

**PENDLETON COUNTY FISCAL COURT
PENDLETON COUNTY ATHLETIC PARK
TENNIS COURT RENOVATION PROJECT
FINAL SCOPE OF WORK**

Bid Deadline: 4:00 p.m. EDT, Tuesday, October 20, 2026

Public Bid Opening: on or about 6:00 p.m., Tuesday, October 20, 2026, during the Pendleton County Fiscal Court caucus meeting at 233 Main Street, Falmouth, Kentucky 41040.

1. PROJECT PURPOSE

Pendleton County Fiscal Court is seeking sealed bids from qualified contractors for renovation and reconfiguration of the existing outdoor athletic court area at the Pendleton County Athletic Park. The existing facility consists of four outdoor tennis courts. The County intends to rehabilitate the existing court surface and reconfigure the area for a combination of tennis, pickleball, and basketball uses.

The County is seeking a durable, long-term renovation appropriate for public recreational use. Bidders are expected to evaluate the existing conditions and propose the repair, resurfacing, equipment, fencing, and installation methods they believe are appropriate. The County is specifically seeking sufficient technical detail to distinguish a durable rehabilitation approach from a short-term cosmetic or 'band-aid' treatment.

2. REQUIRED BID OPTIONS

Each bidder shall provide complete pricing and a proposed layout for both Option A and Option B.

- **OPTION A:** Two (2) basketball half courts, one (1) regulation tennis court, and the maximum practical number of pickleball courts within the remaining available court area.
- **OPTION B:** Eight (8) pickleball courts and two (2) basketball half courts.

The County is open to reasonable variations in orientation and configuration provided the proposed layout is safe, functional, practical for public use, and fits within the existing court footprint.

3. SITE REVIEW

The project site is located at Pendleton County Athletic Park, 1112 Woodson Road, Falmouth, Kentucky 41040. Prospective bidders are encouraged to inspect the existing court facility prior to submitting a proposal. The site may be inspected at the bidder's convenience during normal park access hours; no appointment or advance notice is required. Bidders are responsible for evaluating existing site and court conditions and may use their observations in developing proposed methods, quantities, materials, layout, and pricing. The County's Scope of Work is not intended to substitute for the contractor's own professional evaluation of the project. Any significant assumptions, exclusions, or conditions that could affect the proposal, pricing, performance, or completion schedule shall be clearly identified.

4. REQUIRED WORK

The base bid for each option shall address all work reasonably required to provide a complete and usable finished facility, including as applicable:

- Mobilization and site preparation.
- Cleaning and removal of vegetation, debris, loose material, and other surface contaminants.
- Evaluation and repair of cracks, including identification of the proposed treatment for recurring or moving cracks.
- Pavement or surface repairs needed to provide a sound substrate for the proposed resurfacing system.
- Correction or treatment of low areas, depressions, or areas that contribute to standing water, where reasonably correctable within the proposed scope.
- Surface preparation required by the proposed resurfacing system.
- Application of resurfacer, filler, primer, adhesion products, or similar preparation materials as recommended by the proposed system manufacturer.
- Application of the proposed acrylic color / playing surface system.
- Court striping for each proposed use.
- Tennis, pickleball, and basketball equipment required by the applicable option.
- Fencing, gates, separators, or ball-containment improvements recommended for safe and functional use.
- Removal, replacement, relocation, or reuse of existing court equipment as proposed by the bidder.
- Final cleanup, site restoration, and completion of the facility in a safe condition suitable for public use.

5. RESURFACING AND REPAIR PROCESS - REQUIRED DETAIL

Because the condition and treatment of the existing surface are central to the project, the proposal shall clearly describe the contractor's proposed process. The County will evaluate not only price, but also the completeness and durability of the proposed rehabilitation method.

At a minimum, the bidder shall describe:

- How the courts will be cleaned and prepared before repairs begin.
- How existing cracks will be evaluated and repaired.
- How recurring, moving, or structural cracks will be addressed or managed.
- Any patching, leveling, pavement repair, or low-area correction proposed.
- The exact resurfacing system, manufacturer, and major products proposed.
- Number and type of resurfacer, filler, primer, color, or finish coats/applications.
- Required curing times and temperature/weather limitations.
- Expected useful life of the proposed surface system under normal public recreational use.
- Applicable manufacturer and contractor warranties.
- Recommended future recoating/resurfacing interval.

6. COURT LAYOUT AND EQUIPMENT

The proposal shall include a simple conceptual layout for both Option A and Option B showing the approximate court orientation, activity separation, major equipment locations, and recommended fencing or barriers.

Proposed equipment shall be commercial-grade and suitable for outdoor public recreational use.

The proposed court surfacing system, repair methods, coatings, equipment, and materials shall be suitable for year-round outdoor use and capable of performing under the seasonal weather conditions typical of Northern Kentucky, including summer heat, winter cold, moisture, and repeated freeze/thaw cycles.

7. REQUIRED PRICING FORMAT

To allow an apples-to-apples comparison, each bidder shall complete the County's separate Required Bid Pricing Schedule and Proposal Cover Sheet. The completed form shall be placed as the first pages of the sealed proposal. Required pricing categories shall not be combined or omitted; bidders shall use N/A where a line item does not apply.

Optional or recommended improvements shall be priced separately and shall not be included in the Total Base Bid unless specifically required by the County.

8. PROJECT SCHEDULE

The proposal shall provide:

- Earliest available start date.
- Calendar days to substantial completion.
- Calendar days to final completion.
- Major project phases.
- Material or equipment lead times.
- Weather, curing, temperature, or seasonal limitations.
- Any other scheduling condition that could affect completion.

9. MAINTENANCE AND LONG-TERM CARE

The proposal shall include recommended routine and long-term maintenance for the proposed surface, crack repairs, court equipment, fencing/gates, drainage or standing-water concerns, and any other major components. The bidder shall state the recommended recoating/resurfacing interval and identify any significant maintenance anticipated during the first ten (10) years.

10. WARRANTIES

The proposal shall identify all applicable warranties, including where applicable:

- Contractor workmanship warranty.
- Crack repair warranty.
- Surface system/manufacturer warranty.
- Tennis, pickleball, and basketball equipment warranties.
- Fence and gate warranties.
- Any exclusions, required maintenance, or conditions that could void or limit a warranty.

11. CONTRACTOR QUALIFICATIONS

Each proposal shall include:

- Company history and number of years in business.
- Experience with outdoor athletic court renovation and resurfacing.
- Experience with tennis, pickleball, and basketball court work.
- Experience with public parks, schools, local governments, or similar public facilities.
- Relevant licenses, manufacturer certifications, professional certifications, or specialized qualifications.
- Identification and brief qualifications of key personnel who will manage or perform the work.
- Examples of comparable completed projects, preferably with photographs.

- A minimum of three (3) references for comparable work.
- Identification of significant subcontractors, if any.

12. PROPOSAL ASSEMBLY

The Required Bid Pricing Schedule and Proposal Cover Sheet shall be the first pages of the proposal. Supporting documentation shall follow in the order requested on that form. Bidders may include additional supporting material after the required information.

13. BID SUBMISSION

Sealed bids must be received no later than 4:00 p.m. EDT, Tuesday, October 20, 2026. Bids received after the deadline will not be considered. Each bidder shall submit seven (7) complete copies of the proposal, including the Required Bid Pricing Schedule and Proposal Cover Sheet and all supporting documentation. The sealed envelope or package shall be clearly marked:

**SEALED BID - PENDLETON COUNTY ATHLETIC PARK
TENNIS COURT RENOVATION PROJECT**

Bids shall be delivered or mailed to Pendleton County Fiscal Court, 233 Main Street, Falmouth, Kentucky 41040.

14. BID OPENING AND COUNTY RIGHTS

Bids will be publicly opened on or about 6:00 p.m., Tuesday, October 20, 2026, during the Pendleton County Fiscal Court caucus meeting at 233 Main Street, Falmouth, Kentucky 41040.

Pendleton County Fiscal Court reserves the right to reject any or all bids, waive informalities or minor irregularities when permitted, request clarification of submitted information, and select the bid determined to be in the best interest of the County in accordance with applicable requirements.

15. QUESTIONS

Questions regarding the bid documents may be directed to the Pendleton County Economic & Tourism Development Office at 859-654-4567 or economicdev@pendletoncountyky.gov. Any formal clarification affecting the bid requirements may be issued by addendum and posted with the bid documents.

PENDLETON COUNTY FISCAL COURT
PENDLETON COUNTY ATHLETIC PARK - TENNIS COURT RENOVATION PROJECT
REQUIRED BID COVER SHEET

This form must be completed and placed as the first pages of the sealed proposal.

BIDDER INFORMATION

Company Name: _____

Address: _____

City / State / ZIP: _____

Contact Person: _____

Phone: _____

Email: _____

Website: _____

REFERENCES

Provide three (3) references for comparable athletic court, park, school, or public-sector work.

Reference 1

Organization / Owner:	Contact Person:
Phone / Email:	Project:

Reference 2

Organization / Owner:	Contact Person:
Phone / Email:	Project:

Reference 3

Organization / Owner:	Contact Person:
Phone / Email:	Project:

BIDDER CERTIFICATION

By signing below, the bidder certifies that the proposal has been prepared in accordance with the Scope of Work; the pricing submitted is based on the bidder's proposed methods, materials, equipment, and construction approach; and all significant assumptions or exclusions have been disclosed.

Authorized Representative: _____

Title: _____

Signature: _____ **Date:** _____

PENDLETON COUNTY FISCAL COURT

PENDLETON COUNTY ATHLETIC PARK - TENNIS COURT RENOVATION PROJECT

REQUIRED BID PRICING FORM

Complete each applicable line item for both options. Use N/A where an item does not apply. Detailed methods and supporting information shall be included in the proposal body.

OPTION A: Two basketball half courts, one regulation tennis court, and the maximum practical number of pickleball courts.

Proposed number of pickleball courts under Option A: _____

OPTION B: Eight pickleball courts and two basketball half courts.

Bid Item	Option A	Option B
Mobilization / Site Preparation	\$_____	\$_____
Cleaning / Vegetation Removal	\$_____	\$_____
Crack & Surface Repairs	\$_____	\$_____
Leveling / Low-Area Correction	\$_____	\$_____
Surface Preparation & Resurfacing	\$_____	\$_____
Acrylic Color Coating & Striping	\$_____	\$_____
Tennis Court Improvements / Equipment	\$_____	N/A
Pickleball Improvements / Equipment	\$_____	\$_____
Basketball Improvements / Equipment	\$_____	\$_____
Fencing / Court Separation / Gates	\$_____	\$_____
Site Restoration / Cleanup	\$_____	\$_____
Other Required Work	\$_____	\$_____

TOTAL BASE BID - OPTION A: \$_____

TOTAL BASE BID - OPTION B: \$_____

PROJECT SCHEDULE

	Option A	Option B
Earliest Available Start Date	_____	_____
Calendar Days to Substantial Completion	_____	_____
Calendar Days to Final Completion	_____	_____

OPTIONAL / RECOMMENDED IMPROVEMENTS

List any recommended items not included in the Total Base Bid.

Item	Brief Description	Additional Cost
		\$ _____
		\$ _____
		\$ _____

Other Comments/Recommendations:
