

## Information for Town Council Meeting on June 13, 2023

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TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Robert Miracle, CPA, Deputy Town Manager, Finance and Administration

FROM: Dean Mealy, II NIGP-CPP, CPPO Town Procurement and Contract Manager

RE: Resolution No. 070-2023, Awarding ITB No. 2023-28, Seaview Tennis Courts Resurface and Fence Replacement Project to Professional Tennis Court Services in the amount of \$326,375.18 and establishing a project budget in the amount of \$375,331

DATE: 30 May 2023

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### **STAFF RECOMMENDATION**

Staff recommends the Town Council approve Resolution No. 070-2023, Awarding ITB No. 2023-28, Seaview Tennis Courts Resurface and Fence Replacement Project to Professional Tennis Court Services in the amount of \$326,375.18 and establishing a project budget in the amount of \$375,331.

### **SUMMARY EXPLANATION/BACKGROUND**

The Procurement and Contract Management Division issued solicitation ITB No. 2023-28, Seaview Tennis Courts Resurface and Fence Replacement Project on March 31, 2023. The solicitation invited qualified contractors to submit competitive bids to perform Laser - Tapered resurfacing of 7 hydro-grid tennis courts, fence replacement, and other court replacement features for Town Tennis Center in Seaview Park. It was the intent of the bid specifications to obtain a contract which includes all labor, materials, equipment, utility coordination and services necessary for resurfacing of Har-Tru surface, full complete removal of existing fencing and sleeves, furnishing and installation of new 10' high to varies high fencing, gates, wind screen, to include furnishing and installing concrete footers at the Town's Tennis Centers in Seaview Park.

The solicitation was advertised nationally through DemandStar to 570 firms. In addition, the Procurement and Contract Management Division sent personal invitations to seven (7) firms. Only one firm submitted. We reached out to find out why firms did not respond to the solicitation and the overwhelming response was timing. No one had availability until late fall. Professional Tennis Court Services had a scheduled opening for July 24<sup>th</sup> with projection of substantial completion within thirty (30) business days, weather permitting.

The evaluation of the submission was made by Mark Bresnahan, Recreation Director and Mike Roach, P.E., Public Works in addition to the Procurement and Contract Management Team.

References were conducted on Professional Tennis Court Services with favorable ratings.

Mark Bresnahan, the Recreation Director, has advised that the Seaview Tennis Courts will be closed during the project. This will assist the vendor's schedule and allow for accessibility of the contractor.

#### **FUNDING IMPACT/FUNDING SOURCE**

The source of funding for this project will be the Mandel Recreation Center Capital Budget.

#### **USER DEPARTMENT CONCURRENCE**

The Public Works Department and the Recreation Department are in full concurrence with this recommendation.

#### **TOWN ATTORNEY REVIEW**

This format has been utilized by the Town in previous recommendations and was approved by the Town Attorney.