

NORTH TONAWANDA
Dept. of Youth, Recreation, Parks & Seniors

500 Wheatfield Street
North Tonawanda, NY 14120
Phone: (716) 695-8520
Fax: (716) 695-8533



www.ntparksrec.com

June 12, 2025

REQUEST FOR FORMAL BIDS

Bid Title: Wurlitzer Court Resurface & Pickleball Conversion
Bid Due Date: Tuesday July 8 @ 11:00am (All sealed bids will be opened at this time)
Submit To: City Clerk/Treasurer Office
216 Payne Ave
North Tonawanda, NY 14120

1. INTRODUCTION

The City of North Tonawanda Parks and Recreation Department is soliciting sealed proposals from qualified contractors to resurface approximately 12,600 square feet of existing tennis courts and convert them into five (5) lined pickleball courts. The project is located at Wurlitzer Park Courts (1400 Cambridge Drive, North Tonawanda). The objective is to improve surface quality, safety, and usability while supporting the growing demand for pickleball facilities in our community.

2. BASE BID SCOPE OF WORK: RESURFACING & PICKLEBALL COURT CONVERSION

The selected contractor shall provide all labor, materials, equipment, and services necessary to complete the following:

2.1 Site Preparation

- Clean and inspect the existing court surface.
- Repair cracks, low areas, and other surface imperfections using industry-standard methods.
- Remove existing tennis net posts (and repair areas).

2.2 Surface Resurfacing

- Apply a minimum of two coats of acrylic resurfacer and color finish system, including appropriate texturing for pickleball play (provide color options to be selected by owner)
- Use durable, UV-resistant materials compliant with industry standards (e.g., ASBA, USTA, or USA Pickleball guidelines).
- Ensure proper slope and drainage.

2.3 Court Layout and Striping

- Layout and stripe five (5) regulation-size pickleball courts (20' x 44' each), including non-volley zones, baselines, sidelines, and centerlines (using Attachment A as a reference for court layout)

- Use contrasting colors to clearly delineate court boundaries.

2.4 Equipment Installation

- Install five (5) permanent in-ground pickleball net systems (including net posts and nets) according to the court layout in Attachment A. Install two sets of in-ground tennis nets with posts (acting as barriers between courts) as seen in Attachment A.

3. ADD ALTERNATE NO 1: MILL AND REPAVE EXISITING COURT SURFACE

The City may elect to include full milling and repaving of the existing court surface prior to resurfacing.

Contractors are requested to provide a separate line-item cost for the following add alternate scope:

- Mill and remove existing asphalt surface (approx. 12,600 sq. ft.) to a depth of [1.5" or as recommended].
- Dispose of debris in accordance with local and state regulations.
- Fine-grade existing base to ensure proper slope and drainage.
- Install new hot-mix asphalt paving to a compacted depth of [1.5" or as recommended], compacted and leveled for surface uniformity.
- Allow adequate curing time before application of surfacing materials as specified in Section 2.1.

Note: Selection of the add alternate will be contingent upon available budget and site inspection results.

Note: If company standards differ from the repair and refinish specifications above, please provide a list of recommended procedural work to be expected by your company to complete the project to satisfactory conditions.

NOTICE TO BIDDERS

All bids shall be submitted to the City Clerk's office in a sealed envelope addressed to the City of North Tonawanda and shall be plainly marked on the outside with the Contractor's name and title of the bid. No bidder may withdraw their bid within sixty (60) days after the opening thereof, but may withdraw it at any time prior to the opening thereof. Bidder must sign the statement of non-collusion in accordance with the Chapter 751 of the Laws of the State of New York.

General Conditions:

1. **AWARD OF BID:** It is mutually understood and agreed by and between the Director of Youth, Recreation & Parks and the Bidder that the Director may make his award for the project set forth in these specifications. The Director reserves the right to select the Alternative Bid which best suits the City's need and the right to not award an item due to fiscal limitations.
2. **FAITHFUL PERFORMANCE:** If the aggregate amount of the Contract awarded to any one bidder is more than \$1,000.00 the City of North Tonawanda will require the successful Bidder to execute a Performance Bond with corporate security to be approved by the City of North Tonawanda for the full amount of the Contract.
3. **DEFINITION OF TERMS:** The singular, as used herein, shall include the plural, the masculine shall include the feminine and neuter; the "Articles" shall include supplies materials and equipment and all incidental work and labor, if the same is contemplated in these specifications. Where the term, "Director" is used, it shall be taken to mean the Director of Youth, Recreation & Parks, or his authorized representative. The term "Dept" will mean the North Tonawanda Dept. of Youth, Recreation & Parks.
4. **BRAND NAMES, CATALOG REFERENCES, ALTERNATIVES:** Where brand name or catalog reference is included in the specifications, it shall be interpreted to mean that the proprietary product or equal shall be approved and is not intended to limit competition. If item bid is not the particular brand name product, Bidder shall state in his Bid what he is bidding on as an equal, or as an alternate. Catalog cuts and descriptive material shall accompany the bid. In all cases, final judgement as to whether or not an item meets the specifications rests with the Engineer and Director of Parks and Recreation.
5. **PROVISION OF LIST OF REFERENCES:** Vendor shall provide a list of references and project descriptions for projects that indicate the Vendor's qualifications and ability to successfully complete and provide the play device specified.
6. **PRICING:** All bids shall be lump sum unit prices including material and installation. Prices must be firm for at least 120 days and without escalator clause.
7. **TAXES:** No charge will be allowed for Federal, State or Municipal Sales and Excise Taxes, from which the City of North Tonawanda is exempt. The price bid shall be net and shall not include the amount of any such tax. Exemption Certificates will be furnished upon request of the successful bidder.
8. **WARRANTY:** The successful Bidder shall guarantee his installation work for a period of at least one year against faulty construction and/or inferior materials. Any apparent defect or hazard

caused by negligence or defective workmanship on the part of the successful Bidder shall be corrected immediately or as soon as feasible upon notice from the City of North Tonawanda.

9. **PAYMENTS:** Payments of this Contract will be made with 25% down at project start and the remaining 75% paid in full for all acceptable items at the Regular Common Council Meeting following date of completion.
10. **QUALIFICATIONS OF BIDDER:** The Director may make any investigation he deems necessary to determine the ability of the Bidder to meet the terms of the specifications covered by this Contract. The Bidder shall furnish all such information and data for this purpose as the City of North Tonawanda may request.
11. **CONFLICT OF INTEREST:** Each Bidder must state that no officer or employee of the Dept. is directly or indirectly interested in the proposal.
12. **OBLIGATIONS OF SUCCESSFUL BIDDERS:** The Bidder agrees if awarded the Contract to furnish and deliver the said rehabilitation at such time, and to such place, and in such quantities as herein specified and that the articles shall be new and in good condition, and shall be subject to inspection and approval by the Director. In the event that any of the said work shall be rejected as unsuitable for the purpose intended or not in conformity with these specifications, such work shall be removed and replaced with proper quality as set forth in the specifications at the expense of the successful Bidder.

In the event that the successful Bidder shall neglect or refuse to furnish and deliver said device, or any part thereof, as provided in these specifications, or to replace any which are rejected, as stated in the preceding paragraph, then the Director may hire and have work completed, in conformity with this Contract, from such party or parties, in such quantities and in such manner as it shall select at the expense of the successful Bidder, or may cancel this contract reserving to itself, nevertheless, all rights for damages which may be incurred by the City of North Tonawanda.

The Bidder agrees that if he is awarded the Contract, he will not assign, transfer or sublet it, unless specific permission to do so is granted, in writing, by the City of North Tonawanda, nor will he assign in whole or in part any rights or privileges which may accrue to him under the terms of the Contract or any money which may become due to him thereafter.

The Bidder further agrees that, if awarded the Contract under these specifications, he will indemnify and save harmless the City of North Tonawanda from all suits and actions of every nature and description brought against them, or any of them, growing out of any Contract or Contracts, written or verbal, entered into between the City of North Tonawanda and the successful Bidder, and further, that upon awarding the Contract to the successful Bidder in accordance with these specifications, this agreement of indemnification shall automatically become effective.

13. **PART OF PROPOSAL:** These General Conditions are to be considered an integral part of all proposals.
14. **INSURANCE:** The Contractor shall take out and maintain during the life of this Contract such Public Liability and Property Damage insurance as shall protect him and any subcontractor performing work covered by this Contract, from claims for damages, for personal injury, including accidental death, as well as from claims for property damage, which may arise from

operations under this Contract whether such operations be by himself or by any subcontractor or by anyone directly or indirectly employed by either of them and the amounts of such shall be as follows.

Public Liability Insurance in the amount not less than \$100,000 on account of any one accident, and in an amount of not less than \$300,000 of all accidents.

Insurance Coverage for Owner- The Contractor shall procure and shall maintain during the life of the Contract, insurance and bonds for the benefit of the Owner, its agents, including the Engineer, surveyors and inspectors, protective public liability and property damage insurance with limits of not less than \$300,000 covering the liability for damages imposed by law upon Owner or its representative or agents with respect to all operations under the agreement with the Contractor or subcontractors, which must include within its coverage omissions and supervisory acts of the employees or agents of the insured and/or of the agents, engineers, inspectors or employees of this municipality or the City of North Tonawanda Dept. of Youth Recreation * Parks of public utility which may have granted permits in connection with the work. Owner and agents shall be specifically named on said policy. Proof of carriage if required insurance shall be furnished to the Owner.

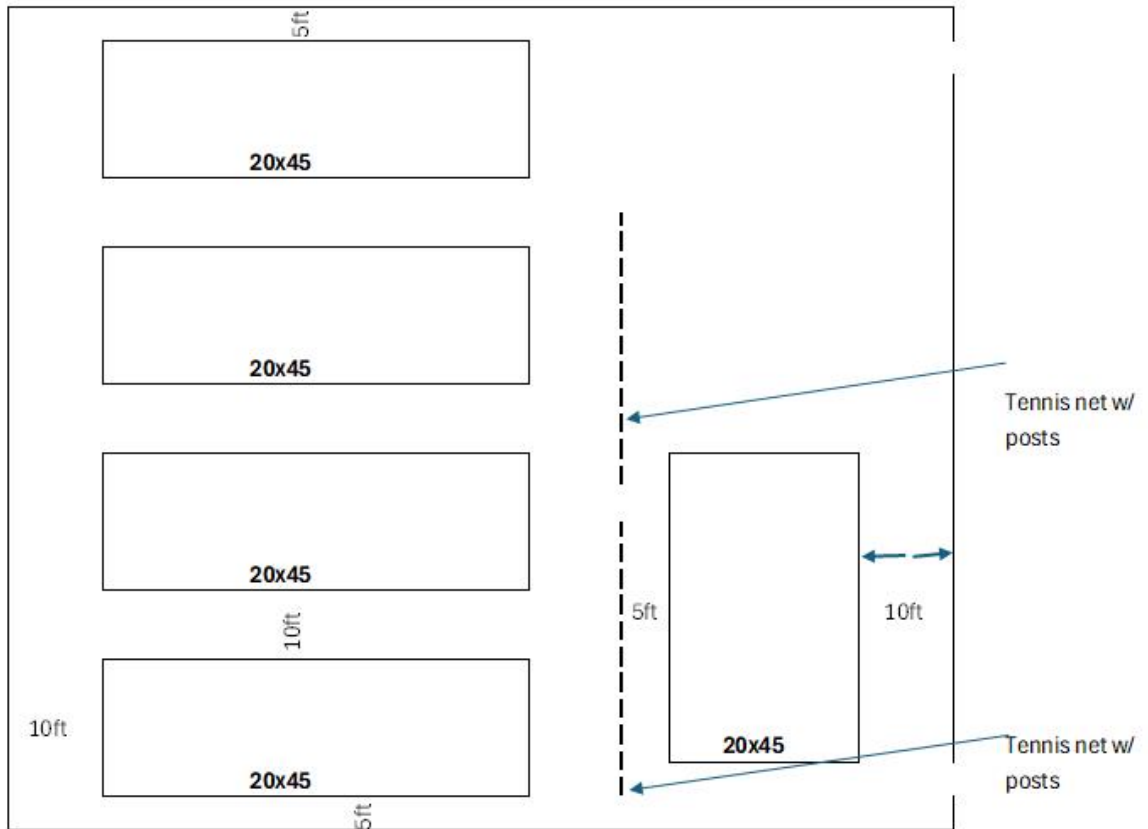
15. **NON-DISCRIMINATION REQUIREMENTS:** Consistent with federal and state anti-discrimination provisions, the vendor agrees not to discriminate against any employee or supplier on the basis of race, creed, color, disability, sex or national origin; or against any applicant for the employment on the basis of race, creed, color, disability or national origin.

GENERAL MATERIAL AND INSTALLATION GUIDELINES

1. The bid quote should include both the cost of materials and installation as specified.
2. A written award notice will be forwarded by the Director of the Department of Youth, Recreation & Parks following the Bid Opening. The contract order will be officially awarded at the following Common Council Meeting.
3. All areas affected by the work must be returned to their original condition and approved by Dept.
4. Additional questions regarding the project may be obtained from the Director, Alex Domaradzki at 695-8520 x5500, email: alex@northtonawanda.org
5. 25% down payment will be made at the start of the project with the remaining 75% following the completion of the project.

Attachment A

Wurlitzer Park Pickleball Courts



Example of court w/ net & post barrier

BID PROPOSAL
WURLITZER COURT RESURFACE AND PICKLEBALL COURT CONVERSION
CITY OF NORTH TONAWANDA, NY 14120

JOB TITLE: Wurlitzer Court Resurface & Pickleball Conversion
JOB LOCATION: Wurlitzer Park Courts (1400 Cambridge Ave North Tonawanda)
REQUESTED BY: North Tonawanda Department of Youth, Recreation & Parks

VENDOR INFORMATION:

Company Name: _____ Phone: _____

Address: _____ Contact Name: _____

Email: _____

Total Price Base Bid \$ _____

Total Price of ADD ALTERNATE NO 1. \$ _____

Total Price of Base Bid with ADD ALTERNATE NO. 1 \$ _____

In your proposal be sure to include the following...

✓ **REFERENCES:**

Provide job descriptions from relatable projects completed by your company including date of each project, size of project, work completed, and reference information for contact.

✓ **PROPOSAL DESCRIPTION (INCLUDE ITEMIZED COSTS FOR LABOR & MATERIAL, ETC)**

Please identify the company standard of work for site preparation and resurfacing including a list of recommended procedural work to be expected by your company to complete the project to satisfactory conditions

✓ **PROPOSED JOB TIMELINE:**

Include proposed start date, and earliest potential completion date (Note: Completion date of August 31, 2025 is preferred but not mandatory). Should there be reasons for not being able to meet this deadline please provide details as to the earliest projected finish date.

SEALED SUBMISSIONS DUE TUESDAY JULY 8 @ 11AM

PROPOSAL ACCEPTANCE

I the undersigned herewith, propose to furnish the City of North Tonawanda, New York and the Department of Youth, Recreation & Parks, all items upon which we have bid for the prices herein, in accordance with the designated specifications.

The undersigned Bidder certifies to having read the instructions to bidders, the General conditions, the supplementary General Conditions (if applicable) and Non-collusive Bidding Certification and offers to furnish the articles specified to the Director of Youth, Recreation & Parks in the exact accordance with specifications and prices stated.

Non-collusive bidding certification. By submission of this bid proposal the bidder certifies that:

- (a) This bid proposal has been independently arrived at without collusion with any other bidder or with any competitor or potential competitor;
- (b) This bid proposal has not been knowingly disclosed and will not be knowingly disclosed, prior to the opening of bids for this project, to any other bidder, competitor or potential competitor
- (c) No attempt has been made or will be made to induce any other person, partnership or corporation to submit or not to submit a bid proposal.
- (d) The person signing this bid proposal certifies that he has fully informed himself regarding the accuracy of statements contained in this certification, and under penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as well as the person signing its behalf;
- (e) That attached hereto (if a corporate bidder) is a certified copy of the resolution authorizing the execution of this certificate by the signatory of this bid proposal in behalf of the corporate bidder.

Total Base Bid Price: \$ _____ Total Bid Price WITH ADD ALTERNATE \$ _____

Authorized Representative Signature: _____

Print Representative's Name: _____

Title of Representative: _____

Company Name: _____

Mailing Address: _____

Telephone Number: _____

Email Address: _____