

CITY OF GROVE  
BID PACKET

Section I  
Notice to Bidder

The City of Grove is currently accepting bids for:

**Preparation and Painting of Municipal Pool**

The City of Grove is accepting sealed bids to prep and paint the municipal pool located at 801 E. 13<sup>th</sup> Street, Grove, OK 74344.

Bids must be in a sealed envelope marked **POOL PAINT BID** and received by Laura Davila, City Clerk, no later than 9:00 A.M.(CST) on February 18, 2025, at the City of Grove office at 1201 NEO Loop, Grove, Oklahoma 74344.

Specifications are included in the Bid Packet and are available at the above address, online [www.cityofgroveok.gov](http://www.cityofgroveok.gov) or call 918-786-6107 for a copy to be e-mailed, faxed or mailed.

For more information about the project please contact Craig Criger, Buildings & Grounds Superintendent, 918-964-1919.

The City of Grove reserves the right to reject any and/or all bids.

SEAL

Debbie Bottoroff  
City Manager

Laura Davila  
City Clerk

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BID PACKET

Section II  
Instruction to Bidders

A. SUBMISSION

All bids must be submitted in a sealed envelope marked: **POOL PAINT BID** and should include the bidder's name and address, bids will be received at:

Laura Davila, City Clerk  
City of Grove  
1201 NEO Loop  
Grove, Oklahoma 74344

Until: 9:00 A.M. (CST) on February 18, 2025

If the bid is forwarded by mail, the sealed envelope containing the bid must be enclosed in another envelope addressed to the City of Grove at the above address.

B. ACCEPTANCE OF BIDS

All bids shall "hold firm" after submission to the City for thirty (30) days.

The City reserves the right to reject any and/or all bids. The City reserves the right to accept the lowest responsible bidder.

The City reserves the right to negotiate particular aspect of the bid item and/or related optional items.

C. BID SPECIFICATIONS

Bid Specifications are included in Bid Packet. Bids shall be all-inclusive and include materials, labor and other incidental charges for the preparation and painting of the municipal pool as described in the specifications. Exceptions and/or inability to complete the work in the time specified may result in the Contractor not being considered.

It is the responsibility of the bidder to contact

Craig Criger, Buildings & Grounds Superintendent  
1201 NEO Loop Grove, Oklahoma  
918-786-6107 (office) or 918-964-1919 (cell)

to make arrangements to schedule an on-site visit prior to submitting a bid.

D. BID EVALUATION

Bid evaluation by the City of Grove will be based on a minimum of the following criteria: Completeness of bid documents; contractor's past performance; contractor's reliability factors; contractor's maintainability considerations; contractor's logistical and service support. The City of Grove shall be the sole judge of these criteria and their decision shall be final.

#### E. CLEAN-UP AND RESTORATION

Contractor is responsible for clean-up and removal of all debris resulting from contractor's work. The City reserves the right to expedite the clean-up and/or debris removal if the contractor does not satisfactorily complete the work or does not do so in a timely manner. If this occurs, the cost of clean-up and/or debris removal shall be withheld for the final payment to the contractor. Contractor is also responsible for the restoration of any damage to the grounds due to construction of the project. Restoration includes, but is not limited to, ground leveling, sod replacement, and repair of any damaged appurtenances or equipments.

#### F. ADDITIONAL INFORMATION

Additional information related to the project may be obtained by contacting:

Craig Criger, Buildings and Grounds Superintendent

City of Grove

1201 NEO Loop

Grove, Oklahoma 74344

918-786-6107 (office) 918-964-1919 (cell)

Additional information related to the Bid Packet may be obtained by contacting:

Debbie Bottoroff, City Manager

City of Grove

1201 NEO Loop

Grove, Oklahoma 74344

918-786-6107 (office)

#### G. FORMAT

All bids must be submitted in the format and utilizing the Bid Proposal provided in Section III, Bid Submission Requirements.

CITY OF GROVE  
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Section III  
Bid Submission Requirements

All bids must include the following information and must be submitted in the following order:

A. Bid Proposal

All bids must be submitted on the Bid Proposal, as provided in this section.

B. Non-Collusion Affidavit

A signed Non-Collision Affidavit, as provided in this section, must be submitted.

C. Literature

All bids must include manufacturer's literature, information, photographs, etc. for the particular proposed item in this bid packet.

D. Bid Bond

A Bid Bond in the amount of five percent (5%) of the total bid amount shall be attached to all bids as a guarantee that the successful bidder will, enter into a contract and file the required bonds no later than March 18, 2025. A cashier's check made out to the City of Grove may be submitted in lieu of a bid bond.

E. Bonds Required

Performance and Statutory Bonds, each in 100% of the bid amount, covering faithful performance, and payment of all obligations arising thereunder, will be required by the City of Grove. A warranty bond in the amount of 100% of the bid amount covering defective workmanship and materials will be required for a period of one year after acceptance of the project by the City of Grove. Premiums for the performance, statutory, and warranty bonds are to be included in this proposal.

The successful bidder shall deliver the required bonds no later than March 18, 2025. The bonds shall be dated on or after the date of the Notice of Award. The Bidder shall require the Attorney-in-fact who executed the required bonds on behalf of the surety to affix thereto a certified and current copy of the power of attorney.

F. Insurance

The policies of insurance shall be executed by insurance or indemnity carrier authorized to do business in the state of Oklahoma and shall in all respects conform to the required of the Governmental Tort Claim Act, Title 51 Oklahoma Statutes Section 151 et seq. With liability limits to be no less than the amount specified therein and with City to be an additional insured on all such required policies of insurance.

G. Construction Deadline and Penalty

The successful bidder hereby agrees to fully complete the project no later than May 5, 2025. The time will end when the purchaser accepts the project as complete. If construction extends past

May 5, 2025, the successful bidder will be PENALIZED \$100 per day starting on May 6, 2025 and every day thereafter until the project is accepted as complete by the purchaser. The total PENALTY will be deducted from the final payment of the purchaser to the contractor.

Weather days will be allowed as needed and must be approved by the City of Grove.

Failure to submit any of the items listed in this section may result in the rejection of the bid.

H. Warranty Information

The bidder must provide all warranty information in this proposed bid. The bidder must also provide the name and address of the nearest service location for the proposed bid item.

I. References.

The bidder must provide a minimum of three references of like jobs; municipalities preferred.

J. Contract

The successful bidder will be required to enter into a Contract with the City of Grove.

Failure to submit any of the items listed in this section may result in the rejection of the bid.

CITY OF GROVE  
BID PROPOSAL

Proposal of \_\_\_\_\_ (hereinafter called "Bidder"), organized and existing under the laws of the State of \_\_\_\_\_, doing business as \_\_\_\_\_\*, to the City of Grove (hereinafter called "Owner").

\*Insert "a corporation", "a partnership" or "an individual", as applicable.

In compliance with the Solicitation for Bids, Bidder hereby proposes to perform all labor and provide materials for preparation and painting of the municipal pool located at 801 E. 13<sup>th</sup> Street, Grove, OK per the bid specifications.

By submission of this bid, each Bidder certifies, and in the case of a joint bid each party certifies as to its own organization, that this bid has been arrived at independently, without consultation, communication or agreement as to any matter relating to this bid, with any other Bidder or with any competitor.

Bidder hereby agrees to fully complete the project no later than May 5, 2025.

**BID SCHEDULE**

Materials and Labor to prepare and paint the municipal pool per specifications	
<b>Total Bid Amount</b>	<b>\$</b>

**NOTE:** Bid must be submitted on Bid Proposal.

Bid submitted by: \_\_\_\_\_  
Company Name

Company Representative: \_\_\_\_\_  
Signature

Title: \_\_\_\_\_

Bid submitted on this \_\_\_\_ day of \_\_\_\_\_, 2025.

NON-COLLUSION AFFIDAVIT

STATE OF OKLAHOMA )  
 ) §  
COUNTY OF \_\_\_\_\_ )

\_\_\_\_\_, of lawful age, being first duly sworn upon oath, states 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 State, County or City official or employee as to quantity, quality or contract or in any discussions between bidders any State, County or City official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

\_\_\_\_\_  
Affiant

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Notary Public

My Commission Expires:  
\_\_\_\_\_

**NOTE:** This form must be submitted with the bid.

**CITY OF GROVE**

## **PREPARATION & PAINTING MUNICIPAL POOL BID SPECIFICATIONS**

Specifications are as follows:

- 1) Painted pool area to be brush blasted and cleaned, prior to painting.
- 2) Three (3) coats of White Tnemec N66HS Poymide Epoxy Paint or equal shall be applied to the floor and walls. Each coat of paint shall be 4 to 5 dry mils; total mil thickness is 12 to 15 dry mils.
- 3) Non-skid coating shall be applied in areas of three feet (3') of depth or less.
  - a. Immediately after the second coat is applied, sprinkle white silica sand into the wet film by hand.
  - b. After the paint has dried sweep up loose sand.
  - c. Apply additional thin coat to seal sand.
  - d. After completing ensure paint in this area is non slip, repeat if necessary.
- 4) Two (2) coats of Black Tnemec N66Hs Poymide Epoxy Paint or equal shall be applied to the swim lanes and wall targets. Each coat of paint shall be 4 to 5 dry mils thick; total mil thickness is 8 to 10 dry mils.
- 5) Contractor is responsible for clean-up and removal of all debris resulting from contractor's work. The City reserves the right to expedite the clean-up and/or debris removal if the contractor does not satisfactorily complete the work or does not do so in a timely manner. If this occurs, the cost of clean-up and/or debris removal shall be withheld for the final payment to the contractor. Contractor is also responsible for the restoration of any damage to the grounds due to construction of the project. Restoration includes, but is not limited to, ground leveling, sod replacement, and repair of any damaged appurtenances or equipments.

All materials purchased for the City of Grove preparation and painting of the municipal pool will be exempt from sales tax. The City of Grove will provide successful bidder with a Tax-Exempt letter.

Bids are due no later than 9:00 a.m. (CST) on February 18, 2025, and may be mailed or hand-delivered to Laura Davila, City Clerk at 1201 NEO Loop, Grove, Oklahoma 74344. Bids will not be accepted by e-mail or fax.