

REQUEST FOR PROPOSALS (RFP)

Tennis Court Repair, Resurfacing, and Playing Surface Installation

Wilkes County School District

INVITATION TO PROPOSE

The Wilkes County School District (hereinafter referred to as the “System”) invites qualified and experienced contractors to submit proposals for the repair, resurfacing, and installation of a new playing surface over existing **Tennis Court Repair, Resurfacing, and Playing Surface Installation Project** at Washington-Wilkes Comprehensive High School.

The purpose of this Request for Proposals (RFP) is to identify and select a contractor capable of providing high-quality tennis court renovation services that enhance the safety, functionality, appearance, and longevity of the System’s athletic facilities. The selected contractor shall demonstrate the ability to perform all work in a professional, timely, and cost-effective manner while adhering to industry standards, applicable regulations, and the specifications outlined in this RFP.

The Wilkes County School District reserves the right to accept or reject any or all proposals, waive technicalities, and award the contract in the best interest of the School System.

ISSUING AUTHORITY

Wilkes County Board of Education
313-A North Alexander Ave
Washington GA 30673

Point of Contact:

Elizabeth Bohler, Director of School Operations
Phone: 706-678-2718
Email: bohlere@wilkes.k12.ga.us

All communications regarding this RFP shall be directed to the contact person listed above. Oral explanations or instructions shall not be binding.

PROCUREMENT SCHEDULE

Event	Date / Time / Location
Proposal Issue Date	June 22, 2026
Bid Meeting (Optional)	July 6, 2026 at 9:00 am EST Washington-Wilkes Comprehensive High School – Tennis Court 1182 Tignall Road, Washington, GA 30673
Final Date for Written Questions	July 9, 2026 at 4:00 pm EST
Proposal Due Date and Time (Eastern Time)	July 15, 2026 at 3:00 p.m. EST
Proposal Due Location	Wilkes County Board of Education 313-A North Alexander Ave., Washington, GA 30673
Proposal Opening Date and Time (Eastern Time)	July 16, 2026 at 9:00 am EST
Proposal Opening Location	Wilkes County Board of Education
Award Date (per award letter)	July 20, 2026
Contract Start Date and End Date	July 21, 2026 – October 30, 2026

Proposal Identification Requirements

Proposals must be submitted in a **sealed envelope** clearly labeled as follows:

- **PROPOSAL FOR: Tennis Court Repair, Resurfacing, and Playing Surface Installation Project**
- **RFP TITLE: Tennis Court Repair, Resurfacing, and Playing Surface Installation Project 26-05**
- **ENVELOPE LABEL: “Tennis Court Repair, Resurfacing, and Playing Surface Installation Project”**

Late proposals will not be accepted.

INSTRUCTIONS TO PROPOSERS

1. Proposals must be submitted in a sealed envelope or package clearly marked **“Tennis Court Repair, Resurfacing, and Playing Surface Installation Project”**
2. Proposals shall be valid for a minimum of ninety (90) days following the submission deadline.

3. Proposers are responsible for examining all specifications, locations, and conditions that may affect performance.
 4. Any addendum issued shall become part of this RFP and **must be acknowledged in the proposal.**
 5. The Wilkes County Board of Education reserves the right to conduct investigations, request clarification, and negotiate terms with the selected proposer.
 6. Failure to comply with any requirement of this RFP may result in disqualification.
-

GENERAL CONDITIONS, FINANCIAL PROVISIONS, EMPLOYEE GUIDELINES & SAFETY

Contractor Qualifications

The successful Contractor must be properly licensed to do business within Wilkes County and the State of Georgia. The successful Contractor shall have been in the Tennis Court Repair, Resurfacing, and Playing Surface Installation Project resurfacing business for a minimum of seven (7) years. The Contractor shall have a person available during normal business working hours to address any problems or complaints.

Pricing

The Contractor warrants that the pricing submitted in response to this RFP shall remain firm and valid for a period of ninety (90) days from the proposal submission deadline. The proposed pricing shall include all labor, materials, equipment, supervision, mobilization, permits, disposal fees, overhead, profit, and any other costs necessary to complete the project as specified. No additional charges shall be assessed unless approved in writing by the Wilkes County School District through a formal change order process.

Hours

Project work shall be performed during hours approved by the Wilkes County School District. Normal working hours are from sunrise to sunset, Monday through Friday, unless otherwise approved by the System.

Because work will be performed on active school campuses, the Contractor shall coordinate all project activities with the Wilkes County's Director of School Operations or designee. Special consideration shall be given to instructional activities, athletic events, summer programs, and other school-sponsored functions. The Systems reserves the right to restrict access to project areas or adjust work schedules as necessary to minimize disruption to school operations.

The Contractor shall be responsible for maintaining a safe work environment and securing the project site at the conclusion of each workday.

Terms of Contract

The contract awarded as a result of this Request for Proposals shall commence upon approval by the Wilkes County Board of Education and execution of a contract by both parties. The

Contractor shall begin work upon receipt of a Notice to Proceed issued by the Wilkes County School District.

All work associated with the Tennis Court Repair, Resurfacing, and Playing Surface Installation Project shall be substantially completed no later than October 30, 2026, unless an extension is approved in writing by the System. The Contractor shall provide a proposed project schedule with its submission, including anticipated start date, major milestones, and completion date.

The contract shall remain in effect until all work has been satisfactorily completed, inspected, accepted by the System and final payment has been made. Any changes to the scope of work or contract price must be approved through a written change order executed by both parties prior to the performance of additional work.

Contract Agreement

All subsequent contract agreements as a result of an award hereunder, shall incorporate all terms, conditions, and specifications contained herein, and response hereto, unless mutually amended in writing.

Signed Proposal Considered an Offer

Receipt of a signed proposal shall be considered an offer on the part of the Contractor. The terms, conditions, and specifications of this proposal will become part of the contract if the proposal is deemed approved and accepted by the Wilkes County School District's Board of Education. In the event of a default on the part of the Contractor after acceptance, the System may take such action as it deems appropriate, including legal action for damages or specific performance.

Payment Terms

Payment Terms are NET 30 days following receipt of correct invoice. Invoices must be submitted to:

Wilkes County School District
Accounts Payable
313-A North Alexander Ave
Washington GA 30673

The System is responsible for all payments to the Contractor under this contract.

Subcontracting

Subcontracting is permitted only with prior written approval from the Wilkes County School District. All subcontractors must be identified in the proposal.

Changes

The System should have the right, at any time, to alter the specifications to meet increased or decreased needs. If any such changes cause an increase or decrease in the cost of the time

required for the performance, or otherwise affect any other provision of this agreement an equitable adjustment shall be made and this agreement shall be modified in writing accordingly.

Governing Laws

This contract is made under and shall be governed and construed in accordance with the laws of the State of Georgia.

Advertising

In submitting a proposal to the Wilkes County School District, the Contractor agrees NOT to use the results of their proposal as a part of any commercial advertising without prior approval of the System.

Confidentiality of Proposals

In submitting a proposal, the Contractor agrees not to discuss or otherwise reveal the contracts of the proposal to any source outside of System until after the award of the contract. Contractors not in compliance with the provision may, at the option of the System, be disqualified from contract award. Only discussions authorized by the System are exempt from this provision.

Cost for Proposal Presentation

Any costs incurred by Contractors in preparing or submitting proposals are the Contractors' sole responsibility. The System will not reimburse any Contractor for any costs incurred prior to award of this contract.

Time of Acceptance

Each proposal shall state that it is a firm offer which may be accepted within a period of 90 days following the submitted date, July 15, 2026. Although the contract is expected to be awarded prior to the time, the 90-day period is requested to allow for unforeseen delays.

Collusive Bidding

The Contractor's signature on the System's "Request for Proposal (RFP)" is a guarantee that the prices quoted have been arrived at without collusion with other eligible Contractors and without effort to preclude the System from obtaining the lowest possible competitive price.

General Indemnity

The Contractor shall save and hold harmless, pay on behalf of, protect, defend, indemnify the Wilkes County School District, assume entire responsibility and liability for losses, expenses, demands and claims in connection with or arising out of any injury, or alleged injury (including death) to any person, or damage, or alleged damage, to property of the System or others sustained or alleged to have been sustained in connection with or to have arisen out of or resulting from the performance or the intended performance of any work/service, outlined or resulting from this agreement, by the Contractor or their employees, including losses, expenses or damages sustained by the System or System officials (including administrators, agents and employees) from any and all such losses, expenses, damages, demands and claims.

The Contractor further agrees to defend any suit or action brought against the System or System officials (as outlined above) based on any such alleged injury or damage and to pay all damages, cost and expenses in connection therewith or resulting there from. As an integral part of this agreement, the Contractor agrees to purchase and maintain, during the life of this contract, contractual liability insurance in the amounts listed in the insurance coverage requirements below. The obligations of the Contractor pursuant to this paragraph shall not be limited in any way by any limitation in the amount or type of proceeds, damages, compensation, or benefits payable under any policy of insurance or self-insurance maintained by or for the use and benefit of the Contractor.

Conflict of Interest

All Contractors must disclose in writing with their proposal, the name of any owner, officer, director, or agent who is also an employee of the Wilkes County School District (including any member of the Wilkes County Board of Education). All Contractors must also disclose in writing with their proposal, the name of any employee of the System who owns, directly or indirectly, and interest of five percent (5%) or more in the Contractor's firm or any of its branches or subsidiaries. By submitting a proposal, the Contractor certifies that there is no relationship between the Contractor and any person or entity which is or gives the appearance of a conflict of interest related to this RFP.

Errors and Omissions

The Contractor shall not take advantage of any errors or omissions in this RFP. The Contractor shall promptly notify System of any omissions or errors found in this document.

Insurance Coverage

During the term of the contract, the Contractor at their sole cost and expense, shall provide commercial insurance of such type and with such terms and limits as may be reasonably associated with the contract. At a minimum, the Contractor shall provide and maintain the following coverage and limits:

- Worker's Compensation – The Contractor shall provide and maintain Worker's Compensation Insurance, as required by the laws of Georgia, as well as employer's liability coverage with minimum limits of \$500,000 for bodily injury per accident. This insurance must include and cover all of the Contractor's employees who are engaged in any work under this contract.
- General Liability – The Contractor shall provide and maintain General Liability Coverage at a rate no less than \$500,000 per person and \$1,000,000 per occurrence for bodily injury, personal injury and property damage.
- Automobile – Automobile Liability Insurance to include liability coverage, covering all owned, hired, and non-owned vehicles used in connection with this contract, shall have liability limits of not less than \$500,000 per person and \$1,000,000 per occurrence. The minimum combined single limit shall be \$1,000,000.

Insurance Requirements

Providing and maintaining adequate insurance coverage is a material obligation of the Contractor and is of the essence of this contract. All such insurance shall meet all laws of the State of

Georgia. Such insurance coverage shall be obtained from companies that are authorized to provide such coverage and that are authorized by the Commissioner of Insurance to do business in Georgia. The Contractor shall at all times comply with the terms of such insurance policies, and all requirements of the insurer under any such insurance policies, except as they may conflict with existing Georgia laws or this contract. The limits of coverage under each insurance policy maintained by the Contractor shall not be interpreted as limiting the Contractor's liability and obligations under the contract.

Other Insurance Provisions

This policy or policies are to contain, or be endorsed to contain, the following provisions:

- A. Contractor's insurance is to be considered primary for losses that occur as a direct result of the Contractor's actions.
- B. Coverage shall state that the Contractor's insurance shall not be suspended, voided, canceled, reduced in coverage, or in limits except after 30 days written notice.

The Contractor must include a copy of their insurance certificates with their proposal package. Upon award of this contract, the selected Contractor shall add the Wilkes County School District as a Certificate Holder to their insurance policy and provide documentation of same.

Evaluation Criteria

The Wilkes County School District, at its sole discretion, following an objective evaluation, will award this contract(s) to the most responsible, responsive Contractor(s). The proposals will be evaluated on a "best overall value" basis including, but not limited to, completeness and content of the proposal, pricing, quality, the Contractor's ability to follow the specifications, the Contractor's ability to provide a team of skilled, trained employees, the Contractor's experience with similar projects and the Contractor's responses to "Mandatory Issues". In addition to these considerations, the evaluators may request additional information, oral presentations or discussions with any or all of the responding Contractors to clarify elements of their proposal or to amplify the materials presented in any part of the proposal. However, Contractors are cautioned that the evaluators are not required to request clarification; therefore, all proposals should be complete and reflect the most favorable terms available from the Contractor.

The System reserves the right to make independent investigations as to the qualifications of the Contractor(s). Such investigations may include contacting existing customers. Contractors should keep in mind that this is a Request for Proposals and not a request to contract. The System reserves the unqualified right to accept or reject any and all proposals, and to waive any irregularities as may be permitted by law when it is deemed that such action will be in the best interest of the System.

The System reserves the right to disqualify proposals, before or after opening, upon evidence of collusion with intent to defraud or other illegal practices upon the part of the Contractor.

Award of Bid

The System, at its sole discretion, following an objective evaluation, will award this contract

to the most responsible, responsive Contractor(s). The award of this contract will be based and granted on **“Best Value”**. **“Best Value”** will allow the System to consider factors beyond pricing, such as whether the responsible Contractor is able to meet and/or exceed the required specifications. **“Best Value”** will permit and reflect prudent stewardship of public funds and trust. Award of the contract(s) to one Contractor does not mean that the other proposals lacked merit. Award of the contract(s) signifies that after all factors have been considered, the selected proposal was deemed most advantageous to the System.

Notification of Award

After all prerequisites and specifications have been met by the Contractor(s) and the award for Tennis Court Repair, Resurfacing, and Playing Surface Installation Project has been made, the successful Contractor(s) will be notified by the System verbally and by a letter of award.

Termination for Cause

The System may terminate their participation in this contract in whole or in part with thirty (30) days' notice, for their convenience, or because of failure of the Contractor to fulfill the contract obligations in any respect. This termination notice will be issued via a written letter sent by certified U.S. mail. Immediate dismissals may be executed if deemed necessary by the System.

Contractor Employee Guidelines

Drug Policy: The Contractor certifies that it maintains a drug free work place environment to ensure worker safety and workplace integrity. The Contractor further agrees their employees shall comply with the System's Drug-Free, Vape-Free & Tobacco-Free Campus Policy.

Authorized Personnel: While engaged in the performance of these Tennis Court Repair, Resurfacing, and Playing Surface Installation Project, only authorized employees of the Contractor are allowed at the locations where the work is being performed. During the performance of these services, the Contractor employees are not to be accompanied in the work area by acquaintances, family members, associates or any other person(s) who are not a current, authorized employee(s) of the Contractor.

Employee Guidelines: The Contractor shall use only qualified personnel to provide the required services. The Contractor shall be responsible for insuring that employees abide by all rules and regulations set forth for the buildings and grounds.

Background Checks: Contractor personnel shall complete background checks and receive Superintendent approval prior to working on any campus.

Workmanship

All services shall be performed in a professional manner consistent with industry standards and in compliance with all applicable federal, state, and local laws and regulations.

School Operations and Safety

Safety: The Contractor and any persons employed by the Contractor shall be required to adhere to all OSHA requirements and regulations that apply while performing any part of the work listed under the title “Scope of Work”. The Contractor and any persons employed by the Contractor shall be required to wear the following safety items as required by OSHA regulations while performing any part of the work listed under the title of “Scope of Work”.

State and Federal Regulations: The Contractor shall perform all work in accordance with State and Federal safety regulations in regards to work zones, work areas, equipment, vehicles, tools and supplies. The Contractor shall provide all necessary and required work zone protective devices and traffic channeling devices as required under State and Federal safety regulations.

System Safety Director: The Grounds Supervisor, Director of Facilities, and Director of School Operations for the System shall be given full access to inspect all aspects of the job, work zone, equipment, personal protective equipment and all areas and aspects of the job for compliance with OSHA, State, and Federal safety regulations. Should the System’s designee identify any areas of concern, the Contractor shall, at his expense, address these concerns to the satisfaction of the System’s designee. The System reserves the right to require the removal of any worker from a work site for failure to wear appropriate safety apparel or required uniforms, or for exhibiting impudent or unprofessional behavior.

Should the Contractor fail to remedy any identified safety concerns, where feasible, the Grounds Supervisor, Director of Facilities, and/or Director of School Operations shall have functional authority to halt work until said safety concerns are corrected to the System’s satisfaction.

Should the Contractor fail to remedy any verifiable safety concerns identified by the Grounds Supervisor, Director of Facilities, and/or Director of School Operations shall, the System, at its option, may cancel any agreement, reserving for itself any remedies it may have for breach of contract.

Public Safety: The Contractor shall protect the safety and convenience of the general public. The Contractor shall perform work as needed and necessary to protect the general public from hazards.

Contractor Supervision: The Contractor, or the Contractor’s authorized agent, shall make sufficient routine inspections to ensure the Tennis Court Repair, Resurfacing, and Playing Surface Installation Project work is performed as required by the contract.

Project Updates and Progress Reporting

The Contractor shall provide regular project updates to the Director of School Operations or designee throughout the duration of the project. Updates shall be provided at least weekly via

email and shall include work completed, work scheduled for the upcoming week, any project delays or concerns, and the anticipated project completion date.

The Contractor shall promptly notify the System of any unforeseen conditions, schedule impacts, or issues that may affect the project's scope, budget, or completion timeline. Upon completion of the project, the Contractor shall provide written notification that all work has been completed and is ready for final inspection.

The System reserves the right to inspect the work at any time during the project and will conduct a final inspection to verify that all work has been completed in accordance with the contract documents, specifications, and project requirements.

Uniforms and Identification

All contractor personnel shall wear company-identifying uniforms or shirts and be easily distinguishable from students and school staff. The System reserves the right to require the removal of any worker from a work site for failure to wear appropriate safety apparel or required uniforms, or for exhibiting impudent or unprofessional behavior.

Permits and Licenses

The Contractor shall be responsible for obtaining all permits and licenses and shall pay all fees required by the various governmental agencies in connection with this work

Cleanup & Fences

All work areas shall be left clean and free of debris at the end of each workday. All fencing located on the System's campuses shall be restored to its original condition and configuration as it existed prior to the Contractor's arrival. Upon completion of the work, the Contractor shall be responsible for ensuring that all fences are properly reinstalled, secured, and returned to the same state in which they were found, to the satisfaction of the System.

Damage Responsibility

Any damage caused by the contractor shall be reported immediately and repaired at no cost to the Wilkes County Board of Education. Ruts, holes and other disfigurement of mowed areas by Contractor's equipment shall be the responsibility of the Contractor to repair to original condition. Costs incurred by the School System to correct damage may be deducted from contractor payments. Damage to property (sprinkler heads, vehicles, fencing, etc) will be the responsibility of the Contractor.

SCOPE OF WORK AND SPECIFICATIONS

The Contractor shall furnish all labor, materials, equipment, supervision, transportation, permits, and incidentals necessary to repair, resurface, and install a new playing surface on the four (4)

existing Tennis Courts at Washington-Wilkes Comprehensive High School. All work shall be performed in accordance with industry standards and the manufacturer's specifications.

The scope of work shall include, but not be limited to, the following:

Court Preparation and Repairs

1. Pressure wash and thoroughly clean all existing tennis court surfaces to remove dirt, mildew, algae, debris, and any loose or deteriorated surface materials.
2. Inspect all court surfaces for cracks, depressions, and other deficiencies.
3. Clean, prepare, repair, and smooth all existing cracks using the Riteway Crack Repair System or an equivalent crack repair system approved by the System.
4. Repair and level all low-lying areas ("bird baths") and surface depressions to eliminate standing water and provide a uniform playing surface.
5. Complete all necessary surface preparation to ensure proper adhesion of the new surfacing system.

Court Resurfacing

6. Install a Cushion Guard cushioned court surfacing system, or an approved equivalent, over the existing four (4) asphalt Tennis Courts
7. Apply the manufacturer's recommended number of coats and materials necessary to achieve the specified cushioned playing surface.
8. Apply a minimum of two (2) coats of Acrytech color coating, or an approved equivalent, to all playing surfaces.
9. Court and out-of-bounds colors shall be selected by the Wilkes County School District based upon recommendations provided by the Contractor.

Court Striping, Equipment, and Windscreens

10. Stripe all courts for four (4) regulation Tennis Courts in accordance with current USTA standards and dimensions.
11. Apply a minimum of two (2) coats of white line paint to all court markings.
12. Prepare and paint all existing tennis net posts and related court hardware.
13. Furnish and install new Commercial-grade tennis nets and new center straps meeting USTA standards on all four (4) courts.
14. Remove and properly dispose of all existing tennis court windscreens.

15. Furnish and install new windscreens on all existing fencing surrounding the Tennis Courts. Windscreens shall be commercial-grade, UV-resistant, and designed specifically for tennis court applications. The color and style of the windscreens shall be approved by the Wilkes County School District prior to installation.
16. All windscreens shall be securely fastened in accordance with the manufacturer's recommendations and industry standards.
17. Final court, out-of-bounds, and windscreen colors shall be approved by the System prior to material ordering.

Warranty Requirements

18. The Cushion Guard surfacing system, or approved equivalent, shall carry a minimum ten (10) year manufacturer's warranty against defects in materials and workmanship.
19. The Contractor shall provide all warranty documentation to the System upon project completion.
20. The Contractor shall warrant all workmanship for a minimum period of one (1) year from the date of final acceptance by the System.

The Contractor shall be responsible for maintaining a clean and safe work site throughout the project and shall remove all debris, excess materials, and equipment upon completion of the work.

EQUIPMENT REQUIREMENTS

The Contractor shall furnish and maintain all labor, tools, equipment, materials, and supplies necessary to complete the Tennis Court Repair, Resurfacing, and Playing Surface Installation Project in a safe, professional, and timely manner. All equipment utilized for the project shall be commercial-grade, properly maintained, and specifically designed for tennis court preparation, repair, resurfacing, striping, and related installation activities.

The Contractor shall ensure that all equipment and materials are in good working condition and comply with all applicable federal, state, and local safety requirements. The Contractor shall be responsible for providing sufficient equipment and personnel to complete the project within the established project schedule and by the required completion date.

The Wilkes County School District reserves the right to inspect any equipment, materials, or installation methods used on the project to verify compliance with the specifications and quality standards outlined in this Request for Proposals.

REQUIRED FORMS AND AFFIDAVITS

- Proposal Pricing Cover Sheets
- Contractor Information Form
- Mandatory Question Form
- Preliminary Project Schedule showing anticipated start date, major milestones, and completion date
- Manufacturer Product Data Sheets
- Vendor Affidavit
- Certificate of Insurance
- Non-Collusion Affidavit
- Certificate of Non-Discrimination

NON-DISCRIMINATION

The Wilkes County Board of Education does not discriminate in employment or contracting practices on the basis of race, color, national origin, sex, disability, or age.

SELECTION CRITERIA AND RATING SHEET

Proposals will be evaluated using a best-value methodology. The Wilkes County Board of Education will consider both cost and non-cost factors to determine the proposal that is most advantageous to the School System.

Evaluation will be conducted by an evaluation committee. Each proposal will be independently reviewed and scored using the criteria and weighting outlined below. The School System reserves the right to request clarifications, conduct interviews, inspect completed projects, and verify references prior to award.

The System may make such investigations as deemed necessary to determine the ability of the Contractor to perform the work outlined in this RFP. If requested, the Contractor shall provide all information necessary for the System to evaluate qualifications, financial stability, experience, and ability to successfully complete the project. The System reserves the right to reject any proposal if the evidence submitted by or derived from such investigation fails to satisfy the System that the Contractor is properly qualified to complete the work specified in this RFP.

A. Evaluation Weighting

- **Total Proposal Cost:** 30%
- **Technical Merit:** 70%

B. Technical Merit Breakdown (70%)

Technical Criteria	Weight	Rating (1–5)	Weighted Score
Experience with Tennis Court Repair, Resurfacing, and Cushion Court Installations	30%		
Quality of Proposed Materials, Surfacing System, and Warranty Coverage	15%		
References from Comparable Projects	15%		
Project Schedule and Ability to Complete Work by October 30, 2026	10%		
Company Qualifications and Financial Stability	5%		
Total Technical Merit Score	75%		

C. Cost Evaluation (30%)

Cost Criteria	Weight	Rating / Score
Total Lump-Sum Project Cost	25%	

D. Total Evaluation Score

Category	Maximum Percentage	Score
Technical Merit	75%	
Cost	25%	
Total Combined Score	100%	

E. Rating Scale

Each evaluation factor will be rated using the following scale:

Rating	Description
1	Does Not Meet Expectations
2	Partially Meets Expectations
3	Meets Expectations
4	Exceeds Expectations
5	Greatly Exceeds Expectations

Please include this cover sheet as (page 1) of your proposal BID FORM

To: Wilkes County School District
Elizabeth Bohler, Director of School Operations

I have received and reviewed bid documents, dated June 22, 2026 and titled: Bid Package:
Tennis Court Repair, Resurfacing, and Playing Surface Installation Project for Wilkes
County School District

I have examined the RFP documents, project specifications, and existing site conditions and
hereby submit the following proposal.

In submitting this bid, I agree:

1. To hold my bid open until 90 days after bid date.
2. To accept and comply all provisions of the **Tennis Court Repair, Resurfacing, and Playing Surface Installation Project** RFP
3. To execute a contract and provide all required documentation if awarded the project.
4. To complete all work in accordance with the contract documents and project specifications.
5. To substantially complete the project no later than October 30, 2026, unless otherwise approved in writing by the Wilkes County School District.

Lump-Sum Project Price

_____ (Company Name) agrees to provide all labor,
materials, equipment, supervision, permits, and services necessary to complete the Tennis Court
Repair, Resurfacing, and Playing Surface Installation Project as specified in the RFP for the
following lump-sum price:

\$ _____

Written Amount:

_____ Dollars

Please include this cover sheet as (page 2) of your proposal BID FORM

Optional Change Order Rates

The following rates shall apply only to work authorized by the System through a written change order and are not included in the lump-sum project price above:

Labor Rate: \$_____ per hour

Equipment Rate: \$_____ per hour

Project Supervisor Rate: \$_____ per hour

The Director of School Operations will approve all additional work to be performed.

Date: _____ By: _____

Company: _____ Print Name: _____

Address: _____ Title: _____

Contractor General Information

Owner of the Company _____

Location address of the Company _____

List the number of years in business _____

Is your business full or part-time? _____

List the number of people employed on a regular basis _____

Do you maintain an office that is staffed during normal daily working hours?

List the name of the contact person, email and phone number(s) in the event your firm is awarded the Contract

Name, Cell Phone, and Email of Main Company Contact (during business hours)

Name, Cell Phone, and Email of Main Company Contact (outside business hours)

Mandatory Contractor Questions – page 1 of 2

Provide a minimum of three (3) references for tennis court repair, resurfacing, or similar athletic court projects completed within the last five (5) years. Include the project owner, contact person, telephone number, email address, project description, and project completion date. References may be submitted on a separate sheet.

Has a representative of your company inspected the existing tennis courts and project site? Based on your review of the site conditions and project specifications, can your company complete all work described in this RFP by October 30, 2026? Please describe any factors that may impact your proposed schedule.

Mandatory Contractor Questions – page 2 of 2

Identify the individual who will serve as the Project Manager for this project. Describe how the project will be supervised, including communication procedures, quality control measures, and coordination with the Wilkes County School District throughout the duration of the project.

Describe the surfacing system, crack repair methods, coatings, windscreens, nets, and other materials proposed for this project. Include manufacturer information, product specifications, and warranty information. Describe all manufacturer and workmanship warranties that will be provided for this project. Include warranty terms, coverage periods, and procedures for addressing warranty claims.

**Georgia Security and Immigration Compliance Act:
E-Verify and SAVE Program Overview
[OCGA § 13-10-91]**

Pursuant to the “Georgia Security and Immigration Compliance Act”, the Wilkes County School District is required to have all of its contractors register and participate in the federal work authorization program to verify information of all new employees.

If your company employs more than one person, please complete the attached Affidavit

Or

If you are a sole proprietor, you may either complete the attached Affidavit or submit a copy of your Georgia Drivers’ License as acceptable proof of citizenship and return to:

Wilkes County School District
Finance Director
313-A North Alexander Ave
Washington GA 30673

VENDOR AFFIDAVIT

By executing this affidavit, the undersigned vendor verifies its compliance with O.C.G.A. § 13-10-91(b)(1), stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of Wilkes County Board of Education has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned vendor will continue to use the federal work authorization program throughout the contract period and the undersigned vendor will contract for the physical performance of services in satisfaction of such contract only with sub vendors who present an affidavit to the vendor with the information required by O.C.G.A. § 13-10-91(b). Vendor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

E-verify Number (4 to 6 digit number) _____

Date of Authorization _____

Name and Address of Vendor

Wilkes County Board of Education

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, ___, 20___ in _____ (city), _____ (state).

_____ Signature of Authorized Officer or Agent

_____ Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME

ON THIS THE _____ DAY OF _____, 20___.

NOTARY PUBLIC

My Commission Expires: _____

CERTIFICATE OF NON-DISCRIMINATION

In connection with the performance of work under this contract, the contractor agrees as follows: The contractor agrees not to discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin or ancestry. The vendor shall take affirmative action to insure that employees are treated without regard to their race, creed, color, sex, national origin or ancestry. 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 the contractor is not in compliance with this non-discrimination clause, the contract may be cancelled or terminated by the Owner. The Owner may declare the contractor, ineligible for further contracts with the Owner until satisfactory proof of intent to comply shall be made by the vendor.

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

Contractor – Print Name

Signature

Date

NON-COLLUSION AFFIDAVIT

The following affidavit is to accompany the proposal:

STATE OF _____

COUNTY OF _____

Owner, Partner or Officer of Firm

Company Name, Address, City and State

Being of lawful age, being first duly sworn, on oath says, that he/she is the agent authorized by the contractor to submit the attached proposal. Affiant further states as contractor, that they have not been a party to any collusion among contractors in restraint or competition by agreement to proposal at a fixed price or to refrain from bidding; or with any office of the Owner or any of their employees as to quantity, quality or price in the prospective contract; or any discussion between contractors and any employee of the Owner concerning exchange of money or other things of value for special consideration in submitting a sealed proposal for:

FIRM NAME _____

SIGNATURE _____

TITLE _____

Subscribed and sworn to before me this ____ day of _____, 20__.

NOTARY PUBLIC
