rates of pay or other compensation and selection for training, including apprenticeship.

In the event of the bidder's non-compliance with this non-discrimination clause, the contract may be canceled or terminated by Floyd County Board of Commissioners. The bidder may be declared, by Floyd County, ineligible for further contracts with Floyd County until satisfactory proof of intent to comply shall be made by the vendor.

The bidder agrees to include this non-discrimination clause in any sub-contracts connected with the performance of this agreement.

BIDDER _____

SIGNATURE _____

TITLE _____



CERTIFICATE OF NON-COLLUSION

By responding to this solicitation, the supplier understands and agrees to the following:

1. That the submitted response constitutes an offer, which when accepted in writing by Floyd County, and subject to the terms and conditions of such acceptance, will constitute a valid and binding contract between the undersigned and Floyd county; and
2. That the supplier has read the specifications and requirements shown or referenced in the solicitation and that the supplier's response is made in accordance with the provisions of such specifications and requirements except as expressly stated otherwise in the supplier's response; and
3. That the supplier guarantees and certifies that all items included in the supplier's response meet or exceed any and all such stated specifications and requirements of the solicitation except as expressly stated otherwise in the supplier's response; and
4. That, if awarded a contract, the supplier will deliver goods and or services that meet or exceed the specifications and requirements of the solicitation except as expressly stated otherwise in the supplier's response, and
5. That the response submitted by the supplier shall be valid and held open for a period of one hundred and twenty (120) days (or such other time period as identified in the solicitation) from the final solicitation closing date and that the response may be held open for an additional period of time subject to the supplier's consent; and
6. That the supplier's response is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a response for the same materials, supplies, equipment, or services and is in all respects fair and without collusion or fraud. The supplier understands and agrees that collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards; and
7. That the provisions of the Official Code of Georgia Annotated, Sections 36-91 have not been violated and will not be violated in any respect.

DO NOT MODIFY THE BID/PROPOSAL CERTIFICATION TERMS IN ANY WAY. THIS FORM MUST BE COMPLETED, SIGNED AND SUBMITTED WITH YOUR RESPONSE.

Contractor's Full Legal Name **(PLEASE PRINT OR TYPE)**: _____ Date: _____

Authorized Signature: _____

Name and Title of Person Signing: _____

Company Address: _____

Phone: _____ FAX: _____ E-MAIL: _____



ATTACHMENT

**FLOYD COUNTY BOARD OF COMMISSIONERS
DRUG-FREE WORKPLACE CERTIFICATE**

By signature on this certificate, the Vendor certifies that the provisions of O.C.G.A. Section 50-24-1 through 50-24-6 related to the "Drug-Free Workplace Act" have been complied with in full. The Vendor further certifies that:

1. A drug-free workplace will be provided for the Vendor's employees during the performance of the contract; and
2. Each Vendor who hires a sub-Vendor to work in a drug-free workplace shall secure from that sub-vendor the following written certification: "As part of the subcontracting agreement with (Vendor's name), (sub-Vendor's name) certifies to the Vendor that a drug-free workplace will be provided for the sub-Vendor's employees during the performance of this contract pursuant to O.C.G.A. Section 50-24-3(b)(7)."

By signature on this certificate, the Vendor further certifies that it will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of this contract.

Vendor: _____

By: _____

Name Printed: _____

Title: _____

Date: _____

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
	5 Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
	6 City, state, and ZIP code	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number									
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Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification Instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here	Signature of U.S. person ▶ _____	Date ▶ _____
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.
Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/w9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

SPECIFICATIONS

BID #20-1015

SCOPE OF WORK:

Rome-Floyd Parks & Recreation Authority is making improvements at an existing park. This bid is for the construction of two (one pair) tennis courts, including the fencing and lighting at Shannon Park, 40 Minshew Rd. NE Rome, GA. in Floyd County. Specifications are included as part of these bid documents. It is the responsibility of the contractor to visit the website for any addenda that may be added.

Pricing to include all labor, tools, materials, equipment, and any other costs associated with this project.

A.S.B.A. Guidelines for Tennis Court Construction

Section 2.I. - Hot Mix Asphalt Tennis Courts

1.0 Slope Requirement

All excavating, filling and grading requirements and compacting work of the subbase should be performed so that the finished subgrade is 4"-6" above the surrounding ground and slopes not less than 0.83% (1:120) and not more than 1% (1:100). Each court must slope on a true plane, preferably from side to side (but from end to end or from corner to corner are also acceptable), or in the shortest direction for good drainage and water runoff. The court should never be sloped from the net line to the baseline, from the baseline to the netline, from the sides to the centerline or from the centerline to the sides.

2.0 Perimeter Edging

A. Curbing (for decorative purposes)

An optional edging of brick, concrete, steel or treated wood may be installed around the entire perimeter of the court area. Sections may be left open to allow trucks and other equipment to enter and leave the court area, until other work specified herein has been completed. Top elevation of the edging should be approximately 1/2" below the finished grade level and the court's surface should be tapered out to meet it.

B. Apron

The overall dimensions of an individual court should be 61' x 121' to provide a 6" apron around the court or 62' by 122' to provide a 1' apron around the court. This additional footage helps prevent vegetation intrusion from the perimeter, facilitates landscape maintenance and adds to the overall cosmetics. Fencing should remain 60' by 120' and should be installed after paving and prior to surfacing.

3.0 Aggregate Base Course

A. Material

A base course of bituminous concrete mixture; crushed aggregate; processed/recycled asphalt or processed/recycled concrete should be installed over the subgrade. The specified material should meet applicable ASTM specifications. Compacted thickness will depend on local soil and climatic conditions, but in no case should the thickness be less than the equivalent of 4" of thoroughly compacted crushed stone.

B. Spreading and Compacting

The material should be spread by methods and in a manner that produces a uniform density and thickness. The material thus spread should be compacted to 95% minimum Proctor Test with equipment that provides uniform density.

C. Tolerances

Surface of the base course as compacted should not vary more than 1/2" from the true plane of the court.

4.0 Intermediate Pavement Course

A leveling course of a hot plant mix having a maximum aggregate size of 3/8" to 3/4" in accordance with specifications of the state's Department of Transportation and/or the Asphalt Institute should be constructed over the base course to a compacted thickness of not less than 1 1/2".

This hot plant mix should be spread and compacted by methods and in a manner that produces a uniform density and thickness. The finished intermediate course should not vary more than 1/4" in 10', when measured in any direction.

5.0 Modified Base Construction

A modified base course is sometimes used, particularly in areas not subject to freeze/thaw action. The modified base may consist of one course of suitable material as described above and may be installed to a uniform thickness of 2 1/2" to 4". The modified base should be compacted to provide a smooth, true plane surface, and should not vary more than 1/4" in 10', when measured in any direction.

6.0 Asphaltic Surface Course

A. General Description

A surface course of a hot plant mix having a maximum aggregate size of 3/8" and a minimum aggregate size of 1/4" should be constructed over the hot mix intermediate course to a compacted thickness of not less than 1".*

Suggested Mix Design:

Screen	% Passing
1/2	100
3/8	90-100
#4	55-85
#8	32-67
#50	7-23
#200	2-10

*The proper type asphalt used for the surface course will vary from state to state if using the standard norm of the Department of Transportation (DOT) or State Highway Department standards. Local soil and climatic conditions also may impact the type of asphalt used.

Thickness: Not less than 1".

Liquid Asphalt Bitumen: Minimum 5.5% by weight.

Aggregate Type: Crushed stone, gravel, shale, limestone, etc. Foreign materials, i.e., pyrite, clay, ferrous compounds, dirt and organic material are not acceptable.

Cure Time: Minimum 14 days before application of playing surface.

Voids Content: Minimum as specified by the Department of Transportation or State Highways Department, but in no case should void content exceed 7%.

B. Spreading and Compacting

This hot plant mix should be spread and compacted by methods and in a manner that produces a uniform density and thickness.

C. Surface Tolerance

The finished surface of the court should not vary more than 1/8" in 10' when measured in any direction.

A.S.B.A. Guidelines for Tennis Court Construction

Section 1.C. - Site Preparation, Earthwork, Drainage and Subbase Construction

1.0 Scope

This document is intended to be used in conjunction with [Guideline I.B., Site Investigation](#), and with the various other Guidelines for construction of the particular type of facility. Where more specific requirements are recommended, based on the site investigation, such requirements should prevail over those stated herein.

Site grades, to minimize problems with surface water, including surface drainage, are beyond the scope of this Guideline.

2.0 Site Stripping and Excavation

Unless otherwise specified, topsoil and other unsuitable materials at the site, and to a minimum distance of 5' beyond the surfaced area, should be removed in such a manner as to minimize disturbance of the remaining subgrade soils, and to facilitate placement of embankment materials and/or base course materials. Topsoil should be stored at the site and reused for landscaping at the completion of construction.

3.0 Subsurface Drainage

Where surface inlets are provided on or near the courts or track, drain lines to carry the water to appropriate discharge channels should be in accordance with local building codes and regulations.

Where it is necessary or otherwise decided to lower the water table at the site, French drains (permeable, properly graded gravel-filled trenches), geocomposites or perforated drain lines surrounded with a stone material, should be utilized, discharging to appropriate channels. Non-woven geotextile fabric may be used, depending on the stone materials available.

Backfill of all trenches should be granular material, placed in layers not to exceed 6" in thickness, compacted with appropriate compaction equipment to 95% of the maximum density determined by ASTM Method D 1557. This compaction is necessary to minimize the risk of subsequent settlement of the surface over the trench.

When trenching or draitile is used under existing permanent pavement, it is required that this area be compacted to 100% of the maximum density determined by ASTM Method D 1557. This method will reduce the amount of settlement that may occur in these trenches which will reflect on the final surface.

4.0 Subbase Embankment

Embankment is fill material necessary to raise the grade at the site, after removal of unsuitable materials noted in Section 2.0, to provide the surface on which to place the base course for the tennis court or running track.

While well-graded granular soil is preferred for embankment fill, normally locally available soil is used for economic reasons. The material should be free of organic or expansive material, and of particles greater than 1 1/2" in dimension. It should be placed in lifts not to exceed 6" in thickness and compacted to a minimum density of 95% of D 1557 density. The water content of the fill should be reduced by aeration or increased by adding water, as necessary to achieve the required compaction.

Where the natural soil at the bottom of the subbase course is stable, as evidenced by stability under construction equipment, hand auger or other exploration, base course materials can be placed on this soil. Soft clay and plastic soils should be appropriately stabilized.

5.0 Inspection and Testing

Compliance with these Guidelines can best be determined by inspection and testing. Tests should be performed according to applicable ASTM specifications by a certified engineer or testing laboratory. Use of nuclear moisture and density equipment would permit rapid determination of in situ density and moisture content. Responsibility for the cost of such inspection should be agreed upon in advance between the owner and the contractor.

For most court or track construction, the required inspection and testing could be performed by a properly equipped and qualified contractor.

For difficult sites, as described in Guidelines for Site Investigation, inspection at various critical stages by a geotechnical engineer, is recommended.

Section 1.E. - Subsurface and Surface Drainage for Recreational Areas

1.0 Introduction

The greatest single factor in the deterioration of recreational surfaces is the presence of standing water on or free water beneath the surface.

Surface drainage (above ground) and subsurface drainage (below ground) are both essential components of properly constructed recreational surfaces. There are three basic tasks of water drainage:

1. Collect;
2. Conduct; and
3. Dispose of excess water.

2.0 Purpose

The intention of this guideline is to equip the reader with a basic understanding of systems in order to plan properly for new construction or to recognize and correct existing problems.

3.0 General Requirements

A. Subsurface Drainage

A peripheral subsurface drainage system is installed where needed to intercept and redirect the flow of subsurface water that might otherwise accumulate beneath recreational areas.

Where it is necessary to lower the water table at a given site, a subsurface lateral or parallel drainage system may be required to direct free water from the subsurface to other areas.

B. Surface Drainage

Surface drainage usually consists of a series of swales or a fabricated system designed to redirect surface water that might otherwise flow over the recreational surface, and to prevent seepage of water beneath the surface.

4.0 Procedures

A. Subsurface Drainage

There are three types of subsurface drainage systems used to redirect subsurface water:

Conventional Vertical Stone Drains

1. This type of drain is classified as an interceptor drain. It intercepts subsurface water in a stone "wall" and causes it to drain downward into a perforated pipe which carries the water to an outlet.

2. A trench is dug 1'-2' wide on the full or partial perimeter of the facility as directed by local conditions. The depth of the trench will depend on the predetermined water level, but should have a minimum depth of 18". Since the trench must be sloped a minimum of 0.28% (1:360), the depth of the trench will also be determined by the length of the trench before the water outlet. Multiple water outlets or catch basins may be necessary to minimize trench depths. Place 2" to 4" of permeable aggregate in the base of the trench.

Note: Non-woven geotextiles are usually used as a filter fabric to protect either the entire stone trench or the pipe only. Corrugated, perforated pipe is available with a "sock" over it. In either case, filter fabrics tend to clog when used in clay or silty soils.

3. A porous or perforated pipe with a minimum diameter of 4" should be placed on the aggregate in such a way as to have not less than 0.28% (1:360) of pitch and not more than 0.83% (1:120) of pitch. A larger pipe may be required as dictated by the amount of free water to be conveyed, the surface area to be drained, or available pitch on the pipe.
4. Back fill of the trenches should be of permeable aggregate of no larger than 1 1/2" placed in 6" lifts, each of which should be compacted to minimize the risk of subsequent settlement.

Note: It is generally recommended when using a filter fabric around the stone to use 1 1/2" stone size and when not using a filter fabric, to use smaller aggregate to act as a natural filter.

5. The trench is then filled to the surface with smaller washed stone where an open drain is desirable.
6. Where a closed drain is desired, the trench is filled to 8" below the surface, after which a porous type membrane is placed over the stone, and a sod or an impervious type swale formed over this.

Subsurface Horizontal Stone Drain Layer

This drainage layer is a "capillary breaker" used in areas with ground water problems or heavy clay soils. When installed properly, it prevents vertical movement of ground water under a surfaced area. It is highly recommended that this system be used in conjunction with a perimeter interceptor drain system.

1. Installation includes excavation of all vegetation and topsoils under the surfaced area and to a minimum of 5' beyond. The soil subgrade must be sloped. The slope of the stone drainage layer is then graded to match the proposed finish slope requirements of the surfaced area. Installation includes a 6" to 12" stone layer of two inch (2") minimum washed aggregate installed and compacted in 6" lifts. Compaction should be 95% of the maximum density determined by ASTM Method D1557.
2. On the low end of the drainage layer, a perforated pipe should be installed with a proper slope to collect and dispose of water at the outlet area.
3. The horizontal drain layer does not necessarily take the place of subgrade gravel materials.
4. Design of this system should be done by a geotechnical engineer.

"Prefabricated Rockless" or "Geocomposite Drain"

This system is also classified as an interceptor or curtain drain.

1. The system consists of a plastic dimpled or waffle sheet that forms a channel to permit the vertical and horizontal flow of water on each side covered by a non-woven geotextile fabric. Curtain drains usually have a corrugated pipe inserted along the bottom to carry the accumulated ground water to the outlet area.
2. Geocomposites are available in various heights ranging, depending on the manufacturer, from 2" to 60'. The installation requirements may differ from manufacturer to manufacturer but, in general, the installation requires excavation of a trench wide enough to install the geocomposite (usually 4" to 8"). The trench is backfilled with the excavated material. Some clay type soils may require backfilling with a coarse sand. Consult with your local contractor, geotechnical engineer or architect for design and installation specifications.

B. Surface Drainage - Tennis Courts

There are several types of systems.

Open Drain System

Open drains are shallow swales using gravity to move water around the recreational area. Swales used to collect and conduct surface water should be a minimum of 5' wide and 6" to 8" deep in the center. Slope requirement should be a minimum of 2% (1:50) on grass and 0.56% (1:180) on pavement. Swales can be located on the ends or sides of a facility and carry water to the outlet area.

Closed Drain System

A closed drain system utilizes the swale design to collect and conduct water to inlets located (at a minimum of every 200') in the center of the swales. The water inlets are connected below ground to pipe (size is determined by volume of water being collected) which carries water to catch basins or other outlet areas.

Combination Systems

Combination systems utilize swales and/or conventional open or closed vertical stone drains or "prefabricated rockless" geocomposite drains as discussed in the above section on subsurface drainage.

Prefabricated Channel Drain Systems

Another functional system being used for surface drainage is the prefabricated channel drain. These vertical lineal drains have been used for years in the track industry to drain both the field and the track surface. Their application with tennis courts and other related surfaces are also being used successfully. They require shallow excavation and some manufacturers offer sections with "built in slopes". Channel drains are available in radius, angles and straight lengths. They also have removable grates to allow for easy cleaning.

To obtain the correct system for your facility, you should consult with an experienced contractor, qualified architect and/or engineer.

C. Surface Drainage – Tracks

Calculations should be done to determine the amount of subsurface and surface drainage that must be handled. Following are several systems that have worked effectively for running track construction.

1. A perimeter drain tile system is an effective way of intercepting and redirecting the flow of surface and subsurface water that would otherwise accumulate beneath the track surface. Such a system normally terminates either in a storm sewer connection or through an end wall to direct water to an area of the site that is lower in elevation. It has proven to be an effective and economical system for providing subsurface drainage and also providing some residual surface drainage. Normally this would form a perimeter drain around the inside of the running track.
2. Four to eight catch basins can be located around the inside of the track to intercept surface water and direct it into a storm sewer, drain pit, or end wall outlet. The swale in this area should be graded to allow track and infield water to flow to the catch basins.
3. Curb and gutter drainage consists typically of a 6" x 18" interior curb with a 12" wide gutter pan. In most applications, the track is sloped 6" (maximum of 8") toward the lower end of the existing exterior terrain. Water from the track surface, as well as the infield, flows on the gutter pan to the low end, where it enters multiple catch basins located in the gutter pan. Catch basins are connected to a concrete or PVC pipe installed under the radius of the track.
4. A permeable system allows surface water to flow through the track surface, asphalt, and aggregate base to a collector system that directs it to a storm drainage outlet.
5. Continuous trench drains can be used around the inside edge of the track surface. This system allows for rapid movement of water. It typically has several outlets to a storm drainage system. This drain can also serve as a termination point for artificial turf on the infield.

D. Storm Water Detention

The free water "spill off" from the drainage system should be directed to avoid complications to surrounding areas. Local building and/or zoning codes may require detention basins or dry wells large enough to retain approximately 1/2" to 1" of rain water falling on the surface area in one hour. Consult with local authorities having jurisdiction. A pipe having an open discharge should be protected with a head wall for easy

identification, and covered with screening to prevent small animals from entering and clogging the drainage system.

5.0 Conclusion

- A. The greatest single factor in the deterioration of recreational surfaces is the presence of standing water on or free water beneath the surface.
- B. Addition of more base or placement of overlays does not eliminate the basic problems of surface failures due to poorly designed facilities or improper drainage systems.
- C. Proper pitch and consistency of grade in the subsurface drainage system are essential.
- D. Proper and consistent pitch to the subgrade and in the subbase are frequently underestimated. Correct pitch is essential to avoid "pockets" that might hold free water, thereby negating an otherwise functional drainage system.

Section 2.B. - Tennis Court Dimensions and Related Measurements

1.0 Playing Lines

The outside dimensions of the playing lines should be as follows:

Doubles 36' x 78' (10.97m x 23.77m)

Singles 27' x 78' (8.23m x 23.77m)

Metric equivalents for specific items such as tennis court playing lines, layouts and net heights must be converted as accurately as possible to conform to the rules of tennis. These are called hard conversions. In practice, however, other conversions are routinely adapted. For example, these Guidelines recommend a 24' separation between courts in a common enclosure, which is converted by the formula to 7.315m. For ease of construction, that dimension might be rounded to 7.5m or 8m or even 7m (which, of course, is slightly less than the recommended dimension). In other words, the nearest appropriate metric dimension is chosen—appropriate in terms of feasibility of construction, design intention, etc. These are called soft conversions. In the case of materials, the equivalent standard dimension material may be substituted.

All lines should be not less than 1" (2.54 cm) nor more than 2" (5 cm) in width, except the base line which may be up to 4" (10 cm) in width and the center line which should be 2" (5 cm) in width.

This allowable variation in line width results in non-uniformity and confusion and, therefore, the U.S. Tennis Court and Track Builders Association recommends that all lines be 2" (5 cm) in width, except the base line which may be up to 4" (10 cm) in width.

All measurements should be to the outer edge of the lines except the center line and the center mark which should be on the center line of the court.

2.0 Tolerance

The lines should be laid out and applied as close to the exact measurements as is possible within the limitations of the surface on which they are being applied. At no time should the playing lines or the line dimensions vary more than 1/4" from the exact measurements, unless the court surface won't allow (natural grass moves, artificial grass stretches, etc.).

3.0 Back Space

Tournament play requires a minimum 21' (6.401 m) from base line to fixed obstruction (i.e. backstop, wall, etc.). In non-tournament play, this distance may be reduced to 18' (5.486m).

4.0 Side Space

Not less than 12' (3.658 m) is required from the side line to a fixed obstruction (i.e. sidestop, light pole, wall, etc.). Where courts are in battery and where netting is used between courts, the netting is considered to be a movable obstruction, in which case 9' (2.743m) is considered a minimum between sideline and netting. (Only where space limitations become a factor and the 12' [3.658 m] minimum cannot be provided may the side space from side line to a fixed obstruction be reduced to a minimum of 10' [3.048m].) This dimension does not restrict obstructions at the net line; for example, the net post of the adjacent court or light standards.

5.0 Clearance Between Courts

Where courts are constructed within the confines of a common enclosure, the distance between side lines should be not less than 12' (3.658m). Where space permits, it is desirable to provide additional space between side lines to enhance play; 24' (7.315m) is recommended.

6.0 Overhead Clearance

The space directly above the area within the playing lines should be free from any overhead obstructions for outside play, and should be not less than 21' over the baseline and 35' minimum, 38' recommended over the net line.

7.0 Fencing

The purpose of fencing around a tennis court is to keep most of the balls within the court during play. Chain link fencing is most commonly used for this purpose, but wooden fencing, walls, hedges and netting also are used.

Fencing, or an acceptable alternative, is required across the back of the court (backstop) and along each sideline from the corner 20'–40' up the sidelines (sidestop). The area up to 40' on either side of the net can be left open or shorter fencing may be used.

The backstops should be 10' (or 3m) in height above the court surface for most normal installations. Where local conditions dictate additional security or ball retention, a higher backstop may be required. For residential courts, 8' (2.438m) in height is adequate when the adjacent area is such that a ball going over the backstop or sidestop can be retrieved without personal hazard or hardship and without undue intrusion on adjoining property.

The sidestops should be the same height as the backstops for the minimum distance of approximately 20' (6.096m) from the backstop. The height of the sidestop in the remaining area, if used, may vary to suit local conditions. In no instance should the sidestop, where used, be less than 3' (or 1m) in height.

Backstop and sidestop material, when manufactured to metric standards, varies slightly from the dimensions set forth above. The equivalent standard dimension material may be substituted and has been indicated above.

NOTE: Black Tennis Court Fabric is a requirement for the fencing.

8.0 Stadium-Tournament Court

For tournament play where judges are required, a clear area a minimum of 70' x 130' (21.33m x 39.62m) should be provided. This allows a minimum clear playing area of 60' x 120' (18.28m x 36.57m) with an additional perimeter area for judges as well as a safe overrun area for the players.

9.0 Net Posts

Net posts should be set 3' (.91m) outside the side line, which is 42' (12.802m) apart, center to center for doubles play, and 33' (10.058m) apart, center to center for singles play. (Please refer to the diagram.) The top of the net at the inside face of the posts or supports when used to support a net for singles play on a doubles court should be exactly 42" (1.067m) above the court surface. There should be no obstruction above the top of the net at any point, including at the post.

10.0 Playing Lines

Playing lines should be painted on an asphalt or concrete court using line paint approved by the manufacturer of the coating material used on the court. For clay or fast dry courts, lines should be woven coated webbing, firmly held in place by rust-resistant nails. Use copper nails if the base course contains slag or cinders. Base lines should be not more than four inches (4") wide and playing lines not more than two inches (2") wide, accurately positioned in accordance with regulations of the United States Tennis Association.

**ASTM specifications are available from:
American Society of Testing Materials (ASTM)
100 Barr Harbor Drive
West Conshohocken, PA 19428
610-832-9500**

Tennis Court Lighting & Installation Scope of Work

SCOPE OF WORK:

(4) concrete base around tennis area, (1) concrete base at sitting area. All 3 phase 240 volt. Needs new poles and **LED lights**. Has on/off push button 120 volt at old entrance of tennis area. Just need new on/off. Inside scout hut, electric panel room. Has newly light contractor and timer in place

1.0 Construction Materials

Poles: Concrete tapered square chamfered 40' overall length with 6' embedded in ground.

Materials: Coarse Aggregate shall be clean washed limestone or granite with a maximum size of 3/8", so graded as to achieve optimum quality in the finished product and shall conform to ASTM-C33.

Fine Aggregate shall be clean washed concrete grade pit sand free of clay and other deleterious matter and shall conform to ASTM-C33.

Cement: Shall be high early strength, equal to ASTM-C-150, Type 1 or Type 3.

Admixtures: Water reducers, retarders or accelerating admixtures shall conform to ASTM-C494.

Water: Shall be free of acids, alkalis, and organic materials.

Steel: Prestressing steel reinforcement shall conform to ASTM A416. Deformed reinforcing bars shall conform to ASTM A615. Helical reinforcing wire shall conform to ASTM A82 and when applicable have a hot dipped galvanized coating as per ASTM A641, Class 3.

Color Pigments: Where used shall be non-fade iron or chromium oxides.

Hardware: All fasteners must be stainless steel, hot dip galvanized as per ASTM A153 or zinc alloy as per AC41A. All structural steel shall be hot dip galvanized in accordance with ASTM A123 and shall conform to ASTM A38.

Manufacturing: Poles shall be centrifugally spun with cast prestressed and/or reinforced concrete with inside steel cage. The concrete used shall achieve a minimum 28-day compressive strength of 8,000 PSI. Concrete will be compacted by the spinning method.

Quality Control: A production drawing shall be provided for each type of pole manufactured, and a quality control technician shall approve each state of manufacture before proceeding to the next. A concrete cylinder test shall be performed for each 100 cu. yds. of concrete poured. A final quality control check shall be carried out on each pole after manufacturing is completed. All quality control procedures shall be mandated in a written manual and be available for inspection.

Standard Accessories: All lighting poles shall be provided with a fish wire to facilitate cable installation. A #6 copper ground wire shall be supplied inside the hand hole. Hand holes shall be box type non-metallic, non-conductive injection molded material and shall be supplied with a close fitting inset cover of the same material. Up to 8 holes, cable entrance and U/G wiring aperture shall be provided. Lightning rods included.

2.0 Standard Crossarms

Crossarms shall be A36 steel and hot dip galvanized per ASTM A123.

Crossarm adaptor shall be bolt-thru design construction.

Crossarms shall have adequate wind loading construction to support four (4) LED lighting.

3.0 Contractor Requirements

Contractor is responsible for all permits, power hook-up's, utility locates, Soil & Erosion, site plans, notice of intent or any other documents that are pertinent to construction.

Contractor to include an estimated schedule of completion per site. This schedule may be considered in determining the award.

4.0 Pricing

Pricing to include all labor, material and any other costs associated with this project.

*ASTM specifications are available from American Society of Testing Materials (ASTM), 100 Barr Harbor Drive, West Conshohocken, PA 19428, 610-832-9500.

Freight: FOB 40 Minshew Rd., Rome, GA 30161

Misc: Contractor is responsible for all engineered drawings, permits, soil & erosion and any other applicable documents that are pertinent to construction and installation.

The winning Bidder must provide Certificate of Liability Insurance with a \$2,000,000.00 umbrella coverage along with Worker's Compensation in accordance with the laws of the State of Georgia before work can begin. Floyd County Government should be listed as the additionally insured.

Project Information:

1. All work must be performed during normal working hours.
2. Contractor should comply with specifications provided any exceptions should be registered with the Purchasing Director, Bill Gilliland.
3. Contractor should provide a proposed schedule in terms of work days from beginning to the end of the project.
4. Contractors will be provided a site for storage of work materials and equipment if necessary. Floyd County will not be responsible for the security of anything stored on site.
5. Due to the fact that this is a public park, a work zone should be designated by signage and a barrier around the perimeter of the work site.
6. A silt fence must be installed to prevent run-off as required by local building/land disturbance codes.
7. All areas adjacent to the work areas must be kept free from litter at all times. The contractor is responsible for providing a trash receptacle if necessary.
8. Progress payments are authorized for this job. Ten (10) per cent retainage must be maintained at all times. Final payment will be 30 days after acceptance by county staff of the finished project.
9. A certificate of insurance must be provided before any work begins. Insurance must be in the amount of \$2,000,000.00 liability with the Floyd County Board of Commissioners shown as the additionally insured.
10. The contractor must have Workers Compensation Insurance in accordance with the laws of the State of Georgia.

11. All questions regarding this bid should be sent via email to Bill Gilliland at Gillilandb@floydcountyga.org
12. Are you a locally owned Company? _____
13. How many years have you been in business? _____
14. How much experience does your firm have specifically building tennis courts. _____

17. The contractor is responsible for the acquisition and cost of any permitting required for this Project.

REFERENCES

Contractor to list references to include contact name, address and phone number of the last (5) customers of jobs with similar scope and size. Provide the following for each.

Customer Name: _____

Contact: _____

Phone: _____

Fax: _____

Email: _____

Job Name or #: _____



BIDDERS ADDENDA ACKNOWLEDGEMENT

Bidder acknowledges receipt of the following addenda:

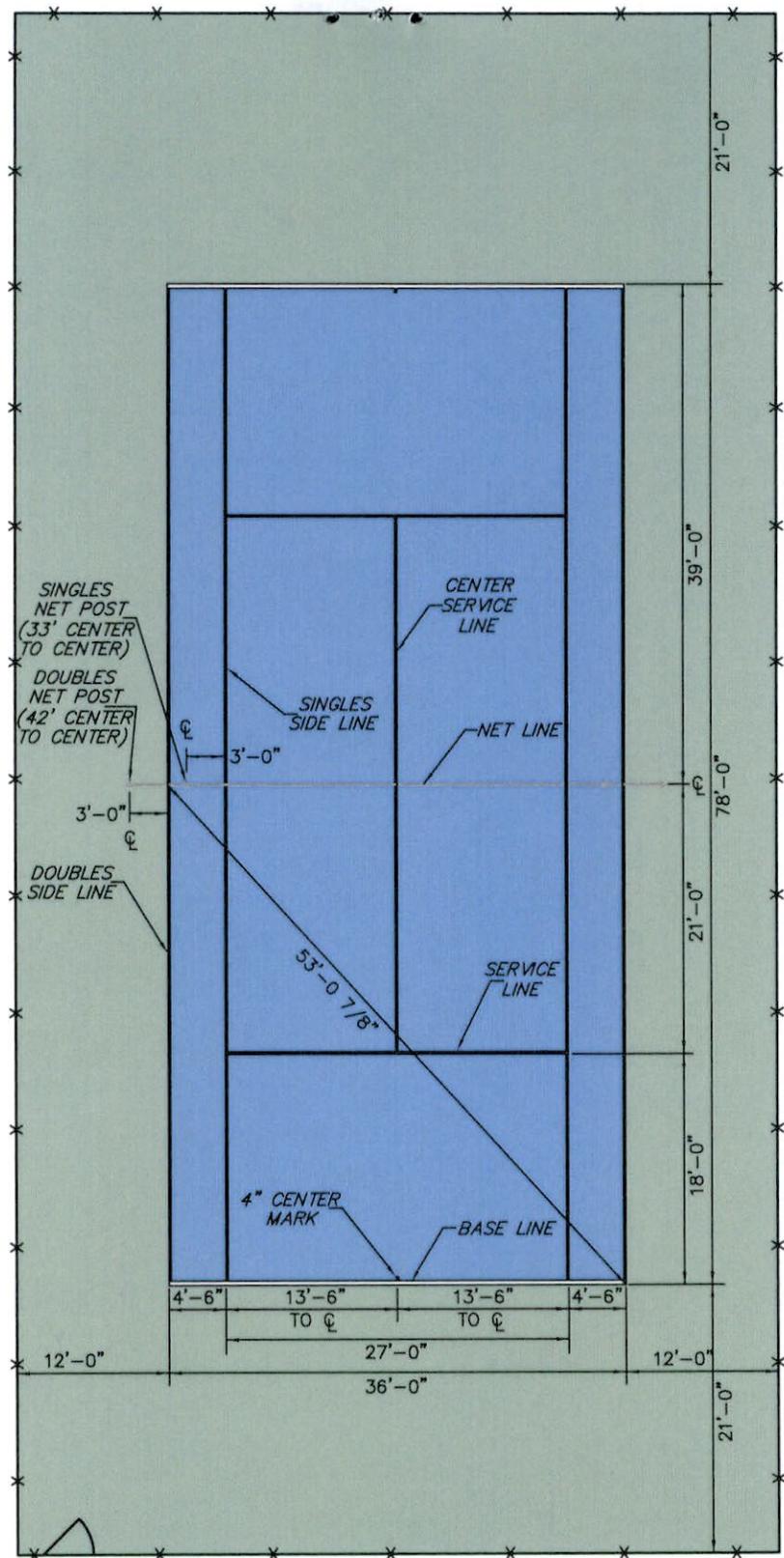
<u>Addendum No.</u>	<u>Date</u>
_____	_____
_____	_____
_____	_____
_____	_____

Signed this _____ day of _____ 202_____

Signature: _____

Title: _____

Company: _____



78 FOOT COURT

NOTES:

1. ALL DIMENSIONS ARE TO THE OUTSIDE EDGE OF THE PLAYING LINES, WITH THE EXCEPTION OF THE CENTER LINES WHICH ARE MEASURED OUT TO CENTER.
2. THE CENTER SERVICE LINE AND CENTER MARKS SHALL BE 2 INCHES WIDE. OTHER LINES SHALL BE BETWEEN 1" AND 2" WIDE, EXCEPT THE BASE LINES MAY BE UP TO 4 INCHES WIDE.

78 FOOT TENNIS

TYPICAL STRIPING PLAN

NOVEMBER 4, 2010

