

**Request for Proposal**  
**City of Nicholasville**  
**April 15, 2024**  
**#2024-262**

This RFP should not be construed as a commitment on City of Nicholasville's part to obtain any Services from any vendor or to fully implement this project. At any time, the City of Nicholasville (The City) may terminate or modify this RFP and request revised proposals from respondents. The City may reject any or all proposals at its sole discretion. All expenses associated with providing the information requested in this RFP are borne solely by the respondents to this document. The City assumes no legal or financial responsibilities for such expenses.

- **RFP PURPOSE AND SCOPE:**

The City of Nicholasville Requests Sealed Proposals for the New Construction of six (6) Pickleball Courts to include 4-foot chain link fencing between courts and 8-foot chain link fencing around perimeter at the City/County Park, located at 402 Park Drive, Nicholasville, Kentucky 40356

Seals Proposals will be received until 12:00 Noon, local time April 29, 2024, for furnishing all labor and Materials and performing all work as set forth in the Request for Proposal.

- **PICKLEBALL COURT SPECIFICATIONS:**

The following description outline's the Scope of Work for the Proposal.

- Proposer's will thoroughly examine the proposed location prior to bidding. Contact Duane McCuddy, Director, Nicholasville Jessamine County Parks & Recreation to schedule an onsite visit.
- Proposer's will make all investigations necessary to thoroughly inform themselves regarding performance of services as required by the Request for Proposal. No plea of ignorance as a result of failure to make the necessary examinations and investigations will be accepted as a basis for varying the requirement of the City.
- If a bidder needs clarification of the RFP documents, bidder must submit a written request to the Purchasing Agent. A request for clarification must be in writing and

received no later than four (4) days prior to the scheduled bid opening.

- **SUBMISSION OF RFP:**

- All RFP's shall be enclosed in sealed envelopes and submitted to the City of Nicholasville, 517 North Main Street, Nicholasville, Kentucky 40356, Attention: Pauline Horsley, Purchasing Agent. The Name and address of proposer, date of bid opening and bid name will be shown on the outside of the envelope. All RFP's must be received on April 29, 2024, at Noon which at that time will be recorded as being received.
- **Proposer's agree that the price will remain firm and subject to acceptance by the City for a period of 60 calendar days from the bid opening date.**
- RFP'S received after the time set for the RFP opening will not be considered.

- **PROPOSER'S EXPERIENCE/REFERENCES:**

- Each Proposer shall have at least (5) five years' experience, and have a minimum of three (3) references.

- **SCHEDULED START DATE/ENDING DATES:**

- Starting Date: To be determined upon award of RFP.
- Ending Date: To be determined upon award of RFP.

- **PROPOSER'S REQUIREMENTS**

- **Contract Price:** Contract Price set forth in the RFP shall become a part of the contract.
- **Liability Clause:** Successful Proposer's shall furnish the following insurance Certificates in full amounts Required by Kentucky Statutes. All Certificates shall Remain up to date and on file during duration of the contract.

- A current Certificate of Liability Insurance must be provided to the Purchasing Department with the following minimum coverage:  
Broad Form Comprehensive General Liability, including Products and Completed Operations.  
Bodily Injury: \$1,000,000 each occurrence  
\$2,000,000 aggregate  
Property Damage: \$1,000,000 each occurrence  
Automobile Liability, including any auto, hiring autos and non-owned autos.
- Workers Compensation for all employees used on the job pursuant to statute.
- Contractor must hold a current City of Nicholasville Occupational License.
- Business License, Contractor shall provide proof of Business License for the City of Nicholasville.

- **PRIMARY CONTACTS:**

Name: Pauline Horsley  
 Phone: 859-885-1121 or 859-519-6556 City Cell  
 Email: [Pauline.horsley@nicholasville.org](mailto:Pauline.horsley@nicholasville.org)  
 Address: 517 North Main Street, Nicholasville, Ky 40356

Name: Doug Blackford, Director of General Government  
 Phone: 859-885-1121 extension 251

Name: Duane McCuddy, Director Parks & Recreation  
 Phone: 859-885-9787

- **TIMELINE & BUSINESS REQUIREMENTS**

All Request for Proposal must be received no later than  
 April 29, 2024 at Noon  
 517 N Main Street  
 Nicholasville, Kentucky 40356  
 Attn: Pauline Horsley, Purchasing Agent  
 RFP 2024-262

- **WORK UNDER THIS CONTRACT IN NON-TRANSFERABLE OR SHALL NOT BE SUBLET.**

The City of Nicholasville reserves the right to reject any and all proposals and to waive  
 Any minor informality in proposals received.

**BID SPECIFICATIONS:**

- Proposer will review location site for preparation of six (6) pickle ball courts to include excavation and any prep work needed.
- Pour concrete slabs and placement of poles for lighting and fence.
- Painting and Striping of six (6) courts.
- Install permanent pickle ball nets to all courts.
- Leave 12-foot buffer between each court.
- Install 12 LED lights with photocells.
- Install 4-foot chain link fence between all courts.
- Install 8-foot chain link fence around perimeter.
- Include warranty on all products, to include warranty against peeling, lighting and all other products deemed warrant.
- Contractor to provide a one (1) year guarantee of materials and Workmanship from completion date.
- Contractor to have at least 3 to 5 prior related references of completed Projects, to include Name, Location, Phone Number and contact person.
- Proposer's are required to make a Site Visit.