

Request for Proposal

Playground Road Tennis Complex:
Resurfacing of Courts 4–11

St. Andrew's Parish Parks & Playground Commission
1095 Playground Road
Charleston, South Carolina

St. Andrew's Parish Parks & Playground Commission
Bid Deadline: **Friday, September 18, 2026, at 11:00 a.m. ET**



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1. Confidentiality Statement

This Request for Proposal (RFP), including any attachments or related information provided by St. Andrew's Parish Parks & Playground Commission (STAPPC), is intended for use by prospective bidders for the limited purpose of preparing a proposal for the work described herein. Bidders shall not use the information for any unrelated purpose or distribute it except as necessary to prepare a responsive proposal.

Public records disclosure requirements may apply to proposals submitted to STAPPC. Bidders should clearly identify any limited portions of their proposal that they believe contain confidential, proprietary, or trade secret information. STAPPC cannot guarantee that all information marked confidential will be exempt from disclosure under applicable law.

Questions regarding this RFP should be directed to RFP@standrewsparks.com with the subject line '**Resurfacing of Courts 4–11.**'

2. Submission Details

Mandatory Joint Pre-Bid Conference and Site Visit

All prospective bidders must attend the joint pre-bid conference and site visit before submitting a proposal. The meeting will allow bidders to inspect the existing Courts 4–11 surfaces, confirm access and staging constraints, review the relationship among the Site Work, Courts 1–3 Reconstruction, and Courts 4–11 Resurfacing scopes, and ask questions necessary to prepare a complete proposal.

Mandatory Joint Pre-Bid Conference and Site Visit:

Monday, August 17, 2026, at 10:00 a.m. ET

Location: 1095 Playground Road, Charleston, SC 29407.

Bidders are responsible for taking their own measurements and verifying all existing conditions.

All prospective bidders must attend the Mandatory Joint Pre-Bid Conference and Site Visit. Attendance will be documented by STAPPC. A proposal submitted by a bidder that did not have an authorized representative attend the mandatory meeting will be deemed non-responsive.

For questions regarding the pre-bid meeting, contact:

Susan Klugman | Executive Director | 843-763-4360 | RFP@standrewsparks.com

Site Visits (Optional, By Appointment Only)

Optional site visits may be scheduled by appointment between August 18–21, 2026.

- Cutoff: All site visits must be completed no later than Friday, August 21, 2026, at 3:00 p.m. ET
- Scheduling & Questions: Contact Susan Klugman, Executive Director at 843-763-4360 or RFP@standrewsparks.com
- Any clarifications arising from site visits will be documented and, if material, incorporated into an addendum.

Deadline for Bidder Questions

The deadline for Bidder questions is:

Monday, August 24, 2026, at 3:00 p.m. ET

Accessibility & Accommodations

Bidders needing accommodations for the conference or site visits should notify STAPPC in writing at RFP@standrewsparks.com at least 48 hours in advance.

Submission Deadlines

Proposals may be submitted electronically or by hard-copy delivery. All proposal materials must be received by the submission deadline. Electronic submissions must comply with the requirements below, and any required original bid bond or other hard-copy security must also be received by STAPPC by the deadline unless STAPPC provides written permission otherwise.

The submission deadline for this RFP is:

Friday, September 18, 2026, at 11:00 a.m. ET

Late submissions will be considered non-responsive and will not be evaluated.

Delivery Submission Address

The delivery address to be used for all submissions is:

St. Andrew's Parks & Playground Commission
Attn: Tennis Complex Resurfacing of Courts 4–11
1095 Playground Road
Charleston, SC 29407

Submission Questions and Clarifications

For all questions or clarifications regarding this RFP, please contact:

Susan Klugman
Executive Director
Tel: 843-763-4360
Email: RFP@standrewsparks.com

Electronic Submissions

Electronic submissions must be emailed to RFP@standrewsparks.com as one PDF file with the subject line "Tennis Complex Resurfacing of Courts 4–11." A scanned copy of the bid bond shall be included in the PDF, and the original bid bond must be delivered to STAPPC by the submission deadline unless STAPPC authorizes another form of security in writing.

General Proposal Conditions

Bidders must submit one (1) original and three (3) copies of their proposal if submitting in hard copy.

All proposals must be signed by an authorized representative of the Bidder. Unsigned proposals will be deemed non-responsive.

Proposals must follow the order and format outlined in this RFP and include all required forms, certifications, and attachments.

A bidder responding to more than one Tennis Complex RFP must submit a separate, complete proposal and separate pricing for each RFP. Cross-references may be used for common qualifications, but each proposal must stand on its own and clearly identify the scope and price offered under that RFP.

Proposals may be withdrawn or modified by written notice prior to the submission deadline but may not be withdrawn or altered after the deadline.

By submitting a proposal, the Bidder agrees that its submission shall remain valid for ninety (90) days from the deadline.

A bidder submitting the Voluntary Alternate: Turnkey Project Delivery under the Site Work RFP is not required to duplicate the turnkey alternate in this proposal package.

However, a bidder seeking direct consideration for a separate award of the Courts 4–11 Resurfacing scope must submit a complete and responsive proposal under this RFP.

The Commission reserves the right to reject any or all proposals, waive informalities, and accept the proposal deemed most advantageous to the Commission.

3. Introduction and Executive Summary

St. Andrew’s Parish Parks & Playground Commission (“STAPPC” or the “Commission”) is soliciting proposals from qualified tennis court resurfacing contractors for the repair, preparation, and resurfacing of eight existing tennis courts, identified as Courts 4–11, at the St. Andrew’s Tennis Complex located at 1095 Playground Road, Charleston, South Carolina.

This project is part of STAPPC’s broader Tennis Complex improvement plan. The scope of this RFP is focused on extending the useful life of Courts 4–11 and restoring safe, durable, and playable court surfaces through cleaning and preparation, crack and surface repair, low-spot correction, treatment of organic growth and moisture-related surface conditions, installation of an acrylic resurfacing system, playing lines, and related tennis equipment work.

The Commission has authorized the use of up to \$1,000,000 from unassigned fund balance for the overall Tennis Complex improvement project, subject to applicable procurement requirements. The cost of resurfacing Courts 4–11 will depend on existing surface and pavement conditions, crack quantity and severity, low areas, coating failure, moisture-related conditions, selected repair methods, proposed acrylic system, tennis equipment needs, and coordination with the separate Site Work and Courts 1–3 Reconstruction contracts.

For that reason, STAPPC is not establishing a hard cost cap for this resurfacing scope. Bidders are expected to submit proposals reflecting their professional assessment of the work necessary to provide durable, maintainable, and warrantable playing surfaces. Proposals shall clearly distinguish the base resurfacing scope from alternates, allowances, unit-priced work, exclusions, owner responsibilities, and work assigned to other contractors. STAPPC reserves the right to reject any or all proposals, negotiate scope where appropriate, and award the work based on best overall value and available project funding.

STAPPC has issued separate RFPs for common and off-court site work and for reconstruction of Courts 1–3. The Contractor selected under this Resurfacing RFP will be expected to coordinate with STAPPC, its project representatives, the Site Work contractor, the Courts 1–3 Reconstruction contractor, and any fencing, utility, testing, or design professionals involved in the broader project. Coordination shall include sequencing, construction access, drainage and grade interfaces, protection of completed work, surface-color consistency, and efficient project completion.

Although STAPPC anticipates evaluating the three Tennis Complex scopes separately, the Site Work RFP permits a bidder to submit an optional Voluntary Alternate: Turnkey Project Delivery covering the Site Work, Courts 1–3 Reconstruction, and Courts 4–11 Resurfacing scopes. This Resurfacing RFP governs the technical requirements applicable to Courts 4–11 whether the resurfacing work is awarded separately or incorporated into an approved turnkey award.

STAPPC’s preference is to minimize operational disruption and, where practicable, coordinate resurfacing concurrently with the broader Tennis Complex improvement effort. Bidders shall clearly identify prerequisites to resurfacing, weather and cure-time limitations, proposed phasing or court closures, and any work that must be completed under another contract before surfacing can begin. STAPPC reserves the right to coordinate the timing, sequencing, and implementation of the related contracts in the manner determined to be in the best interest of the Commission.

4. Business Overview & Background

St. Andrew’s Parish Parks & Playground Commission (“STAPPC” or the “Commission”) was created by the General Assembly of the State of South Carolina in 1945. The Commission operates public recreation facilities and programs serving the West Ashley and greater Charleston community. The Playground Road campus includes administrative offices and an outdoor Tennis Complex consisting of eleven public-use tennis courts.

On average, the Tennis Complex hosts approximately 12,000 participant visits annually, making it one of the most active public tennis complexes in the Charleston region. The courts serve youth and adult instructional programs, summer camps, after-school programs, league play, sanctioned events, tournaments, and drop-in recreation. The Commission places a strong emphasis on affordability and accessibility so community members of all ages and abilities can participate in safe, welcoming, and high-quality recreational opportunities.

Courts 4–11 are heavily used and are central to the Commission’s public tennis programming. Existing conditions include cracking, low areas, organic growth, coating deterioration, surface irregularities, and age-related wear that affect safety, playability, appearance, and long-term performance. The resurfacing project is intended to correct repairable surface conditions, renew the acrylic playing system, improve the player experience, and extend the service life of the courts.

This resurfacing project is one component of a broader Tennis Complex improvement effort that includes common and off-court site work and reconstruction of Courts 1–3. The selected Contractor will be expected to coordinate its work so Courts 4–11 are compatible with related drainage, access, fencing, utility, and court improvements and so the completed facility presents a consistent appearance and playing environment to the extent practicable.

5. Bidder Qualifications

To be considered for award, each Bidder must demonstrate the experience, licensing, staffing, equipment, technical knowledge, and financial capacity necessary to repair and resurface heavily used public tennis courts of similar size and complexity.

Relevant Experience

The Bidder shall have successfully completed at least three outdoor tennis court resurfacing projects of similar size and scope within the past five years. Comparable experience should include surface preparation, crack repair, low-spot correction, acrylic resurfacing systems, line striping, and coordination in an active public-use or institutional setting.

At least one comparable project shall have been completed for a public or institutional owner, such as a municipality, school district, parks and recreation agency, special purpose district, college, or other public facility. Experience with humid coastal conditions, recurring cracking, moisture-related surface conditions, and occupied recreational sites is preferred.

Licensing and Certification

The Bidder shall possess all state and local licenses required to perform the proposed work in South Carolina. Copies of current licenses shall be submitted with the proposal. Any design, electrical, plumbing, fencing, paving, concrete, or other specialty work included in the proposal shall be performed by appropriately licensed personnel or subcontractors when required.

If the proposer intends to use subcontractors for any portion of the work, the proposer shall identify those subcontractors by trade and proposed scope of work. The proposer shall confirm that all subcontractors are properly licensed, insured, and qualified to perform their assigned work.

References

The Bidder shall provide at least three references for comparable outdoor tennis court resurfacing projects completed within the past five years. Each reference shall include the project name, location, number of courts, general scope, completion date, owner contact name, phone number, and email address.

References should demonstrate successful surface performance, workmanship, schedule management, public-site coordination, warranty response, and project closeout. At least one reference shall be from a public or institutional owner.

Staffing and Equipment

The Bidder shall demonstrate that it has qualified personnel, specialized court-preparation and coating equipment, and sufficient capacity to complete the work within the proposed schedule. The proposal shall identify the project manager, site supervisor or lead field representative, surfacing crew lead, and proposed specialty subcontractors.

The Bidder should identify equipment and methods expected to be used for cleaning, pressure washing, scraping, grinding or sanding, crack preparation, patching, leveling, water testing, coating application, line installation, and material handling.

Financial Capacity

Each bidder shall submit a letter from an authorized surety confirming the bidder's ability to provide Performance and Payment Bonds, each equal to one hundred percent (100%) of the anticipated awarded contract value. If the bidder seeks award of additive alternates, the letter shall demonstrate bonding capacity sufficient for the highest aggregate amount for which the bidder seeks award.

Specialized Tennis Court Resurfacing Knowledge

The Bidder shall demonstrate familiarity with tennis court surface evaluation, coating adhesion, crack-treatment options, birdbath correction, patching and leveling, moisture and efflorescence conditions, acrylic resurfacing systems, silica and texture control, playing-line installation, cure times, weather limitations, and warranty considerations for outdoor courts in a humid coastal environment.

The Bidder should also demonstrate the ability to coordinate with STAPPC, civil/site contractors, tennis court construction contractors, fencing contractors, manufacturers,

testing providers, and other parties performing related work at an active public recreation facility.

6. Proposal Requirements

Each proposal shall include sufficient detail for STAPPC to evaluate the Bidder's qualifications, proposed repair and resurfacing system, project approach, schedule, pricing, warranty, and ability to coordinate with the related Tennis Complex contracts.

At a minimum, proposals shall include the following:

Project Understanding, Approach, and Scope of Work

A written understanding of the project and a detailed description of the Bidder's proposed approach to evaluating, preparing, repairing, and resurfacing Courts 4–11. The description shall address cleaning, removal of loose or failing coatings, crack repair, patching and leveling, low-spot correction, organic growth and moisture-related conditions, acrylic resurfacer and color coats, curing, playing lines, tennis equipment, quality control, and closeout.

The proposal shall identify one recommended base resurfacing system, including the manufacturer, products, number of coats, application method, coverage rates, texture, colors, cure requirements, expected service life, and warranty. Any cushion system, manufactured crack-repair system, specialty coating, or alternative system shall be separately described and priced.

The proposal shall clearly distinguish the base scope from alternates, allowances, unit-priced work, exclusions, owner responsibilities, and work to be performed by others. The Bidder shall provide a scope and responsibility matrix identifying the limits of its work and the required interfaces with the Site Work contractor and Courts 1–3 reconstruction contractor.

Existing Condition Assessment

The proposal shall include the Bidder's assessment of visible court conditions observed during the mandatory site visit, including cracking, coating failure, low areas, surface irregularities, organic growth, moisture or efflorescence, apparent pavement or base distress, net-system conditions, and any condition that may affect adhesion, durability, drainage, warranty, or playability.

The Bidder shall identify conditions it considers repairable within the base resurfacing scope, conditions addressed by an alternate or unit price, and conditions that may

require structural pavement, base, drainage, or site work by others before resurfacing can proceed.

Project Timeline

A detailed project timeline identifying milestones for submittals, product and color approval, mobilization, cleaning, surface preparation, crack and patch repairs, water testing, low-spot correction, curing, resurfacer and color-coat applications, playing lines, tennis equipment, final inspection, and closeout.

The timeline shall identify anticipated court and facility closures, proposed phasing, weather and surface-moisture limitations, minimum temperatures, cure times, material lead times, prerequisites to be completed by the Site Work or Courts 1–3 contractor, and any other condition affecting the completion dates.

Itemized Cost Proposal

An itemized cost proposal showing labor, materials, equipment, mobilization, cleaning, surface preparation, removal of failing coatings, standard crack repair, patching, leveling, low-spot correction, acrylic resurfacing, color coating, line striping, tennis equipment work, testing, disposal, permits if applicable, bonds, supervision, cleanup, and all other work included in the proposed base scope.

Recommended alternates, allowances, contingency recommendations, and unit prices shall be listed separately. Unit prices should be provided for specialty or manufactured crack-repair systems, crack repair by linear foot where appropriate, additional patching or leveling by unit of measure, pavement repair, net-post or sleeve replacement, nets and hardware, blended youth lines, cushion systems, fencing or gate adjustments, and other reasonably foreseeable variable work.

Warranty Information

Warranty information for the proposed resurfacing system and all repair work included in the approved scope, including surface preparation, crack repair, patching and leveling, acrylic coatings, line striping, and tennis equipment or hardware work, as applicable.

Warranty information shall identify the warranty period, covered work, exclusions, maintenance requirements, claim procedures, and any existing pavement, base, subsurface drainage, groundwater, tree-root, or third-party condition that may limit coverage. The Bidder shall clearly identify any repair method or condition for which no warranty is offered.

Design, Engineering, Testing, Manufacturer Review, and Permitting

The Bidder shall clearly state whether its proposal includes pavement or drainage evaluation, moisture testing, adhesion testing, manufacturer technical review or inspection, engineering, survey work if applicable, permit drawings, permit applications, inspection support, and record documentation.

The proposal shall identify the responsible professional, manufacturer representative, testing provider, or subcontractor; applicable qualifications or license information; proposed deliverables; fees; schedule; and any limitations on those services.

Any excluded professional services, testing, permits, approvals, manufacturer reviews, or owner-furnished information shall be specifically identified, together with the information or decisions STAPPC must provide before work can begin.

Staffing Plan and Project Contact

A proposed staffing plan identifying the project manager, site supervisor or lead field representative, surfacing crew lead, and all proposed subcontractors by trade and scope.

The proposal shall include the project manager's name, phone number, email address, and role during the project.

Safety, Access, and Staging Plan

A safety, access, and staging plan describing how the Contractor will secure Courts 4–11 and adjacent work areas, protect the public and workers, maintain emergency and pedestrian access, control deliveries and equipment movement, store coatings and materials, manage pressure-washing runoff and debris, and coordinate partial or full Tennis Complex closures.

If portions of the Tennis Complex remain open during construction, the proposal must explain how temporary fencing, barricades, signage, equipment storage, material handling, odor or coating exposure, and work zones will be managed to protect participants, staff, visitors, adjacent courts, and completed work.

Coordination with Related Work

A description of the coordination required with STAPPC, the Site Work contractor, the Courts 1–3 reconstruction contractor, and any fencing, utility, drainage, testing, or specialty contractors. The Bidder shall identify prerequisites, access and staging conflicts, drainage or grade conditions affecting resurfacing, protection responsibilities, and any work that must be completed by others before surface preparation or coating begins.

Material and Product Information

The proposal shall include manufacturer data, product names, system descriptions, application rates, texture information, expected service life, compatibility statements, safety data as requested, and warranty information for all proposed cleaning, repair, leveling, resurfacing, color-coating, line-paint, and tennis-equipment materials. Color charts and product literature shall be submitted with the proposal; physical samples may be requested during evaluation or before final product selection.

7. Detailed Specifications / Scope of Work

Project Overview

The selected Contractor shall provide all labor, supervision, equipment, materials, construction means and methods, manufacturer coordination, and incidentals necessary to repair, prepare, and resurface Courts 4–11. The completed work shall provide eight clean, safe, durable, uniformly finished, and fully playable tennis courts suitable for public recreation, instruction, league play, youth tennis, and community use.

The base resurfacing scope is intended to include the following work on Courts 4–11, with any exceptions clearly identified in the proposal:

- Field verification and documentation of existing surface, pavement, drainage, fencing, access, and tennis-equipment conditions affecting the resurfacing work.
- Cleaning and preparation of the entire court surfaces, including removal of dirt, mildew, contaminants, loose coatings, and other materials that may impair repair or coating adhesion.
- Repair of standard cracks and surface defects using manufacturer-approved materials and methods compatible with the proposed resurfacing system.
- Water testing, patching, and leveling of qualifying low areas and birdbaths within the repairable surface scope.
- Treatment of organic growth, efflorescence, mineral deposits, and moisture-related surface conditions that can be reasonably corrected within a resurfacing project.
- Installation of the approved acrylic resurfacer, color-coating, and line system in accordance with manufacturer requirements and applicable USTA/ASBA guidance.
- Inspection, adjustment, repair, or replacement of tennis net systems and directly related court hardware included in the approved scope.
- Quality-control documentation, final cleaning, punch-list completion, and delivery of Courts 4–11 in fully cured playable condition.

The Contractor shall identify any condition that may require work beyond the base resurfacing scope, including structural pavement failure, widespread delamination, base deterioration, groundwater intrusion, subsurface drainage failure, tree-root damage, settlement, or other conditions that cannot be reliably corrected through surface repair and acrylic resurfacing alone.

Scope Boundaries and Coordination with Separate RFPs

STAPPC has issued separate RFPs for common and off-court site work, reconstruction of Courts 1–3, and Resurfacing of Courts 4–11. STAPPC may award one or more contracts, reject any or all proposals, negotiate scope, accept alternates, or combine portions of related scopes in the manner determined to be in the best interest of the Commission.

The base Courts 4–11 resurfacing scope is intended to cover surface evaluation, cleaning and preparation, standard crack and surface repair, patching and leveling, low-spot correction, acrylic coatings, playing lines, and related tennis hardware on those courts. The separate Site Work contract is intended to cover common and off-court civil improvements, including site-wide or perimeter drainage, utility rough-ins, ADA access routes, common grading and tie-ins, erosion and sediment control, and restoration. The Courts 1–3 contract covers reconstruction within that separate court footprint.

Major pavement replacement, structural base repair, subsurface drainage work within Courts 4–11, full fencing replacement, utility work, and broader access improvements are not included in the base resurfacing scope unless expressly identified and priced in the proposal and accepted by STAPPC. Any proposed overlap with another RFP shall be separately identified to avoid duplicate scope.

The resurfacing Contractor shall coordinate court closures, construction access, drainage and grade interfaces, fence and gate access, net-system work, protection of completed site improvements, and final acrylic colors and texture with STAPPC and the other contractors. The Contractor shall not begin coatings on an affected area until prerequisites and potentially damaging adjacent work have been completed or otherwise approved by STAPPC.

If STAPPC accepts a Voluntary Alternate: Turnkey Project Delivery submitted under the Site Work RFP, the prime contractor shall remain responsible for complying with all technical, qualification, warranty, inspection, documentation, and closeout requirements contained in this Resurfacing RFP.

Coordination, Inspection, and Handoff

Before surface preparation or coating application begins, the Resurfacing Contractor shall participate in a joint inspection with STAPPC and, as applicable, the Site Work Contractor and Courts 1–3 Reconstruction Contractor. The parties shall document:

- Completion of prerequisite site, drainage, access, fencing, or adjacent construction work;
- Existing court-surface, pavement, drainage, and moisture conditions;
- Court closures, construction access, staging, and material-storage conditions;
- Fence, gate, net-system, and court-hardware conditions;
- Adjacent improvements and completed work requiring protection;
- Conditions requiring structural pavement, base, drainage, or other corrective work outside the resurfacing scope; and
- Outstanding deficiencies or incomplete work.

The Resurfacing Contractor shall promptly identify any visible condition, incomplete work, drainage issue, moisture condition, surface defect, or other condition that could affect coating adhesion, appearance, performance, playability, or warranty before accepting the work area and proceeding.

Other contractors shall remain responsible for deficiencies in their respective work. Acceptance of an area by the Resurfacing Contractor does not transfer responsibility for concealed defects or work that does not conform to another contractor's approved scope.

The Resurfacing Contractor shall be responsible for determining that the prepared substrate is suitable for the approved repair and coating system and for the compatibility, application, performance, and warranty of the complete resurfacing system included in its approved scope.

General Requirements

- Perform all work in accordance with the approved proposal, final contract, manufacturer requirements, applicable laws and codes, USTA/ASBA guidance, and accepted tennis court resurfacing practices.
- Verify field dimensions, elevations, drainage patterns, crack conditions, low areas, court orientation, utility locations, fence and gate conditions, tennis-equipment conditions, and access constraints affecting the work.
- Protect adjacent courts, buildings, pavement, landscaping, utilities, irrigation, trees, fences, gates, signage, spectator areas, and other facilities not authorized for disturbance.
- Maintain safe ingress and egress for staff, participants, pedestrians, emergency access, and facility operations as directed by STAPPC.

- Keep the site clean and organized, control runoff and debris, protect completed work, and restore areas disturbed by the Contractor.
- Immediately notify STAPPC in writing of unforeseen conditions that may affect scope, cost, schedule, safety, coating compatibility, warranty, adhesion, drainage, or long-term performance.
- Do not substitute materials, alter the approved coating system, change colors, or deviate from approved repair methods without prior written approval from STAPPC.

Existing Court Evaluation and Preconstruction Documentation

Before beginning repairs, the Contractor shall inspect and document Courts 4–11, including visible cracks, surface defects, coating failure, low areas, ponding, organic growth, moisture or efflorescence, apparent pavement or base distress, net-post and sleeve conditions, and fence or gate conditions affecting the work. Photographs or a marked court diagram shall be provided to STAPPC identifying significant conditions and proposed repair categories.

The Contractor shall promptly identify conditions that may not be suitable for routine resurfacing or that may limit warranty coverage. No major structural, pavement, drainage, or base work shall proceed without written direction or an approved change order.

Surface Cleaning and Preparation

The Contractor shall clean and prepare the entire surface of Courts 4–11 to provide a sound, dry, and properly bonded substrate for repairs and acrylic coatings.

Preparation shall include scraping, sanding or grinding where appropriate, pressure washing, and other manufacturer-approved methods necessary to remove dirt, stains, debris, mildew, loose or flaking coatings, and contaminants that may affect adhesion.

Deteriorated or poorly bonded surfacing materials shall be removed to a stable edge or substrate. Cleaning methods, pressure, chemicals, and equipment shall not damage the underlying pavement, adjacent facilities, landscaping, drainage systems, or work by others. Wash water, coating residue, and debris shall be contained and disposed of appropriately.

Prepared surfaces shall be allowed to dry and shall meet the coating manufacturer's moisture, temperature, cleanliness, and cure requirements before repair or coating materials are applied.

Crack and Surface Repair

The Contractor shall identify, prepare, clean, fill, patch, feather, and sand cracks and surface defects as necessary to create a stable and smooth playing surface. Standard cracks shall be repaired with acrylic patch binder or other manufacturer-approved tennis court repair materials and methods compatible with the proposed coating system.

The proposal shall describe the standard crack-repair method included in the base price and shall identify any cracks or crack categories that require a manufactured crack-repair system, membrane, reinforcement, pavement repair, or other specialty method. Specialty repair quantities shall be estimated and separately priced by linear foot or another clearly stated unit where appropriate.

Repairs shall be flush, smooth, properly cured, and feathered so finished patches do not create ridges, depressions, abrupt texture changes, trip hazards, or visible defects inconsistent with a professionally resurfaced court. The Contractor shall state whether repaired cracks are covered by warranty and the limitations of that coverage.

Low-Spot and Birdbath Correction

Before final resurfacing, the Contractor shall perform water-flood testing of the court surfaces under suitable drying conditions. Water shall be allowed to drain for sixty (60) minutes. Areas retaining water deeper than 1/16 inch after sixty minutes shall be marked and addressed within the approved repair scope.

Repairable low areas shall be cleaned, primed when required, patched, leveled, feathered, and sanded using acrylic court leveling material or another manufacturer-approved product compatible with the proposed resurfacing system. The Contractor shall repeat testing or otherwise verify that repaired areas meet the accepted drainage and surface criteria before final coating.

Low areas caused by settlement, structural pavement failure, base deterioration, drainage failure, or other conditions beyond surface leveling shall be reported to STAPPC in writing. The Contractor shall identify the recommended corrective action, price, schedule impact, warranty impact, and whether the work is proposed as an alternate, allowance, unit-priced item, or work by others.

Organic Growth, Moisture Conditions, and Efflorescence

The Contractor shall remove mushrooms, vegetation, roots, or other organic matter that has penetrated or disrupted the asphalt or acrylic surface to the extent reasonably accessible within the resurfacing scope. Affected areas shall be cleaned, treated,

patched, leveled, and prepared using methods compatible with the approved coating system.

Visible efflorescence, mineral deposits, mildew, coating failure, or moisture-related surface conditions shall be cleaned and treated using manufacturer-approved methods. The Contractor shall identify any area where subsurface moisture, groundwater, drainage failure, base deterioration, or root intrusion may prevent reliable adhesion or long-term performance.

The Contractor shall not be responsible for designing or constructing major drainage or base improvements unless those items are specifically included in the approved scope. However, the Contractor remains responsible for identifying visible or reasonably discoverable conditions before coating and for not applying materials over a surface that does not meet manufacturer requirements without written direction from STAPPC.

Acrylic Resurfacing System

The Contractor shall provide and install a complete multi-layer acrylic resurfacing system suitable for heavily used outdoor public tennis courts in a humid coastal environment. All products shall be compatible and, unless otherwise approved, shall be supplied or warranted as a coordinated system by the proposed manufacturer.

Each Bidder shall identify and price a specific minimum base coating system, including a fixed number of resurfacer and color coats. Any additional coats that may be recommended or required based on field conditions shall be separately priced as an additive alternate or unit-priced item and shall not be applied without STAPPC's prior written approval.

The base resurfacing system shall include, at a minimum:

- A fixed number of one or two coats of 100% acrylic resurfacer. The Bidder shall state the number of coats included in the base proposal and shall base that selection on visible court conditions, anticipated repair needs, coverage requirements, and manufacturer recommendations.
- A fixed number of two or three coats of 100% acrylic color coating with silica sand or approved texture material. The Bidder shall state the number of coats included in the base proposal. The completed system shall provide a uniform, durable, non-slip playing surface.
- Application by squeegee or another manufacturer-approved method at the published coverage rates and under acceptable temperature, humidity, surface-moisture, and weather conditions.

- Required primers, adhesion promoters, patch binders, leveling compounds, and compatible accessory products necessary for the approved system.
- Full curing between coats and before line installation or public play in accordance with manufacturer requirements.

The proposal shall identify the manufacturer, product names, number of coats, application rates, texture or speed classification if provided, proposed colors, expected useful life, maintenance requirements, and warranty. Final colors and any visible color transitions shall be approved by STAPPC in writing before installation.

A cushioned surfacing system or other enhanced system may be proposed as a separately priced alternate. The alternate shall identify all additional layers, material thickness or application rates, cure requirements, expected performance, maintenance, warranty, and schedule impact.

Playing Lines and Blended Youth Lines

The Contractor shall provide and install regulation tennis playing lines in accordance with the Rules of Tennis and applicable USTA/ASBA guidance. Regulation lines shall be masked, primed or sealed as necessary to prevent bleeding, and applied using 100% acrylic textured line paint. Lines shall be straight, crisp, uniform, and two inches wide unless another dimension is required by the applicable tennis standard.

Spray-applied, fuzzy, irregular, translucent, or poorly bonded lines will not be accepted. Line paint shall be compatible with the approved color-coating system and fully cured before play.

The Contractor shall separately price blended 36-foot and 60-foot youth tennis lines on designated courts. Blended lines shall comply with applicable USTA youth-tennis guidance, be 1.5 inches wide, terminate short of regulation lines as required, and use a color approved by STAPPC that is distinguishable from the court surface but less prominent than regulation playing lines. Blended lines shall be masked and applied using textured acrylic line paint; spray application is not permitted.

Tennis Net Systems and Court Hardware

The Contractor shall inspect the existing net posts, sleeves, anchors, center straps, nets, and related hardware serving Courts 4–11. The proposal shall identify items that can remain, items included for adjustment or refurbishment, and items recommended for replacement.

Replacement net posts, sleeves, anchors, center straps, and nets shall be heavy-duty, outdoor-rated products appropriate for public-use tennis courts. Any work involving

concrete foundations, sleeves, penetrations, pavement repair, or subsurface conditions shall be coordinated with STAPPC and the appropriate court or site contractor and shall be separately priced unless included in the base scope. All net systems shall be installed, adjusted, and delivered in safe and functional condition. Product specifications and warranty information shall be provided for replacement items.

Fencing, Gates, ADA Access, and Related Site Conditions

Full fencing replacement, major gate reconstruction, common or off-court ADA access improvements, site-wide drainage, conduit installation, electrical work, plumbing work, and broader civil improvements are assigned to the separate Site Work contract unless expressly included as an accepted alternate under this RFP.

The Contractor shall identify fence, gate, access, drainage, landscape, or site conditions that may interfere with surface preparation, equipment movement, coating application, court safety, warranty, or public access. Limited fence or gate adjustment directly required to complete the resurfacing may be proposed as a separately priced item.

The Contractor shall coordinate with STAPPC before removing or modifying any fence, gate, post, footing, access component, or adjacent improvement. Any disturbed component shall be restored to an equal or better condition as included in the approved scope.

Material and Product Specifications

The Contractor shall submit product data, manufacturer information, installation requirements, compatibility information, expected service life, and warranty information for all proposed materials and components, including:

- Cleaning and surface-preparation products and methods.
- Crack-repair materials, manufactured crack systems, primers, patch binders, leveling compounds, and pavement-repair materials.
- Acrylic resurfacer, color coatings, silica or texture materials, primers, additives, and line paint.
- Cushion-system or enhanced-surfacing materials if proposed as an alternate.
- Net posts, sleeves, anchors, center straps, nets, and related hardware included in the proposal.
- Fencing, gate, access, drainage, or other related materials included as alternates.

All materials shall be suitable for outdoor public tennis court use in a humid coastal environment and shall be compatible as part of the complete approved repair and resurfacing system.

Alternates, Allowances, and Unit Prices

The Contractor shall separately price recommended work outside the base resurfacing scope, including manufactured or specialty crack-repair systems, extensive pavement patching, structural crack repair, cushion-system upgrades, additional leveling, net-post or sleeve replacement, nets and hardware, blended youth lines, limited fence or gate work, drainage-related corrective work, and any prerequisite work that may otherwise be assigned to the Site Work or Courts 1–3 contractor.

Each alternate, allowance, or unit price shall identify the scope, unit of measure, assumed quantity, included labor and equipment, materials, disposal, overhead and profit, warranty, and schedule impact. The proposal shall clearly distinguish required work from optional enhancements and shall identify any quantity threshold or limitation.

Quality Control, Inspection, and Acceptance

The Contractor shall provide a quality-control plan describing surface-condition verification, moisture and weather checks, repair inspection, product mixing and application controls, coverage-rate documentation, cure verification, water testing, line-layout checks, and final inspection. Manufacturer technical support or inspection shall be identified if included or recommended.

STAPPC may inspect work at any stage and may require correction of surfaces that are dirty, damp, poorly prepared, visibly irregular, improperly textured, inadequately coated, inconsistent in color, poorly striped, or otherwise not in compliance with the approved system. Inspection does not relieve the Contractor of responsibility for the quality and completeness of the work.

Substantial Completion shall be determined in accordance with Section 9, Substantial vs. Final Completion.

Cleanup, Final Inspection, and Closeout

The Contractor shall perform final cleaning and restoration, remove debris, excess materials, equipment, barrels, containers, temporary protections, and waste from the site, and restore areas damaged or disturbed by the Contractor.

The Contractor shall participate in a final walk-through with STAPPC and complete all punch-list items before final acceptance. The completed courts shall be delivered in a clean, safe, fully cured, and playable condition.

Closeout documents shall include warranties, product data, safety or maintenance information, approved color and product records, application and cure documentation available from the Contractor, final inspection records, permit closeout documentation if applicable, lien waivers, and maintenance and cleaning recommendations.

8. Additional Terms and Conditions

Assumptions and Constraints

The Contractor shall make reasonable efforts to meet the approved project schedule and shall promptly notify STAPPC of any weather, shipping, material availability, site condition, manufacturer, or sequencing issue that may affect the schedule. Because resurfacing is highly weather-sensitive, the Contractor shall identify temperature, humidity, surface-moisture, precipitation, wind, drying, and cure-time requirements, along with all other assumptions and scheduling limitations. Compliance with all federal, state, and local requirements is mandatory.

The Contractor shall be responsible for repairing damage caused by the Contractor, its subcontractors, suppliers, or agents to adjacent courts, fencing, walkways, buildings, landscaping, utilities, parking areas, or other STAPPC property.

The Contractor should be aware that portions of the Tennis Complex or surrounding campus may remain in use during construction. The Contractor shall maintain safe ingress and egress for vehicles, pedestrians, participants, staff, and emergency access as directed by STAPPC.

The Bidder must attend the mandatory joint pre-bid conference and site visit. Attendance at an optional follow-up visit does not replace the mandatory meeting requirement.

The Contractor shall verify existing conditions before beginning work and promptly notify STAPPC in writing of unforeseen conditions that may affect scope, schedule, cost, safety, adhesion, warranty, or compatibility with related Tennis Complex work. The Bidder must be acquainted with the nature and location of the project; local conditions affecting labor, deliveries, equipment, utilities, water, power, access, storage, and disposal; the visible condition of the courts and surrounding site; the character of materials likely to be encountered; and the facilities required to perform the work.

The Contractor shall obtain and close out permits, inspections, licenses, or manufacturer approvals included in the approved scope. The proposal shall identify

fees, owner signatures, and approvals that are included or required from STAPPC or others before work can begin.

Coordination with Other Contractors

The Contractor acknowledges that STAPPC may award separate contracts for site work, Reconstruction of Courts 1–3, Resurfacing of Courts 4–11, fencing, utilities, testing, design, or other related Tennis Complex improvements. The Contractor shall coordinate reasonably with STAPPC and all other contractors performing related work to support proper sequencing, access, drainage and grade interfaces, consistent finishes, protection of completed work, and efficient project completion.

The Contractor shall not damage, interfere with, or unreasonably delay work performed by others. Damage caused by the Contractor, its subcontractors, suppliers, or agents to existing facilities or completed work by others shall be repaired at the Contractor's expense unless otherwise approved in writing by STAPPC.

Liquidated Damages

Liquidated damages will not apply unless an amount, applicable milestone, and method of calculation are established by addendum issued before the proposal deadline.

Warranties

The Contractor shall provide all available manufacturer and workmanship warranty documentation for the complete approved resurfacing scope, including surface preparation, standard and specialty crack repair, patching and leveling, acrylic resurfacer and color coatings, line striping, tennis equipment, and fencing or gate work if included.

Warranty information shall identify the warranty period, covered work, exclusions, maintenance requirements, claim procedures, and any existing pavement, base, groundwater, drainage, root, utility, or third-party conditions that may limit coverage. The Contractor remains responsible for coordinating and administering warranties for its subcontractors and suppliers. Unless the final contract states otherwise, warranties shall begin upon Final Completion and written acceptance by STAPPC.

Insurance Requirements

The Contractor shall maintain, at a minimum, the following insurance coverage throughout the term of the contract and for any additional period required below:

- **Commercial General Liability:** \$1,000,000 per occurrence; \$2,000,000 general aggregate; and \$2,000,000 products-completed operations aggregate. The general aggregate shall apply separately to this project.

- **Business Automobile Liability:** \$1,000,000 combined single limit per accident for bodily injury and property damage, covering owned, hired, leased, borrowed, and non-owned vehicles.
- **Workers' Compensation:** Statutory limits as required by South Carolina law.
- **Employer's Liability:** \$500,000 each accident; \$500,000 disease per employee; and \$500,000 disease policy limit.
- **Umbrella or Excess Liability:** \$2,000,000 per occurrence and \$2,000,000 aggregate, applying in excess of the Commercial General Liability, Automobile Liability, and Employer's Liability policies.
- **Professional Liability:** When the approved scope includes engineering, surveying, drainage design, professional calculations, sealed drawings, or other professional services, the responsible professional or firm shall maintain Professional Liability insurance of not less than \$1,000,000 per claim and \$1,000,000 aggregate.
- **Contractor's Pollution Liability:** When the approved scope includes handling, removal, transport, or disposal of contaminated soil, hazardous materials, pollutants, or other regulated substances, the responsible contractor shall maintain Contractor's Pollution Liability insurance of not less than \$1,000,000 per occurrence and \$1,000,000 aggregate.

St. Andrew's Parish Parks & Playground Commission, its Commissioners, officers, employees, and agents shall be named as Additional Insureds on the Commercial General Liability, Automobile Liability, and Umbrella or Excess Liability policies for liability arising from the Contractor's work. Commercial General Liability additional-insured coverage shall apply to both ongoing and completed operations.

The Contractor's insurance shall be primary and noncontributory with respect to insurance or self-insurance maintained by STAPPC. The Commercial General Liability, Automobile Liability, Workers' Compensation, and Umbrella or Excess Liability policies shall include waivers of subrogation in favor of STAPPC when commercially available.

The Contractor shall provide certificates of insurance and copies of required endorsements before contract execution or commencement of work, whichever occurs first. Certificates alone shall not replace required policy endorsements.

Coverage shall be issued by insurers authorized to conduct business in South Carolina and reasonably acceptable to STAPPC. The Contractor shall be responsible for all deductibles and self-insured retentions. Any deductible or self-insured retention exceeding \$25,000 shall be disclosed in the proposal and is subject to STAPPC's approval.

The Contractor shall require all subcontractors to maintain insurance appropriate to their assigned work. Unless STAPPC approves different limits in writing, subcontractors shall maintain the same required coverage and limits applicable to the work they perform. The Contractor remains responsible for verifying subcontractor insurance and for the acts and omissions of its subcontractors.

Professional Liability coverage shall be maintained through completion of the professional services and for at least three years after Final Completion. Commercial General Liability completed-operations coverage shall be maintained for at least three years after Final Completion.

For a turnkey award, these insurance requirements apply to the prime contractor and all subcontractors performing the Site Work, Courts 1–3 Reconstruction, and Courts 4–11 Resurfacing scopes. STAPPC reserves the right to require higher limits or additional coverage by addendum before the proposal deadline if warranted by the final project scope.

OSHA and Safety Compliance

The Contractor shall comply with all applicable federal, state, and local occupational safety and health requirements, including OSHA standards. The Contractor shall maintain a safe worksite, ensure employees are properly trained, provide required protective equipment, and implement appropriate measures for pressure washing, grinding or sanding, crack preparation, patching, coating mixing and application, equipment movement, material storage, public access control, pedestrian protection, and exposure to wet coatings or cleaning products.

Environmental Protection

The Contractor shall be responsible for environmentally safe handling, storage, and disposal of coating containers, cleaning products, removed surfacing materials, wash water, patching materials, construction waste, and regulated or hazardous materials. The Contractor shall implement runoff prevention, spill prevention, dust control, and debris containment so construction by-products do not enter storm drains, adjacent recreational areas, landscaped areas, or natural waterways.

ADA Compliance

Any gate adjustment, court-level access tie-in, threshold, clear opening, or other accessibility component included in the resurfacing scope shall comply with the Americans with Disabilities Act and applicable accessibility standards. Common or off-court ADA routes are assigned to the site work contract unless expressly included here. The Contractor shall identify any access condition that may interfere with the work or prevent a compliant connection.

Conflict of Interest & Non-Collusion Statement

The Bidder shall certify that its proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting another proposal for the same services, and is in all respects fair and without collusion or fraud. The Bidder further certifies that no officer, employee, or agent of the St. Andrew's Parks & Playground Commission has a financial interest, either directly or indirectly, in the proposal or in the services to be provided under the contract. The Bidder agrees that this certification is a material representation of fact and that, if it is determined that the Bidder violated this certification, the Commission may reject the proposal or terminate any resulting contract for default.

Nothing in this certification prohibits a disclosed prime-contractor/subcontractor, joint-venture, supplier, manufacturer, or project-team arrangement permitted by this RFP. All such relationships must be identified in the proposal and may not involve collusive pricing, bid suppression, market allocation, or disclosure of a competing bidder's confidential pricing.

Termination for Cause/Convenience

The Commission reserves the right to terminate the contract, in whole or in part, under the following conditions:

Termination for Cause: If the Contractor fails to perform in accordance with the contract; fails to make progress so as to endanger performance; or otherwise breaches the contract, the Commission may terminate for cause by written notice. The Contractor shall be liable for damages resulting from the default, including additional costs reasonably incurred by the Commission to complete or correct the work.

Termination for Convenience: The Commission may, at its sole discretion and without cause, terminate for convenience upon thirty (30) days' written notice. The Contractor shall be entitled to payment for satisfactory work performed through the effective date of termination but shall not be entitled to lost profits, unearned overhead, or consequential damages.

Force Majeure

Neither the Commission nor the Contractor will be liable or deemed in default for delay or failure in performance caused directly by events beyond the affected party's reasonable control and without its fault or negligence, including natural disasters, hurricanes, floods, fires, earthquakes, pandemics, acts of war or terrorism, labor disruptions, embargoes, or government orders.

The affected party shall provide written notice within five (5) business days after becoming aware of the event, describe the anticipated effect and duration, and make reasonable efforts to reduce delay and resume performance. If a force majeure delay extends more than sixty (60) consecutive days, the Commission may terminate the contract without penalty by written notice.

Retention / Withholding

The Commission does not anticipate withholding retainage. STAPPC may withhold disputed amounts or amounts reasonably necessary to address incomplete or defective work as permitted by the contract.

Final payment, including any amounts properly withheld, will be made only after:

- Completion of all punch-list items;
- Submission of required warranties, maintenance information, closeout documents, application records, and lien waivers;
- Permit and inspection closeout where applicable; and
- Final inspection and written acceptance by the Commission.

The Commission may withhold additional amounts if, in its reasonable judgment, the Contractor has not performed in accordance with the contract, has caused damage, has defective or incomplete work, or has outstanding obligations including cleanup, permits, testing, documentation, or payment to subcontractors and suppliers.

Payment Schedule

Progress payments may be made for work satisfactorily completed and approved by STAPPC, subject to permitted withholding. Payment applications shall include documentation supporting completed work, approved stored materials, approved change orders, and any other amounts requested. Payment does not constitute acceptance of defective or nonconforming work.

Final payment will be issued only after Final Completion, completion of punch-list items, receipt of required warranties and closeout documents, lien waivers, permit closeout documentation if applicable, and written acceptance by STAPPC.

Right to Negotiate Minor Irregularities

The Commission reserves the right to request clarification, negotiate scope or terms, and waive minor informalities or irregularities when determined to be in the best interest of the Commission and consistent with applicable procurement requirements.

Project Administration and Change Orders

- The Executive Director of the St. Andrew's Parish Parks & Playground Commission shall serve as the Project Manager for this project.

- The Executive Director is the only person authorized to approve and sign change orders.
- Other Commission staff or project representatives may oversee portions of the work and provide input or recommendations; however, final decisions, approvals, and contractual authorizations rest with the Executive Director.
- The Contractor shall direct communications regarding scope, schedule, payment, substitutions, delays, or changes to the Executive Director unless otherwise directed in writing.

No Unauthorized Work

The Contractor shall not perform extra work, changed work, substitutions, or work outside the approved scope without prior written authorization from the Executive Director. Work performed without prior written authorization may not be eligible for payment.

Final Inspection Meeting

The Contractor shall participate in a final inspection meeting with STAPPC before final payment. The Contractor shall correct all punch-list items and provide required closeout documents before written acceptance.

9. Final Legal Protections

The Contractor shall inspect the site and account for conditions that are visible, reasonably discoverable, and relevant to the proposed resurfacing scope. Conditions that may affect surface preparation, repair methods, coating adhesion, drainage, warranty, pricing, or schedule shall be identified in the proposal. Conditions requiring work outside the approved scope shall be brought to STAPPC's attention before work proceeds and addressed through written direction or an approved change order.

Subcontractors

Subcontractors identified in and accepted as part of the awarded proposal will be deemed approved for their stated scopes, subject to verification of licenses, insurance, and qualifications. Substitution or addition of a subcontractor after award requires STAPPC's prior written approval. The Contractor remains fully responsible for the actions, coordination, workmanship, schedule, warranties, safety, payment obligations, and performance of all subcontractors, suppliers, manufacturers' representatives, professionals, and agents.

Assignment

The Contractor shall not assign, transfer, or convey the contract or any material right or obligation under it without prior written consent from the Commission.

Bonds and Insurance

The selected Contractor shall furnish a Performance Bond and Payment Bond, each in the amount of one hundred percent (100%) of the awarded contract value, before construction begins. Bonds shall be issued by a surety authorized to do business in South Carolina and acceptable to STAPPC.

Bid Security

Each proposal shall be accompanied by a Bid Bond equal to at least five percent (5%) of the highest aggregate amount for which the bidder seeks award, including the base proposal and any additive alternates that may be accepted. For electronic submissions, a scanned copy shall be included in the PDF and the original shall be delivered by the proposal deadline. Failure to provide required bid security will render the proposal non-responsive, subject only to any cure expressly permitted by applicable law or STAPPC's procurement procedures.

No Claim for Extra Compensation

The Contractor shall not claim additional compensation for conditions that were visible, reasonably discoverable, identified in the RFP documents, or included in stated assumptions, unless STAPPC approves a written change order. Weather, moisture, cure-time, or material delays may affect the approved schedule but do not entitle the Contractor to additional compensation unless expressly approved in writing.

Freedom of Information Act (FOIA)

Proposals and contract records are subject to the South Carolina Freedom of Information Act. A Bidder shall clearly identify limited information it believes is exempt from disclosure, but STAPPC cannot guarantee confidentiality when disclosure is required by law.

Governing Law & Venue

The contract shall be governed by the laws of the State of South Carolina. Venue for any action arising from the contract shall lie exclusively in Charleston County, South Carolina.

Order of Precedence

Unless the final contract states otherwise, the following order of precedence will govern: (1) executed contract and approved change orders; (2) RFP addenda; (3) this RFP, including technical scope and attachments; (4) incorporated plans, specifications, and grant requirements; and (5) the Contractor's accepted proposal. A specific requirement will govern over a general requirement when the documents are otherwise of equal priority.

If the Courts 4–11 Resurfacing scope is awarded as part of the Voluntary Alternate: Turnkey Project Delivery, this Resurfacing RFP shall govern the technical

requirements applicable to Courts 4–11. The Site Work RFP, including its turnkey requirements, shall govern overall project administration, consolidated pricing, coordination, and prime-contractor responsibility. Any unresolved conflict shall be submitted to STAPPC for written interpretation before the affected work proceeds.

Substantial vs. Final Completion

Substantial Completion means Courts 4–11 are repaired, prepared, fully coated, striped, equipped as required, and sufficiently complete for their intended use; all required coating and other cure periods have expired; all eight courts are playable and available for safe public use; required access, drainage interfaces, fencing interfaces, tennis equipment, coatings, and playing lines are complete and functional; all required inspections and approvals permitting public use have been obtained; and only minor punch-list items remain that do not interfere with safe use, appearance, operation, warranty, or intended court performance.

Final Completion means all punch-list work is complete, affected areas are restored, permits and inspections are closed where applicable, application and inspection records are submitted, warranties and maintenance information are delivered, lien waivers are provided, and STAPPC has issued written acceptance. Any amounts properly withheld under the contract will not be released until the applicable deficiencies, incomplete work, or outstanding obligations have been resolved and Final Completion has been achieved.

10. Selection Criteria

Scoring System

Proposals will be evaluated based on overall value, responsiveness, relevant resurfacing experience, quality and completeness of the proposed repair and acrylic resurfacing system, scope clarity, materials, application and quality-control approach, warranty, schedule, cost transparency, references, coordination, and available project funding. The project will not necessarily be awarded to the lowest bidder.

STAPPC reserves the right to award in whole or in part, reject any or all proposals, waive informalities, request clarification, conduct interviews, negotiate terms or scope, accept or reject alternates, and select the proposal that best serves the public interest and project needs.

Evaluation Rubric

Evaluation Criteria	Weight	Description
Experience & Qualifications	25%	Demonstrated experience with at least three comparable outdoor tennis court resurfacing projects completed within the past five years; qualifications of key staff and subcontractors; appropriate licensing, specialized equipment, and technical capacity.
References & Past Performance	15%	Quality and relevance of references; successful performance for public or institutional owners; record of workmanship, surface performance, schedule, budget, warranty response, occupied-site coordination, and closeout.
Technical Proposal & Project Approach	20%	Clarity and feasibility of the condition assessment, repair and resurfacing approach, responsibility matrix, crack and low-spot methods, moisture-condition response, sequencing, safety, quality control, staffing, and coordination with the site work and Courts 1–3 contracts.

Evaluation Criteria	Weight	Description
Resurfacing System, Materials, Warranties & Specifications	15%	Quality, durability, compatibility, and completeness of the proposed cleaning, repair, leveling, acrylic resurfacer, color-coating, line, cushion-system if offered, and tennis-equipment materials; clarity of application, cure, maintenance, warranty, and closeout responsibilities.
Cost Proposal	15%	Competitiveness, completeness, transparency, and reasonableness of pricing, including clear separation of base work, alternates, allowances, unit prices, specialty crack repairs, equipment, bonds, exclusions, and owner responsibilities.
Schedule Commitment	5%	Ability to meet required completion dates; capacity to manage weather, moisture, curing, material lead times, court closures, and coordination dependencies; clarity of milestones and phasing to minimize disruption.

Evaluation Criteria	Weight	Description
Project Management & Communication	5%	Strength of project management, communication, documentation, and coordination plan, including responsible personnel, regular updates to the Executive Director, schedule and issue reporting, submittal and change-order controls, and protection of work by others.
Total	100%	

11. Process Schedule

- RFPs Posted on STAPPC Website: Wednesday, July 29, 2026
- First Newspaper Notice: Friday, July 31, 2026
- Second Newspaper Notice: Sunday, August 2, 2026
- Third Newspaper Notice: Wednesday, August 5, 2026
- Fourth Newspaper Notice: Sunday, August 9, 2026
- Mandatory Joint Pre-Bid Conference and Site Visit: Monday, August 17, 2026, at 10:00 a.m. ET
- Additional Site Visits by Appointment: August 18–21, 2026
- Cutoff for Additional Site Visits: Friday, August 21, 2026, at 3:00 p.m. ET
- Deadline for Bidder Questions: Monday, August 24, 2026, at 3:00 p.m. ET
- Final Addenda Issued: Friday, August 28, 2026
- Proposals Due: Friday, September 18, 2026, at 11:00 a.m. ET
- Initial Compliance Review: September 21–23, 2026
- Technical and Cost Evaluations: September 24–October 2, 2026
- Clarifications or Interviews, if Needed: October 5–7, 2026
- Notice of Intent to Award: Friday, October 9, 2026
- Contract, Insurance, and Bond Documentation: October 12–30, 2026
- Notice to Proceed and Project Kickoff Meetings: Week of November 2, 2026
- Anticipated Mobilization: Following contract execution and issuance of a written Notice to Proceed by STAPPC
- Substantial Completion: No later than June 30, 2027
- Final Completion: No later than July 30, 2027

12. Agency-Furnished Information

STAPPC may provide available sketches, photographs, approximate measurements, prior reports, core-sampling or geotechnical information, survey information, or other background materials for bidder convenience. Such materials are provided for general reference only and are not a substitute for the Bidder's independent field verification, professional judgment, or included design responsibility. STAPPC does not warrant the accuracy, completeness, or suitability of owner-furnished information for bidding, construction, permitting, or final design purposes.

Bidders shall identify any additional testing, investigation, manufacturer review, engineering, or owner decision required to support the proposed repair and resurfacing system and shall state whether the associated service and cost are included, excluded, or proposed as an alternate.

13. Attachment List

Attachment A

USTA Grant-Related Resurfacing Requirements

This attachment summarizes resurfacing and documentation items that may be required in connection with STAPPC's USTA grant. The requirements are provided to help Bidders identify applicable scope, submittal, and documentation responsibilities. To the extent an item is also addressed in the Detailed Specifications / Scope of Work, the Bidder may respond once and cross-reference the applicable section of its proposal.

The Bidder shall identify which applicable documents, submittals, inspections, certifications, or other deliverables are included in its proposal; the party responsible for each item; and any information or services to be provided by STAPPC or others. Bidders shall direct all grant-related questions to STAPPC and shall not contact USTA regarding this project unless authorized by STAPPC in writing.

- **Court Cleaning and Preparation** – Sand, scrape, pressure wash, and otherwise clean the court surfaces to remove dirt, stains, debris, mildew, loose surfacing material, failing coatings, and contaminants that may affect adhesion.
- **Low-Spot / Birdbath Repair** – Perform water-flood testing before final surfacing. Areas retaining water deeper than 1/16 inch after sixty minutes shall be marked, patched, and leveled using acrylic court leveling material or another approved compatible product, subject to identification of structural conditions outside the resurfacing scope.

- **Crack Repair** – Prepare, clean, fill, feather, and sand cracks using acrylic patch binder or other manufacturer-approved repair materials. Separately identify cracks requiring a manufactured crack-repair system or specialty method and provide estimated quantities and unit pricing where applicable.
- **Resurfacer and Color Coats** – Provide one to two coats of 100% acrylic resurfacer and two to three coats of 100% acrylic color coating, with the final number based on court condition and manufacturer recommendations. Apply at manufacturer-approved rates and under required weather, moisture, and cure conditions to produce a uniform, non-slip playing surface.
- **Playing Lines** – Install regulation tennis playing lines using 100% acrylic textured line paint. Lines shall be masked, primed or sealed when required, straight, crisp, uniform, and consistent with applicable tennis standards.
- **Blended Playing Lines** – Provide separate pricing for blended 36-foot and 60-foot youth tennis lines on designated courts. Lines shall be applied using textured acrylic line paint in an STAPPC-approved color and in accordance with applicable USTA youth-tennis guidance.
- **Cleanup** – Remove equipment, barrels, containers, debris, excess materials, and construction waste; restore affected areas; and deliver the completed courts clean, fully cured, and playable.

Attachment B

Approximate Measurements and Aerial Image

Approximate measurements, photographs, sketches, reports, or layout images are provided as a courtesy to indicate the general scope of the project. They are not official measurements and are not a substitute for the Bidder's field verification or professional evaluation of existing conditions.

Bidders must take their own measurements, verify court and site conditions, and request access from STAPPC as needed to prepare a responsive proposal.

Approximate surface area for Courts 4–11: 51,250 square feet.

*Please see the final page for an aerial image of the Tennis Complex.

14. Bidder Selection Checklist**Project Name: Resurfacing of Courts 4 – 11**

Bidders must ensure that all required items are included with their proposal submission. Failure to include a mandatory submission item may render a proposal non-responsive. STAPPC reserves the right to determine responsiveness and to waive minor informalities or irregularities when permitted and determined to be in the Commission's best interest.

Mandatory Submission Items

- ☐ Signed Proposal – Executed by an authorized representative of the Bidder.
- ☐ Proposal Copies – One (1) original and three (3) copies for a hard-copy submission.
- ☐ Electronic Submission, if used – One PDF emailed to RFP@standrewsparks.com by the deadline.
- ☐ Mandatory Pre-Bid Attendance – Confirmation that an authorized representative attended the joint pre-bid conference and site visit.
- ☐ Bid Bond – At least five percent (5%) of the highest aggregate amount for which the Bidder seeks award, including the base proposal and any additive alternates that may be accepted; original received by the proposal deadline.
- ☐ Performance and Payment Bond Commitment – Surety letter confirming the ability to provide bonds equal to 100% of the awarded contract value.
- ☐ Insurance Evidence – Current certificates of insurance or a letter from the Bidder's insurance agent confirming the Bidder's ability to provide all coverage, limits, endorsements, and other insurance requirements stated in this RFP, including Commercial General Liability, Business Automobile Liability, Workers' Compensation, Employer's Liability, Umbrella or Excess Liability, and any applicable Professional Liability or Contractor's Pollution Liability coverage.
- ☐ Licenses – Copies of all South Carolina state and local licenses required for the proposed work and identified subcontractors.
- ☐ Completed Bidder Selection Checklist and Certification.

Qualifications & References

- ☐ Company Profile and Experience – Relevant outdoor tennis court resurfacing and repair experience.
- ☐ Comparable Projects – At least three (3) outdoor tennis court resurfacing projects completed within the past five years.

- ☐ References – Minimum of three (3), including at least one public or institutional owner; include project, location, number of courts, scope, completion date, contact name, phone, and email.
- ☐ Staffing and Equipment Plan – Key personnel, project manager contact, site supervision, surfacing crew lead, specialized equipment, and available capacity.
- ☐ Subcontractor List – Each proposed subcontractor identified by trade, scope, license, and role.

Technical & Scope Submissions

- ☐ Project Understanding and Approach – Written understanding of the Courts 4–11 resurfacing project, proposed repair and coating system, approach, and sequencing.
- ☐ Existing Condition Assessment – Visible cracks, coating failure, low areas, moisture or organic growth, apparent pavement or base concerns, tennis-equipment conditions, and warranty implications.
- ☐ Scope and Responsibility Matrix – Clear separation of base work, alternates, allowances, unit-priced work, exclusions, owner responsibilities, site work and Courts 1–3 interfaces, and work by others.
- ☐ Project Timeline – Milestones for submittals, mobilization, cleaning, repairs, water testing, leveling, coating applications, cure periods, striping, equipment, inspection, and closeout.
- ☐ Itemized Cost Proposal – Labor, materials, equipment, cleaning, preparation, crack repair, patching, leveling, coatings, lines, equipment, disposal, bonds, allowances, alternates, and unit prices.
- ☐ Design, Engineering, Testing, Manufacturer Review, and Permitting Statement – Included and excluded services, responsible professionals, manufacturer representatives or testing providers, qualifications, deliverables, fees, schedule, owner responsibilities, and required approvals.
- ☐ Resurfacing System Description – Manufacturer, products, number of coats, application rates, texture, colors, cure requirements, expected service life, maintenance, and warranty.
- ☐ Crack and Surface Repair Plan – Standard repair method, specialty repair recommendations, estimated quantities, unit pricing, warranty, and exclusions.
- ☐ Low-Spot and Moisture-Condition Plan – Water testing, repair threshold, leveling method, organic growth and efflorescence treatment, structural-condition identification, and warranty implications.
- ☐ Playing-Line Plan – Regulation lines and separate pricing for approved 36-foot and 60-foot blended youth lines.

- ☐ Tennis Equipment Plan – Existing items to remain, adjustment or refurbishment, recommended replacements, product information, and pricing.
- ☐ Safety, Access, and Staging Plan – Public protection, adjacent-court protection, emergency access, pedestrian routing, deliveries, equipment, material storage, closures, runoff/debris control, and OSHA compliance.
- ☐ Material and Product Specifications – Product data, compatibility, application requirements, expected service life, warranty, color charts, and information for all repair, coating, line, and equipment materials.
- ☐ Quality-Control and Acceptance Plan – Weather and moisture checks, repair inspection, coverage controls, cure verification, water testing, line checks, manufacturer support if included, and final inspection.
- ☐ Warranty and Maintenance Information – Coverage for the complete approved resurfacing scope, exclusions, claim procedures, maintenance, and conditions affecting warranty.
- ☐ Alternates, Allowances, and Unit Prices – Clearly identified scope, unit of measure, included costs, assumed quantities, warranty, and schedule impact.
- ☐ Closeout Deliverables – Warranties, product and color records, maintenance information, application documentation, lien waivers, permit closeout if applicable, and final inspection records.
- ☐ USTA Grant-Related Scope Compliance – Cleaning, birdbath repair, crack repair, resurfer and color coats, playing lines, blended lines, and cleanup.

Bidder Certification

By checking each applicable box and signing below, the Bidder certifies that the proposal includes all required submission items and accurately identifies all assumptions, exclusions, alternates, allowances, owner responsibilities, and work to be provided by others.

Signature: _____

Name / Title: _____

Date: _____

