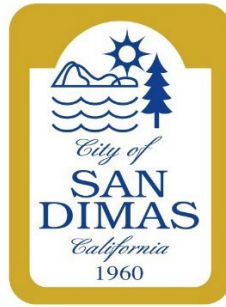


# REQUEST FOR BIDS

## SPORTSPLEX

### PICKLEBALL COURT CONVERSION



Deadline for submissions:  
Tuesday, September 30, 2025

Please direct questions or comments to:

Steven Farmer  
Landscape Manager  
City of San Dimas  
Parks & Recreation Department  
245 E. Bonita Avenue  
San Dimas, CA 91773  
(909) 394-6272

**CITY OF SAN DIMAS  
NOTICE INVITING INFORMAL BIDS  
CONSTRUCTION CONTRACT NO. 2025-08**

**BIDS MUST BE RECEIVED ON OR BEFORE:** TUESDAY, SEPTEMBER 30, 2025

**BIDS WILL BE OPENED ON:** WEDNESDAY, OCTOBER 1, 2025

**PLACE OF BID RECEIPT:** Parks & Recreation Department Front Desk Counter  
245 East Bonita Avenue, San Dimas, California 91773

**PROJECT IDENTIFICATION NAME:** SPORTSPLEX PICKLEBALL COURT CONVERSION  
CONSTRUCTION CONTRACT NO. 2025-08

**NOTICE IS HEREBY GIVEN** that the City of San Dimas, County of Los Angeles, California, will receive up to, but not later than, the time set forth above sealed contract bids for the award of a contract for the above project. All bids shall be made on the form furnished by the City and shall be opened by the Landscape Manager for review.

**DESCRIPTION OF WORK:** The SportsPlex Tennis Court to Pickleball Courts Conversion project consists of all labor, materials, transportation, tools and equipment to remove and replace the concrete tile, underlayment membranes, flashings, and structural repairs to the identified areas. The engineer's estimate for the cost of the work is \$34,000.

**OBTAINING CONTRACT DOCUMENTS:** Contract documents, may be obtained online at sandimasca.gov or by contacting Parks and Recreation Department at 909-394-6230.

Pursuant to the Labor Code of the State of California, the Director of Industrial Relations has determined the general prevailing rate of wages and employer payments for health and welfare, vacation, pension and similar purposes applicable to the work to be done. This rate and scale are on file with the Department of Public Works, and copies will be made available to any interested party on request. The contractor to whom the contract is awarded, and the subcontractors under him, must pay not less than these rates for this area to all workers employed in the execution of the contract.

**At the time of the award of the contract, the successful bidder shall possess a Class "A" (General Engineering) or Class "C-12" (Tennis Court Resurfacing) contractor's license.** Only a contractor registered with the Department of Industrial Relations ("DIR") to bid on public works contracts in California shall be permitted to submit a bid. Furthermore, only subcontractors registered with the DIR to bid on public works contracts in California shall be permitted to perform work or labor or render service under subcontract to the subject contractor, or be listed on the bid. Further, the project is subject to compliance monitoring and enforcement by the DIR.

In accordance with Public Contract Code section 22300, the bidder who is awarded the contract may substitute securities for retention moneys withheld by a public agency to ensure performance under this contract. The procedure and requirements for substituting said securities is set forth in Public Contract Code section 22300 which is incorporated by this reference as set forth herein.

The City reserves the right to reject any or all bids and to waive any irregularities or informalities in any bid or in the bidding and to make awards in the interest of the City. No bidder may withdraw his bid for a period of ninety (90) calendar days after the opening of bids.

CITY OF SAN DIMAS

For information, please call Landscape Manager, Steven Farmer at **909-394-6272**

\_\_\_\_\_  
/s/ Debra Black  
City Clerk

PUBLISHED: Inland Valley Daily Bulletin  
POSTED: September 15 & 22, 2025

## **The City of San Dimas**

The City of San Dimas is home to approximately 33,340 residents, who enjoy its beautiful open spaces and small-town charm. The City is a short commute to Los Angeles and other business centers in Southern California. It is a suburban City with planned business and shopping districts.

### **INTRODUCTION**

The City of San Dimas (“City”) is seeking proposals from qualified firms (“Bidder(s)”) to resurface and convert one tennis court into four pickleball courts at the San Dimas SportsPlex. The Scope of Work for the Project is listed in the Scope of Services section of this RFB document. Bids from qualified contractors must be received by email or post mail by Tuesday, September 30, 2025.

### **REQUIRED QUALIFICATIONS AND EXPERIENCE**

At the time of submittal, bidders must meet the following requirements:

Contractor’s Qualifications:

The Contractor shall meet all the following minimum qualifications:

1. Class “A” General Engineering or Class “C-12” Tennis Court Resurfacing Contractor License required
2. Registration with Department of Industrial Relations

The Contractor shall provide evidence of compliance with applicable permits where specifically required in these specifications. Additional evidence (copies of permits, etc.) shall be provided if requested by the City. The Contractor shall obtain all necessary permits related to the services at its own expense.

### **1. ATTACHMENTS**

The attachments below are included with this Request for Bids (RFB) for your review and submittal  
Attachment A – Bidder’s Information Form\*

Attachment B – Scope of Work

Attachment C – Specification & Plan

Attachment D – Cost Proposal Bid Form\*

The items identified with an asterisk (\*) shall be filled out, signed by the appropriate representative of the company and returned with submittal.

### **2. INSTRUCTIONS TO BIDDERS**

#### **2.1 Pre-Bid Meeting**

There is no pre-bid meeting scheduled at this time. Please see Scope of Work for information on work scope and specification.

## **2.2 Examination of Bid Documents**

The submission of a bid shall be deemed a representation and certification by the Bidder that they:

- 2.2.1 Have carefully read and fully understand the information that was provided by the City to serve as the basis for submission of this bid.
- 2.2.2 Have the capability to successfully undertake and complete the responsibilities and obligations of the bid being submitted.
- 2.2.3 Represent that all information contained in the bid is true and correct.
- 2.2.4 Did not, in any way, collude; conspire to agree, directly or indirectly, with any person, firm, corporation or other Bidder in regard to the amount, terms or conditions of this bid.
- 2.2.5 Acknowledge that the City has the right to make any inquiry it deems appropriate to substantiate or supplement information supplied by Bidder, and Bidder hereby grants the City permission to make these inquiries, and to provide any and all related documentation in a timely manner.

No request for modification of the proposal shall be considered after its submission on grounds that Bidder was not fully informed to any fact or condition.

## **2.3 Questions/Clarifications**

Should discrepancies or omissions be found in this RFB or should there be a need to clarify this RFB, questions or comments regarding this RFB must be put in writing and emailed to [sfarmer@sandimasca.gov](mailto:sfarmer@sandimasca.gov) no later than Tuesday, September 19, 2025. Responses from City will be published in an Addendum on city website by September 24, 2025. Inquiries received after the date and time stated will not be accepted and will be returned to senders without response.

## **2.4 Submission of Bids**

All Bids shall be submitted to:  
City of San Dimas Parks & Recreation  
Attn: Steven Farmer  
245 E. Bonita Ave., San Dimas, CA 91733  
or [sfarmer@sandimasca.gov](mailto:sfarmer@sandimasca.gov).

Bids must be received no later than Tuesday, September 30, 2025.

## **2.5 Bidder Withdrawal of Bids**

A Bidder may withdraw its bid at any time before the expiration of the time for submission of bids as provided in the RFB by emailing a written request for withdrawal signed by, or on behalf of, the Bidder.

## **2.6 Rights of the City of San Dimas**

This RFB does not commit the City to enter into a contract, nor does it obligate the City to pay for any costs incurred in preparation and submission of Bids or in anticipation of a contract. The City reserves the right to:

- Make the selection based on its sole discretion;
- Reject any and all proposals;
- Issue subsequent Requests for Bids;
- Postpone opening for its own convenience;
- Remedy technical errors in the Request for Bids process;
- Negotiate with any, all or none of the Bidders;
- Accept other than the lowest offer;
- Waive informalities and irregularities in the Bids and/or
- Enter into an agreement with another Bidder in the event the originally selected Bidder defaults or fails to execute an agreement with the City.

An agreement shall not be binding or valid with the City unless and until it is executed by authorized representatives of the City and of the Bidder.

### **3. PROPOSED TENTATIVE TIMELINE**

RFB Issued	September 11, 2025
Pre-Bid Questions	September 19, 2025
Bidder Proposals Due	September 30, 2025

### **4. INFORMATION TO BE SUBMITTED**

These instructions outline the guidelines governing the format and content of the bid and the approach to be used in its development and presentation. The intent of the RFB is to encourage responses that clearly communicate the Bidder's understanding of the City's requirements and its approach to successfully provide the products and/or services on time and within budget. Only that information which is essential to an understanding and evaluation of the bid should be submitted. Items not specifically and explicitly related to the RFB and proposal, e.g. brochures, marketing material, etc. will not be considered in the evaluation.

1. Completed Bidder's Information Form (Attachment A)
2. Cost Proposal Bid Form (Attachment D)

The fee information is relevant to a determination of whether the fee is fair and reasonable in light of the services to be provided. Provision of this information assists the City in determining the Contractor's understanding of the project, and provide staff with tools to negotiate the cost, provide in a table (See Table, Attachment D). Include any other cost and price information that would be contained in a potential agreement with the City.

**Attachment A- Bidder's Information Form**

**\*TO BE COMPLETED AND  
RETURNED BY SEPTEMBER 30, 2025**

BIDDER (please print):

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Contact person, title, email, telephone and email:

Bidder, if selected, intends to carry on the business as (check one):

Individual \_\_\_\_\_ Joint Venture \_\_\_\_\_ Partnership \_\_\_\_\_ Corporation \_\_\_\_\_ Other \_\_\_\_\_

**BIDDER'S SIGNATURE**

No bid shall be accepted which has not been signed in ink in the appropriate space below: By signing below, the submission of a proposal shall be deemed a representation and certification by the Bidder that they have investigated all aspects of the RFB, that they are aware of the applicable facts pertaining to the RFB process, its procedures and requirements, and they have read and understand the RFB.

1. If Bidder is INDIVIDUAL, sign here:

Date: \_\_\_\_\_

Bidder's Signature: \_\_\_\_\_

Bidder's name and title: \_\_\_\_\_

2. If Bidder is PARTNERSHIP or JOINT VENTURE; at least two (2) Partners shall sign here:

\_\_\_\_\_  
Member of the Partnership or Joint Venture

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Member of the Partnership or Joint Venture

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

3. If Bidder is a CORPORATION, the duly authorized officer shall sign as follows:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

## **Attachment B – Scope of Work**

### **PROJECT DESCRIPTION**

The City of San Dimas is requesting qualified Service Providers to submit Bids. The entire project is to take place at San Dimas Sports Plex in the City of San Dimas, in accordance with the specifications and conditions specified in the Request for Bids issued by the City of San Dimas. Request for Bids documents are available on [www.sandimasca.gov](http://www.sandimasca.gov) or by request to [sfarmer@sandimasca.gov](mailto:sfarmer@sandimasca.gov). Bids shall be received via email or post mail in the City of San Dimas, Parks and Recreation Department at the above indicated address on or before Tuesday, September 30, 2025 by 5:00 p.m. After the issuance of the Notice to Proceed, the Contractor should be prepared to start within 5 business days. The work shall be completed within twenty (20) working days.

### **SCOPE OF WORK**

Convert one (1) Tennis court to four (4) Pickleball Courts

- Power Wash Tennis Court
- Remove existing tennis net posts and fill hole with concrete to grade.
- Patch cracks and spalls
- Grind displaced areas on cracks so both sides are level.
- Provide and Install four (4) sets of Pickleball Posts, Sleeves and Nets, Core Drilled
- Apply one coat of re-surfacer, 100% latex acrylic mixed with #60 silica sand to smooth out the surface and provide a superior base for color coating.
- Apply two coats of Color, 100% latex acrylic, mixed with #90 silica sand for a medium speed of play.
- Color court to accommodate a total of (4) Pickleball Courts on 60 x 120 Tennis Court
- Stripe Play Lines, sharp and accurate to ASBA specifications • Lines to be white latex acrylic line paint unless otherwise specified.
- Remove and replace caulking.
- Grind edges for proper adhesion at center joint, at court division, and along the drain system.
- Install 80' of galvanized chain link fence (10' high) with 3' OD posts/caps between the courts

Project scope includes move-in costs, all material, equipment and labor paid at DIR mandated prevailing wage rates.

Bidder shall abide by all requirements imposed by the State of California and Los Angeles County in regards to Standard Specifications and General Provisions for the construction materials and construction methods as set forth in the "Standard Specifications for Public Works Construction," 2012 Edition. Please see Attachment C for Specification & Plan.

### **LOCATION OF THE WORK**

Notice is hereby given that the City of San Dimas, "City", Los Angeles County, California will receive bids for the conversion of one (East) tennis court into four pickleball courts at San Dimas SportsPlex, 793 Cypress St., San Dimas, CA.

## END OF SCOPE OF WORK

### Attachment C- Specification

Following the procedure specifications and recommendations per the manufacturer California Sports Surfaces/Plexi Pave.

- The repair and leveling of the tennis court playing surface.
- The application of three (3) coats of Plexi Pave acrylic court re-surfacer with silica sand to the tennis court playing surface.
- Application of three coats of Plexi Pave acrylic court re-surfacer with silica sand to the tennis court out of bounds area.
- Application of court colors:  
Tennis court - Pacific Blue  
Out of bounds area - Green.  
Court lines - White

**Project Site: San Dimas SportsPlex, 793 Cypress St San Dimas CA 91773**





**Attachment D– Cost Proposal Bid Form**

**\*TO BE COMPLETED AND  
RETURNED BY SEPTEMBER 30, 2025**

Contractor is Responsible to Verify Quantities Per Plan.

ITEM No.	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
1	Sports Plex Tennis Court conversion	1	LS	\$	\$

TOTAL PROPOSAL \$ \_\_\_\_\_

TOTAL PROPOSAL IN WORDS: \_\_\_\_\_

\_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SUBMITTED BY (PRINT): \_\_\_\_\_

SUBMITTED BY (SIGN): \_\_\_\_\_

STATE CONTRACTOR'S LICENSE NO. \_\_\_\_\_ CLASS: \_\_\_\_\_

DEPARTMENT OF INDUSTRIAL RELATIONS REGISTRATION NO. \_\_\_\_\_

### **Required conditions of contract**

Background Clearance. Pursuant to Education Code section 45125.1, City shall require all Contractors conduct criminal background checks of **ALL** employees assigned to the any work provided on the Pickleball Court, and shall certify that no employees who have been convicted of serious or violent felonies, as specified in California Education Code Section 4-5125.E City shall not allow any person who has not been cleared pursuant to this Section to provide any work on the Pickleball Court.

The contract shall include insurance and indemnification of both City and District. District shall receive the same insurance coverage provided to City by the primary contractor and shall be named as an additional insured on all liability insurance provided by the contractor, and such insurance shall include or be endorsed to provide that the contractor's insurance is primary and that any insurance and/or self-insurance maintained by District shall be excess to the insurance maintained by the contractor and any subcontractor(s) and shall not contribute to it. District shall provide the contractor and any subcontractor(s) with access to the SPLEX as necessary for the work, provided, however, that all access and work shall be scheduled and performed so as to minimize disruption of any activities of District on the Sports Plex.