Instructions to Bidders and Project Scope

Western Gateway Recreation and Park District | Ballfield Rehabilitation | RE-29-001

1 Prepare and submit your bid

Dates and location

Milestone	Date and time
Issue and bidding start / first newspaper publication	Issue and bidding start: October 29, 2026; first newspaper publication: October 29, 2026
Optional site/forms session	By appointment through Doug; any organized optional session announced to all plan holders
Written-question cutoff	Thursday November 5, 2026, 4 p.m.
Sealed bids due / public opening	Thursday November 12, 2026, 4 p.m.; public opening immediately afterward

Deliver to Western Gateway Recreation and Park District, 18560 Penn Valley Drive, Penn Valley, CA 95946. Mailing address: P.O. Box 597, Penn Valley, CA 95946. Mailed bids must be received by the deadline; the District is not responsible for late delivery. Mark the sealed envelope “Western Gateway Ballfield Rehabilitation Bid,” with the bidder name and current closing date/time.

Complete and return the Bid Submission Form

- Read these instructions, the project scope and Project Terms and Conditions. Complete all three pages of the fillable Bid Submission Form, including prices, subcontractors, declaration and certifications. Save, print and sign the offer, noncollusion declaration and bidder certifications. Return only that form and any needed continuation sheets in a sealed envelope. Do not return the reference documents.
- The form contains the same information identified in the newspaper notice as brief page 2 and the former Attachment A pages 3–4. Requirements and deadlines are unchanged.

Bids remain valid for 60 calendar days after opening. A missing required price, signature or form may make the bid nonresponsive, subject to the statutory rights preserved in Project Terms and Conditions.

Not due with the bid

No bid bond is required. Within 10 calendar days after notice of intended award, the apparent successful bidder provides the signed agreement, 100% performance bond, 100% payment bond, insurance certificate and required endorsements. Work schedule, product submittals, W-9 and District vendor forms remain postaward items. Comparable-project references are requested from the apparent low bidder under Project Terms and Conditions.

Questions and equal assistance

Contact Doug Fleming at doug@grantage.org to obtain the full package, register for addenda, ask questions or get help understanding forms. The same assistance is available to all bidders. Material answers go to all plan holders; changes are made only by written addendum. Oral statements do not change the documents. Each bidder prepares its own prices, methods and certifications.

Public works and award

California C-27 licensing, required DIR registration, prevailing wages, payroll, apprenticeship and subcontractor listing apply. This project is subject to DIR compliance monitoring and enforcement. Available funding: $120,729.62, including the single $12,000 irrigation allowance. Award requires a bid within available funding and lawful District action. The District may reject all bids. No work starts before a written Notice to Proceed; Project Terms and Conditions retains the 120-day completion period, subject to approved seasonal adjustments.

2 Project scope

Field 1 | Preferred sod rehabilitation

Approximately 60,000 SF of outfield: terminate existing vegetation, cut/remove to the District-designated onsite location, till and rough grade, provide soil amendments, and laser grade for smooth transitions and positive drainage. Preferred base project: install sports-turf sod. Separately state the net deduction to substitute seed or hydroseed over the same area as a cost-saving fallback. Proposed turf species/blend requires District acceptance.

Infield work: treat approximately 16,000 SF with 7 tons of Turface MVP or equal (280 bags at 50 lb), spread and compact. Include contractor turf management for 60 days, first mowing, and establishment/acceptance obligations in Project Terms and Conditions.

Field 2 | Limited repairs, not full-field replacement

Repair and seed approximately 10,000 SF of designated outfield patches, not the whole field. Use approximately 3.5 tons of fill to level low spots within those repair areas. Cut and level approximately 200 LF of grass-to-infield edge. Contractor shall supply, spread and blend twelve 50-lb bags of Turface MVP or equal. Include establishment and first mowing of contractor-treated turf. Any later volunteer work is separate, after handoff of the contractor's completed work, including required establishment care.

Field 3 | Infield rehabilitation

Treat approximately 11,000 SF of infield using 200 bags of Turface MVP or equal at 50 lb per bag, spread and compact. Preserve the technical protections, drainage requirements, work limits and exclusions in Project Terms and Conditions.

Irrigation, establishment and common limits

Include testing, routine adjustments and resetting existing heads in field prices. Retain one $12,000 District-controlled repair allowance. Anticipated repairs: Field 1, approximately 6–8 Hunter 25/40 rotor heads or equal (exact model to confirm) and six Rain Bird 1½-inch scrubber valves or equal; Field 2, approximately six Hunter rotor heads or equal. Repairs require prior written authorization and are paid from the allowance, not charged again in field prices.

Common limits/quantity exhibit: to be issued to all plan holders by addendum on November 6, 2026, if not included at release. Extend bid time if a material change requires it. No bidder may choose its own repair quantities. Exclude netting, bleachers, lighting and unrelated RV park work.