

# CITY OF MALVERN, ARKANSAS

## INVITATION TO BID – Not An Order

ON: Complete Repair and Resurfacing of  
Four (4) Tennis Courts at the Malvern  
City Park

Bid Opening Date: **Friday,  
May 26, 2017**

Time: 10 o'clock a.m.

Place: City Treasurer's Office  
120 W. Third

Sealed bids will be received until 10 a.m., Friday, May 26, 2017.

(Any attached specifications are made a part of this bid).

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### ITEM

### QUANTITY DESCRIPTION AND/OR SPECIFICATIONS

**SEE ATTACHED SPECIFICATIONS - One (1) Page**

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### **INSTRUCTIONS TO BIDDERS**

(Please Read Carefully)

1. SUBMIT BID ON BID FORM PROVIDED ON REVERSE SIDE OF THIS SHEET in compliance with all conditions listed thereon.
2. Address bids to: **Purchasing Agent, City of Malvern, 120 W. Third Street, Malvern, Arkansas 72104.**
3. You **must** mark outside envelope: **BID ON \_Repair and Resurfacing of Tennis Courts at City Park \_\_\_\_\_**
4. **DO NOT** include Federal Excise Tax in bid. City will furnish exemption certificate.
5. State Manufacturer, Brand Name, Model, etc. for each item bid on.
6. Samples of items, when required, must be furnished free, and, if not called for within 30 days from date of bid opening, will be disposed of by City.
7. **Bids received after stated time will not be considered.**
8. Be sure to read all conditions and verify amounts before submitting bids. **No changes will be allowed after submission.**
9. Guarantees and warranties should be attached as a part of the bid as they may be a consideration in awarding a contract
10. Delivery or contract completion time is to be shown, as this date may, where time is of the essence, determine the contract award.
11. Additional information may be obtained from the undersigned.

THE CITY RESERVES THE RIGHT TO ACCEPT PART OR ALL OF ANY SPECIFIC BID OR BIDS, AND TO ACCEPT ANY BID OR BIDS WITH OR WITHOUT TRADE-IN. THE CITY FURTHER RESERVES THE RIGHT TO REJECT ALL BIDS, OR PART OR ALL OF ANY SPECIFIC BID OR BIDS.

**Brenda J. Weldon  
MAYOR**

City of Malvern, Arkansas  
**CONDITIONS OF BIDDING**

COMPLIANCE WITH THE FOLLOWING CONDITIONS IS NECESSARY FOR CONSIDERATION OF THIS BID

1. SIGNATURE - This bid must be signed with the firm name and by an authorized officer, employee or agent.
2. DEVIATIONS FROM SPECIFICATIONS AND ALTERNATE BIDS must be clearly shown on the bid form below with complete information attached to form. They may or may not be considered.
3. SALES OR USE TAX If not shown separately from the base bid or alternate bid, any sales or use tax, if applicable to the transaction will be deemed to be included in the bid price. Tax may not be added after the bid is opened. Use tax will be paid by bidder direct to Arkansas State Revenue Department.
4. FREIGHT AND OTHER DELIVERY CHARGES to destination at designated City facility in Malvern must be included in bid. Charges may not be added after the bid is opened.
5. DISCOUNTS - Show rate, total amount, and latest day any discount will be allowed after receipt of article and invoice, otherwise City will deduct allowed discount when payment is made.
6. UNIT PRICES AND EXTENSIONS- If unit prices and extensions thereof do not coincide the City may accept the bid for the lesser amount whether reflected by the extension or by the correct multiple of the unit price.
7. FIRM PRICE- All prices quoted will remain firm for at least 90 days from the date of bid, unless otherwise specified by the City or bidder.
8. ARKANSAS PREFERENCE must be requested in writing when bid is submitted to be considered a factor in awarding a contract.
9. IDENTICAL BIDS- In the event of two or more identical low bids the contract may be awarded arbitrarily or for any reason to any of such bidders or split in any proportion between the said two or more bidders at the discretion of City.
10. LIQUIDATED DAMAGES- Liquidated damages shall be assessed beginning on the first day following the maximum delivery or completion time entered on this bid form and/or provided for by the plans and specifications.
11. AMBIGUITY IN BID- Any ambiguity in any bid as the result of omission, error, lack of clarity or non-compliance by the bidder with specifications, instructions, and all conditions of bidding shall be construed in the light most favorable to the City.

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Use this **BID FORM** Only

We, the undersigned, have read all the requirements set forth in this bid proposal including specifications, instructions, conditions, and pertinent information regarding the articles being bid on, and we agree to furnish these articles at the prices stated below:

NOTE: Out of State Bidders  
Must furnish Ark. Use Tax  
Register No. or copy of application therefor.

Allowed Discount: Rate \_\_\_\_\_% Total \$ \_\_\_\_\_  
Time allowed for Discount \_\_\_\_\_ Calendar days.  
Maximum Delivery or completion time after  
Issuance of Purchase Order or worked ordered by the  
City  
\_\_\_\_\_ days.  
calendar

Firm Name \_\_\_\_\_  
Street Address \_\_\_\_\_  
City\State \_\_\_\_\_  
By: \_\_\_\_\_  
Title \_\_\_\_\_  
Date \_\_\_\_\_



**SPECIFICATIONS FOR TENNIS COURTS REPAIR AND RESURFACING**  
**CITY PARK, MALVERN, ARKANSAS**

Complete repair and resurfacing of the four (4) tennis courts located in the City Park.

1. Remove damaged materials from court perimeters and surfaces. Cracks to be routed, filled and sealed with Court Patch Binder and coated with Acrylic Resurfacer. Areas that have lost planarity will be leveled using sander, then leveled with a cement slurry. RiteWay Crack Repair System will be installed on cracks, except expansion joints which must remain flexible. Refurbish and paint tennis posts.
2. Two coats of World Class Color Concentrate and silica sand mixture according to specifications. Court colors are to be red and green with white lines. Lines must be covered with stripe sealer.

Layout and application of playing lines according to USTA specifications.

Clean area and dispose of all debris.

All bids should include detailed scope of work and products to be used in patching and resurfacing

Bids should include a total cost to include both materials and labor.