



Request For Proposal

YFAC Pickleball Courts 2201 Trae Young Drive Norman, OK 73069 RFP 2324-43

The City of Norman Parks and Recreation Department will be accepting proposals for the construction of a lighted, outdoor six (6) post-tensioned concrete pickleball court facility, including all associated court surfacing, striping, lighting, fencing and nets at the Young Family Athletic Center, addressed above. Proposals will be accepted until 5:00 p.m., Friday, March 22, 2024. The primary project cost includes all permits, plan review, site preparation, labor, and all materials, testing, and inspection costs associated with this type of construction. All work shall receive inspection and approval consistent with similar construction in Norman and should, thus, be accounted for in all proposals.

1. It is the intention of the City of Norman to provide a complete six (6) court outdoor pickleball facility as specified below. The City of Norman and the project architect, JHBR Architecture, will provide design documents (attached). The contractor shall provide all other necessary materials, incidentals, methods, and labor necessary to furnish a complete project ready for use. All materials shall be new and free from defects.
2. All initial proposals shall be accompanied by an itemized schedule of included features for the build package as provided by the City. All associated costs for building permits and construction inspections (including soil compaction/proctor tests, slump, fracture, post-tensioning, and other associated concrete testing) incurred by the chosen contractor shall be included in the budget/cost proposal prepared in response to this RFP. The City of Norman will pay all costs associated with site clearing and utility re-location (if any) associated with this project and either do that work in-house or via a separate contractor. Water is available at no cost to the chosen contractor at the site to aid in the curing process.
3. Codes and Standards: All design and construction shall be in compliance with all relevant sections of the ANSI Codes (latest version) as well as the Americans with Disabilities Act Accessibility Guidelines (ADAAG) and Uniform Federal Accessibility Standards for such facilities. The project shall, further, be designed and constructed to follow all pertinent guidelines set forth in the International Building Codes [(IBC): 2018 version] as adopted by the City of Norman as it pertains to all design factors as needed to gain approval by City of Norman construction plan review. Court construction shall follow the most current specifications (attached) set forth by the USA Pickleball Association (USAPA).
4. Facilities that provide maximum use while incorporating safety and low maintenance will be preferred.

5. Proposals shall include a project list where similar facilities have been constructed. If available, submit locations within the OKC metropolitan area and a contact person for each job.
6. All proposals will be evaluated based on the company's experience with this type of project, the availability of construction materials, and the time required to complete the requested work.
7. Operations will consist of field checking design, dimensions, points of connection, construction of the entire facility, and any appurtenances. Parks and Recreation Staff will be available for on-site meetings prior to the RFP Submission deadline to discuss any concerns over the site and project, including a pre-proposal conference at the project site (see item 19 below). Please call (405) 366-5480 for questions about this project.
8. The chosen contractor will obtain any necessary City, State, or Federal permits at their sole cost. **The contractor shall be responsible for all underground utility locations at the job site using both the CALL OKIE location service AND through meeting with Parks and Recreation staff to locate each party's specific electrical and irrigation lines, in particular. Any existing underground utilities that become damaged during the project (including utility supply or service lines (including any valve boxes, manholes, and all in-ground service access covers), valves, meters, or any other utilities) shall be repaired by the contractor or have the repair paid for by the contractor at no cost to the City of Norman.** All utilities used at the current facility shall be made available for the new court construction project (Parks and Recreation Project Manager will assist in scheduling all utility connections).
9. Scope of Work: The Contractor shall provide all items necessary to construct the improvements described completely. Appurtenance and/or accessories and material testing not herein mentioned but necessary to furnish a complete facility ready for use upon delivery shall be included. The contractor shall make a field inspection of the project site and determine the extent, cost, and methods necessary to construct the project properly. The installation must be coordinated with the City of Norman to minimize the impact on other users and other construction projects at the site. All facility operational, care, and maintenance instructions shall be demonstrated and thoroughly described to the Parks and Recreation Department by the successful contractor at no extra cost to the City prior to final acceptance by the City of Norman.
10. Site Access and Care: The contractor shall be given such access to the site as necessary to complete the project. Personal vehicles and work trucks must park in the existing parking lot. Construction vehicles will be able to access the drive that wraps around the backside of the athletic center. This is a one-way that flows north to south. The contractor shall protect existing features to stay during construction and will be responsible for repairing or replacing any damage caused by construction with equivalent materials within a time frame deemed acceptable by the City of Norman Project Manager. The contractor shall repair or replace any damage at their sole expense.
11. All standard manufacturer's or dealer warranties for all materials and fixtures used for this project shall be supplied in writing, covering the replacement of all defective parts and workmanship assurances associated with those materials. All materials

shall be new, unused, and free of defects and imperfections and delivered to the job site in their original container with seals/packing in place and unbroken. All concrete shall conform to the specifications outlined in the USAPA specifications for this type of court construction; all testing results shall be submitted to the City of Norman Project Manager and approved before final acceptance of the project.

12. The contractor with the successful proposal will be required to enter a **Construction Contract** with the City of Norman and shall be required to provide a **Performance Bond, Statutory Bond, and Maintenance Bond, as well as proof of professional liability insurance and worker's compensation insurance in limits prescribed by Oklahoma law. All affidavits and forms included in this packet shall also be supplied at the time of submission of Proposals. All bidders shall submit their proposals by filling out the Bid Proposal Form included in this packet. No other bid forms shall be accepted as compliant with the specifications for this project.**
13. The primary objective of this project is to construct the six (6) court pickleball facility, including all necessary fences, nets, lighting, surfacing, and line work, according to design documents provided by the City of Norman. The items on the bid form are for the construction of these items.
14. The project range shall consist of the following:
 - a) The overall size of the post-tensioned concrete slab will be 109' - 9.5" by 129' - 0" with a color-coated finish (color TBD), white line work, with all nets and associated post and anchor structures/hardware necessary to produce six (6) USAPA Pickleball Courts on the new slab.
 - b) A ten (10) foot tall perimeter chain link fence (nine (9) gauge wire with a black PVC finish around the nine (9) gauge wire) with black posts, hardware, and tension wire around the new courts. Fence posts (line and corner) shall be scheduled for 40 material and placed outside of the post-tensioned slab. Two (2) 4' - 0" walk gates shall be included on the west side of the facility (as shown on provided design documents).
 - c) Interior four (4) foot tall chain link fence (nine (9) gauge wire with a black PVC finish around the nine (9) gauge wire) with black posts, hardware, and tension wire between all courts (as shown on provided design documents).
 - d) Light posts with LED down-lighting (as shown on provided design documents).
 - e) Our intention is to construct all items on the bid form. Price breakdown information will only be used if the budget does not allow for all of the construction items to be awarded at this time.
 - f) Provide engineering assistance during construction, including securing all required post-tensioning and concrete testing by a third party.
 - g) Once approved for construction, the plans provided for this project shall be followed by the construction contractor unless modified via a signed change order issued by the City of Norman. All materials, labor, incidentals, means, and methods necessary to construct the six-court facility (as approved and itemized

on the attached bid form, which is made part of any construction contract) shall be included in the pricing on the attached bid form.

- h) Provide as-built construction drawings for the project, upon completion— showing all new construction and connection(s) to features existing prior to construction, as well as all drainage patterns on the new construction and all known utility locations.
 - i) Sidewalk connections to the new courts are to be completed by others, via a separate contract.
15. All items shall be priced as part of the base bid as the most common commercial-grade product for this type of construction that is able to meet the specifications outlined in the attached information from the USAPA. The goal of this RFP is to get the maximum value for the available budget while meeting all applicable standards for construction and inspection. Final design details will be negotiated with the successful bidder. Base proposals are most concerned with including those items and design orientation described herein. As stated, all material, labor, equipment, and appurtenance necessary to provide the structure, ready for use, as described, which are not mentioned in this RFP but are essential to the project, are understood to be included in the bidder's base bid costs.
- 16. The base bid shall be to construct an outdoor six (6) court Pickleball facility complete with all the necessary finishes, furnishings, lighting, nets, fences, striping, and structures as outlined above.**
- Add-alternate items on the Bid Form, if any, may be considered prior to entering into a construction contract so the final contract price is clearly in accordance with the Bid Form included in this RFP. Once the project is awarded, all final accepted items shall be reflected in the final plans for the new facility.
17. Any add-alternate options can be discussed further at the pre-bid meeting or any other time through coordination with the project manager.
18. Work is to be completed within 120 calendar days from the issuance of a Notice to Proceed to the site and weather conditions that meet those appropriate for construction. The project site is an active athletic center. Work times and days may have to be scheduled to accommodate regular and/or special events. Final terms of start/stop dates will be addressed in the final contract between the successful bidder and the City of Norman.
19. Interested bidders are invited to attend a pre-bid meeting with representatives from the City of Norman Parks and Recreation Department at 2:00 p.m. on Wednesday, March 6, 2024, at the Young Family Athletic Center, 2201 Trae Young Dr., Norman, OK 73069 (see location map). Other meeting times can be arranged by contacting the project manager listed below.

The City of Norman reserves the right to reject any and all proposals.

Please write "RFP #2324-43: YFAC Pickleball Courts" on the outside of any envelope containing a Bid being made for this project.

Proposals should be submitted to:
James Briggs, Park Development Manager
City of Norman Parks and Recreation Department
225 N. Webster Ave.
Norman, OK 73069
(405) 366-5480 phone
(405) 366-5470 fax

The deadline for proposals will be 5:00 p.m., Friday, March 22, 2024.

LOCATION MAP



Athletic Center Address: 2201 Trae Young Drive Norman, OK 73069

PICKLEBALL COURT CONSTRUCTION

Line Tolerances:

- Net line to outside of NVZ line: 7' +/- 1/8"
- Net line to outside of baseline: 22' +/- 1/4"
- Outside sideline to outside sideline: 20' +/- 1/4"
- Outside sideline to centerline: 10' +/- 1/8"
- Diagonal dimension to out of lines: 48' 4" +/- 3/4"

Recommend Net Posts Extend
12 in. Outside Sideline
Recommend Line Widths = 2 in.

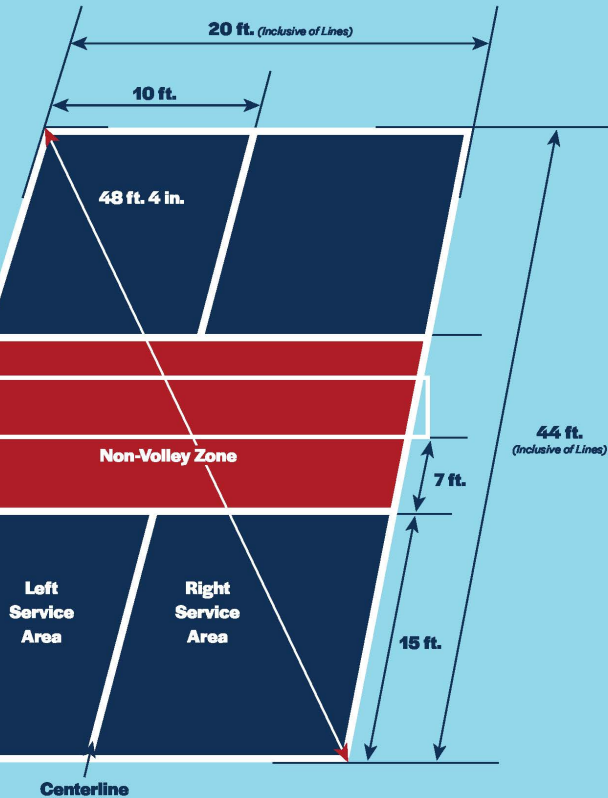
Net Height at Sideline = 36 in.
(34 in. at Center)

Non-Volley Line

Sideline

Baseline

Centerline



You play the best sport. Now build the best court.

Info at [USAPickleball.org/courts](https://usapickleball.org/courts)

One of the keys to taking your pickleball game to the next level is having a convenient place to play. Whether you're setting up for serious competition, casual games with friends, or a temporary surface for an event, knowing the basics can help you get the most enjoyment out of your court. These guidelines will get you started on building the court that's perfect for your specific needs.

Standard Specification for USAPA 1-court design. All construction standards from USAPA shall apply for surfacing, striping, etc.

<https://usapickleball.org/wp-content/uploads/2013/06/court-layout-print-version.pdf>

SHEET INDEX

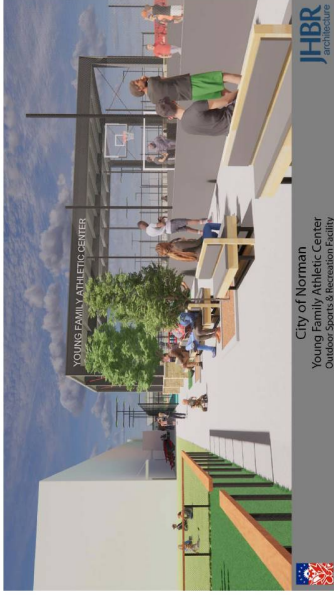
A-100 - COMPREHENSIVE SITE PLAN & SAND VOLLYBALL PIT

A-101 - PICKLEBALL COURT AND PAVILION

A-102 - BASKETBALL COURT



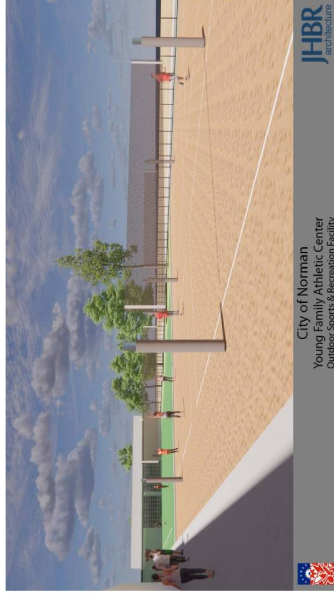
City of Norman
Young Family Athletic Center
Outdoor Sports & Recreation Facility



City of Norman
Young Family Athletic Center
Outdoor Sports & Recreation Facility



City of Norman
Young Family Athletic Center
Outdoor Sports & Recreation Facility



City of Norman
Young Family Athletic Center
Outdoor Sports & Recreation Facility

PROJECT TITLE:



City of Norman
YFAC Outdoor Sports and Recreation Facility
2201 Trae Young Dr, Norman, OK, 73069

PROJECT TEAM:

Architects

JHBR
architecture
JHBR Architecture
1000 North Lincoln
Oklahoma City, OK 73104
405.526.0262
www.jhbr.com

JHBR Project: YFAC Outdoor Sports and Recreation Facility
Project No: 22-039
Record Date: 09/26/2023

SITE LEGEND

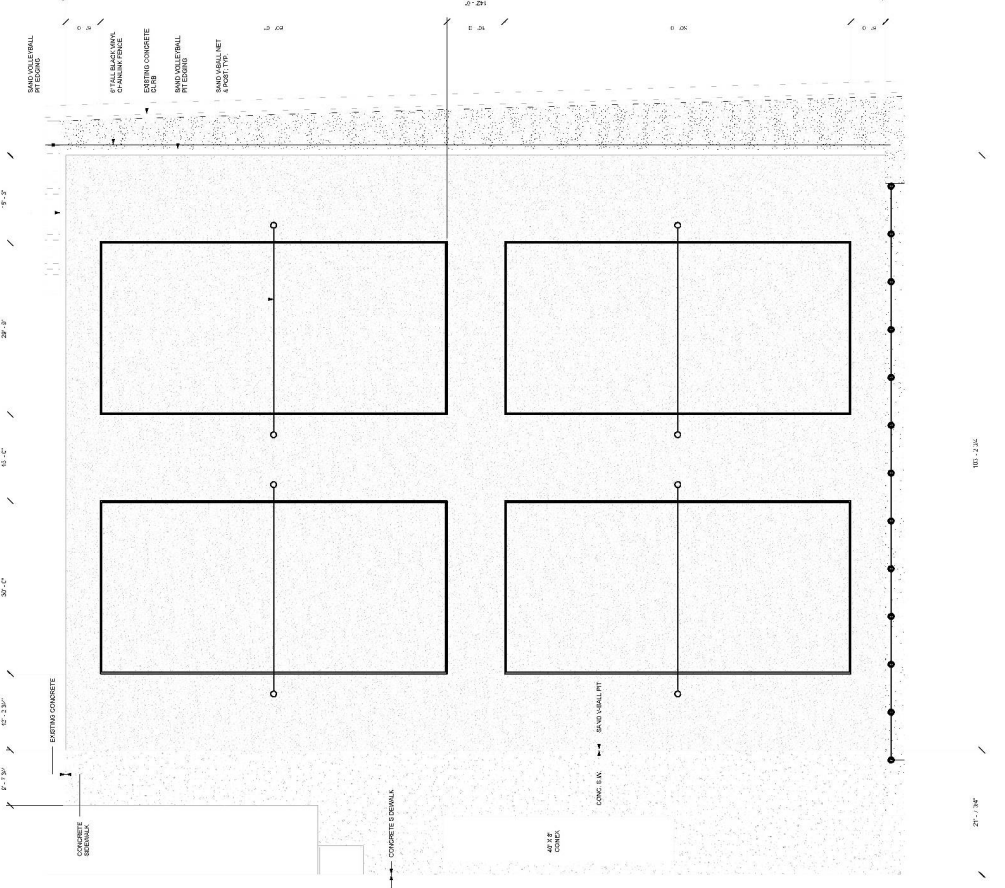
CONCRETE SIDEWALK	EXISTING CONCRETE
NEW CONCRETE SIDEWALK	ARTIFICIAL TURF
POST-TENSION CONCRETE PAVING	SAND
ASPHALT	REFURBISHED

GENERAL NOTES

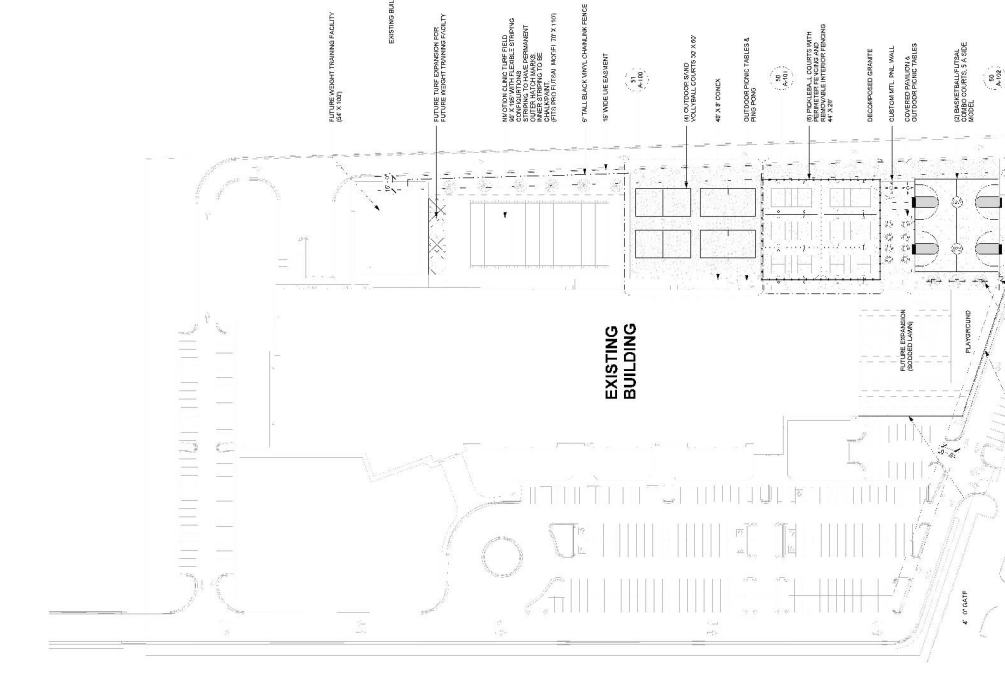
1. CONTRACTOR SHALL VERIFY ALL EXISTING UTILITIES AND RECORD THEM ON THE CONSTRUCTION DOCUMENTS. CONTRACTOR SHALL BE RESPONSIBLE FOR REMEDIATION NECESSARY FOR NEW CONSTRUCTION.
2. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF NORMAN AND THE STATE OF OKLAHOMA.
3. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF NORMAN AND THE STATE OF OKLAHOMA.
4. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF NORMAN AND THE STATE OF OKLAHOMA.

SIDEWALK NOTES

1. INSTALL 12" WIDE 4" DEEP PRECASTED INTERLOCKING CONCRETE SIDEWALK.
2. INSTALL 12" WIDE 4" DEEP PRECASTED INTERLOCKING CONCRETE SIDEWALK.
3. INSTALL 12" WIDE 4" DEEP PRECASTED INTERLOCKING CONCRETE SIDEWALK.
4. INSTALL 12" WIDE 4" DEEP PRECASTED INTERLOCKING CONCRETE SIDEWALK.



SAND VOLLEYBALL PIT
 1" = 10'-0"
 0 10 20 30 FT



EXISTING BUILDING
 1" = 10'-0"
 0 10 20 30 FT



City of Norman
 Project Title: YFAC Outdoor Sports and Recreation Facility
 Project Team: [List of team members]
 Architect: JHBR architecture
 Construction Manager: [List of construction managers]

JHBR architecture
 2019
 1000 NORTH UNIVERSITY AVENUE, SUITE 100, NORMAN, OKLAHOMA 73069
 TEL: 405.881.1111 FAX: 405.881.1112
 WWW.JHBRARCHITECTURE.COM

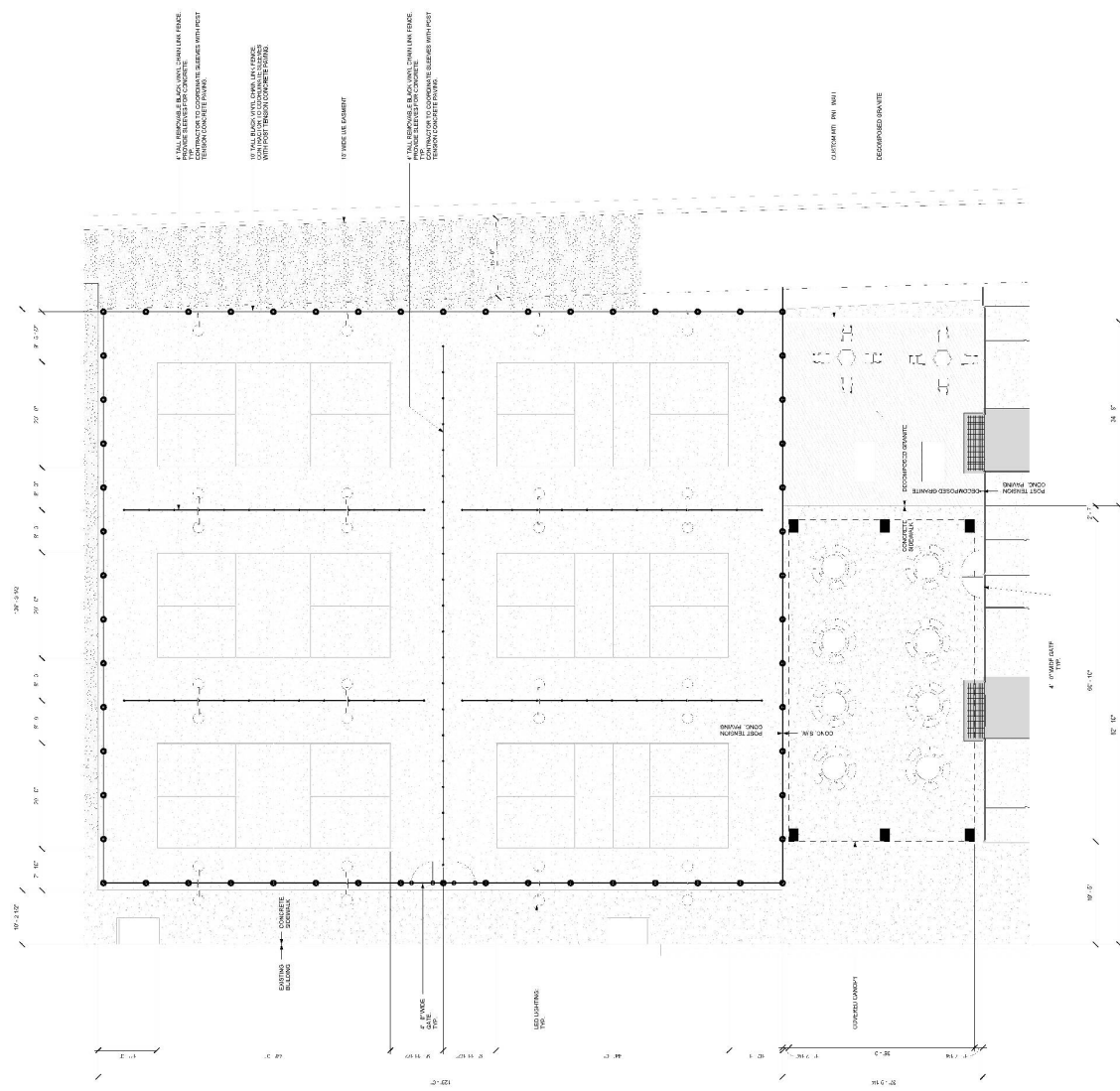
SITE LEGEND	DESCRIPTION
	MESH
	200
	NEW CONCRETE FINISH
	ARTIFICIAL TURF
	POST TENSION CONCRETE FINISH
	SAND
	HERSEPAD

GENERAL NOTES

- INSTALL MESH PER CONCRETE FINISH LINE PER SPECIFICATIONS. CONTRACTOR TO COORDINATE SUBMITTALS WITH PROJECT ARCHITECT.
- USE 4" x 4" x 1/2" REBAR FOR ALL CONCRETE. CONTRACTOR TO COORDINATE SUBMITTALS WITH PROJECT ARCHITECT.
- USE 4" x 4" x 1/2" REBAR FOR ALL CONCRETE. CONTRACTOR TO COORDINATE SUBMITTALS WITH PROJECT ARCHITECT.
- CONTRACTOR RESPONSIBLE FOR REBAR AND ALL CASTING FORMS DAMAGED BY SOLUTION OR CONSTRUCTION.
- CONTRACTOR RESPONSIBLE FOR REBAR AND ALL CASTING FORMS DAMAGED BY SOLUTION OR CONSTRUCTION.
- CONTRACTOR RESPONSIBLE FOR REBAR AND ALL CASTING FORMS DAMAGED BY SOLUTION OR CONSTRUCTION.

SIDEWALK NOTES

- INSTALL UP TO 4" OF 1/2" FINE AGGREGATE ON MATERIAL.
- INSTALL UP TO 4" OF 1/2" FINE AGGREGATE ON MATERIAL.
- INSTALL UP TO 4" OF 1/2" FINE AGGREGATE ON MATERIAL.
- INSTALL UP TO 4" OF 1/2" FINE AGGREGATE ON MATERIAL.
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- INSTALL UP TO 4" OF 1/2" FINE AGGREGATE ON MATERIAL.



City of Norman

Project Title: YAC Outdoor Sports and Recreation Facility

Project Team: Architecture

JHBR architecture

10000

Sheet Information: 22/209

Sheet Description: PICKLEBALL COURT AND PAVILION

Sheet Date: 09/2023

Scale: 1/8" = 1'-0"

Sheet No. A-101

PICKLEBALL COURT AND PAVILION

**RFP #2324-43
PROPOSAL FORM**

Page 1 of 2

Date: _____

Proposal From: _____
Company Name (Printed)

Company Address (Printed)

SECTION 1: YFAC PICKLEBALL COURTS (RFP#2324-43)

Item	Description	Unit	Qty	Unit \$	Total Cost
1.	Construction Proposal for one (1) 129' X 109' – 9.5" post-tensioned concrete slab built to serve as a six (6) court Pickleball facility in accordance with the attached design documents, specifications and recommendations from the USA Pickleball Association (USAPA). Bid is for the project mobilization and subsequent on-site grading, followed by construction and installation of all new concrete, fencing, lighting, net posts, nets, anchoring hardware, court surfacing and striping and all associated construction (as shown in the provided design documents) and as per the requirements of City of Norman RFP#2324-43; Items 14(a) through 14(i)	Lump Sum	1	_____	_____

Total Base Proposal \$ _____

Total Base Proposal in words

\$ _____

RFP #2324-43
PROPOSAL FORM
Page 2 of 2

PROPOSAL

STATE OF _____)

COUNTY OF _____)

_____ of lawful age, being first duly sworn, upon his oath deposes and says: That (s)he executed the accompanying proposal on behalf of the bidder therein named for the construction of the above improvement in the City of Norman, Oklahoma, and that (s)he had lawful authority to do so and said bidder has not directly nor indirectly entered into any agreement, expressed or implied, with any bidder or bidders, having for its object the controlling of the price or amount of such proposal or proposals, the paying to anyone any money for promotion to any bidder or bidders or other persons of any part of the contract or any part of the subject matter the proposal or proposals of the profits thereof, and that (s)he has not and will not divulge the sealed proposal on such public improvements to any persons whatsoever, except those having partnership or other financial interest with him/her in said proposal or proposals, until after the said sealed proposal or proposals are opened.

SIGNED: _____

Subscribed and sworn to before me, a Notary Public, in and for the State of _____,
County of _____ this _____ day of _____, 20_____.

Notary Public

My Commission Expires: _____

Commission Number: _____

BID AFFIDAVITS

The following affidavits are to accompany the bid:

A. **Non-Collusion Affidavit**

STATE OF _____)

COUNTY OF _____)

_____, of lawful age, being first duly sworn on oath says that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any government official or employee as to quantity, quality, or price in the prospective contract, of any other terms of said prospective contract; or in any discussions between bidders and any government official concerning exchange of money or other thing of value for special consideration in the letting of a contract; that the bidder/ contractor has not paid, given or donated or agreed to pay, give or donate to any officer or employee of the City of Norman (or other entity) any money or other thing of value, either directly or indirectly in the procuring of the award of a contract pursuant to this bid.

SIGNED: _____

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

Notary Public

My Commission Expires: _____

Commission Number: _____

B. Business Relationships Affidavit

STATE OF _____)

COUNTY OF _____)

_____, of lawful age, being first duly sworn, on oath says that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the nature of any partnership, joint venture, or other business relationship presently in effect or which existed within one (1) year prior to the date of this statement with the architect, engineer, or other party to the project is as follows:

Affiant further states that any such business relationship presently in effect or which existed within one (1) year prior to the date of this statement between any officer or director of the bidding company and any officer or director of the architectural or engineering firm or other party to the project is as follows:

Affiant further states that the names of all persons having any such business relationships and the positions they hold with their respective companies or firms are as follows:

(If none of the business relationships herein above mentioned exist, affiant should so state.)

By: _____

Title: _____

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

Notary Public

My Commission Expires: _____

Commission Number: _____

CERTIFICATE OF NONDISCRIMINATION

STATE OF _____)

COUNTY OF _____)

I, _____ do hereby certify that I am the _____
_____ of the _____, a corporation,
partnership, or sole proprietorship.

I further certify that I am the agent authorized by the bidder to submit the attached bid and have as of this date, submitted the attached bid to the City of Norman, Oklahoma.

I certify that if I am the successful Bidder on the Project, I will not discriminate against any persons on the basis of race, color, religion, ancestry, national origin, age, place of birth, disability, sex, sexual orientation, gender identity or expression, familial status, or marital status, including marriage to a person of the same sex. I will comply with all federal and state laws and executive orders concerning the subject of nondiscrimination. I agree to include the requirements of this Nondiscrimination Certificate in any subcontracts connected with the performance of the final Construction Contract.

By: _____

Title: _____

Sworn to and subscribed before me this ____ day of _____, 20__.

Notary Public

My commission expires: _____

FALSE INFORMATION AFFIDAVIT

STATE OF _____)

COUNTY OF _____)

_____, of lawful age, being first duly sworn, on oath says that (s)he is the Agent authorized by the Firm/Company of _____ to submit the above contract to the City of Norman, Oklahoma.

This affidavit further states that neither the bidding company nor any other company, owned or previously owned by anyone who is in an ownership or managerial capacity with the bidding company has ever knowingly submitted false information to the City.

Contractor

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

Notary Public

My Commission Expires: _____

Commission Number: _____

PLEASE SIGN AND EMAIL THIS PAGE TO
James.Briggs@normanok.gov
AS CONFIRMATION THAT YOU RECEIVED

RFP #2324-43
For
YFAC PICKLEBALL COURTS

Signature_____

Company Name_____

Contact Number_____

Address_____