

Oconee County Board of Commissioners

Addendum 2

DATE: September 17, 2025
TO: All Prospective Bidders
FROM: Procurement Officer
RE: ITB# 26-08-003 OVP Tennis Court Facility Expansion

The following changes are to be incorporated into the solicitation documents dated **August 21, 2025**. All those receiving this addendum should modify their documents to show the below described changes.

- **Pre-Bid Meeting Minutes & Sign-In Roster**

***NOTE:** Some information provided in the minutes has changed since the meeting. All changes will be addressed in updated documents.

All questions shall be directed to Ms. Jessica Ellis, Procurement Officer via email at ocbids@oconee.ga.us

Jessica: We're going to go ahead and get started. There is a sign-in sheet going around. If you haven't had a chance to sign it, please do so before you leave. Also, if you have a business card, please leave one behind. I can't always read everybody's handwriting.

My name is Jessica Ellis. I'm the Procurement officer for Oconee County. Also representing the County today is Lisa Davol our Parks & Recreation Director, Pat Sebring our Parks & Recreation Deputy Director, Andy Dunston our Facility Supervisor, and Stacey Fowler our Parks Operations Manager.

We also have Kevin Hamby with Atlas Technical Consultants. He will be overseeing this project on behalf of the County. Lastly, we have Buck Bacon, Headley Wilson and Jason McClellan with W&A Engineering who are assisting the County as the engineer for the project.

We are all here today for the pre-bid meeting for ITB# 26-08-003. This solicitation was issued on the County's website and the State's procurement website on August 21st. Oconee County is soliciting bids from contractors interested in providing a tennis court expansion to include sixteen tennis courts, a parking lot expansion, and a tennis facility at Oconee Veterans Park. This meeting was mandatory, so attendance is required to submit a bid.

Just a few housekeeping things for the bid process. The minutes and the sign in sheet from today will be posted online, as well as emailed directly to any email address provided on the sign-in sheet. Any questions that we cannot answer today, we will provide the answer in the minutes. Any questions that come up after today's meeting have to be submitted in writing. My email address is in the bid documents, but it's ocbids@oconee.ga.us. The deadline for questions is going to be 5 p.m. on September 11th. Responses to any questions we receive will be posted online by 5 p.m. on September 18th.

We do consider this a Public Works project, so there's a couple of other things that we look at. Any bid submitted without a valid E-Verify affidavit will be rejected at the bid opening. Your bid submission should include a 5% bid bond, and the awarded bidder will be required to provide 100% payment and performance bonds after a Notice of Award is issued.

Submissions should be sealed and clearly marked OVP Tennis Court Facility Expansion. It should also have your company's name and address on the outside. Submissions can be hand delivered or mailed in. If you mail it in, make sure to give it plenty of time to get here. We've had some coming in late recently and they have to be rejected. Hand delivered bids need to be brought to the Finance Department. We are located in the County's new Administrative Building but are in an area not available to the public. You will need to come to the upstairs lobby and either use the kiosk to sign in that you are here or call the phone number listed for Finance and someone will come to meet you. We do not consider a bid as received until we have it in hand, and we have both initialed it.

The deadline to turn in a bid will be 10 a.m. on September 25th. Following that deadline, we'll have the bid opening in our upstairs conference room at the Administrative Building, where any bids we receive will be opened and recorded publicly. If there aren't any questions on the bid process, I will turn the meeting over to discuss the project and then we will open it up for questions.

One thing I forgot to mention was when this was posted on the State's procurement website, the design plan attachments were too large to upload. A link to the County's website was listed under the description where you can find the design plans.

Buck: We missed the introduction of Kjirsten Ogburn who is an architect with W&A. She is here representing Courtney Howard, our Architect of Record.

Headley: My name is Headley Wilson and this is Buck Bacon. We are the Engineers on this project. So as previously stated, we're building 16 new tennis courts. They will be post-tension concrete as of design right now. The facility includes new fencing, new lighting for the 16 new courts as well as the existing 8 courts, and new sidewalks. There's an existing detention facility currently out there that will be modified and expanded for the plans. There's additional grading that's involved. There's some retaining walls associated with the courts. They will be somewhat tiered, as you'll see when you take a deep dive into the plans. In between all the tennis courts, we have landscaped islands that go along with the sidewalks. The tennis facility building will include male and female restrooms, storage areas, a mechanical room and an office space. The irrigation system will be a design-build including some mandatory trees and landscaping.

We are modifying some of the existing utilities. The storm is currently all CMP so some will get replaced with the upgrade of a detention pond. There will also be a new sanitary sewer service line and water service line that connects to the new facility building.

We will be expanding the parking space both north and south of the existing parking area, which will include ADA spaces. Does anyone have any questions as of now?

Bidder: Are the 8 existing courts staying?

Headley: Yes. The only item that will be modified is the sidewalks between the courts. They will be demo'd and then modified to match the sidewalk and landscape configuration shown on the new proposed courts.

Bidder: Has the County considered building the tennis courts with asphalt instead of the post-tension concrete? The concrete normally wicks moisture which can cause the surface to peel off.

Headley: There has been discussion. Currently, the direction we have taken has been dictated by USTA requirements. We are open to exploring the asphalt if we want to do that as an add-alternate, but we need to discuss that with the OVP team after this.

Buck: A portion of this project is going to be funded by the USTA. They've reviewed the current plans and approved them, so any changes to these plans would have to go back through the review process. If we were to substitute the post-tension concrete with asphalt, that would require review and approval by USTA.

Bidder: The USTA does allow asphalt courts.

Bidder: Does the bid qualification of eight years of experience in tennis court construction apply to the GC or the Subs?

Jessica: If the GC does not intend to subcontract the tennis court installation part of the project, they will have to meet the criteria. If it is subcontracted out, that sub will need to meet the criteria.

Buck: Lisa, I think we have discussed this, but will the 8 existing tennis courts be closed to the public during construction?

Lisa: They will be closed as needed. If there are opportunities where they can be open, we'll open them up, but we will close them when necessary for construction. This can be coordinated between the awarded contractor and the parks.

Bidder: Does the opening and closing of the tennis courts relate to the \$5,000 liquidated damages? Seems like a hefty amount for a new project.

Jessica: Opening the tennis courts will be around the construction schedule. Only if there is an opportunity that doesn't interfere with construction will they be available to the public, which should not affect LD's.

Kevin: We'll talk about those LD's too.

****NOTE**** Liquidated Damages for this project will be \$1,500.

Bidder: Can you confirm the duration of the project?

Kevin: Project duration is approximately a year from the start of construction.

Bidder: Has a Geotech been done?

Buck: It has not.

Bidder: Will there be a rock allowance?

Kevin: Yes, we can add one.

Bidder: Does the county have a waste pit for rock?

Answer: We do not. Contractor will be responsible for a place to dispose of rock.

Buck: Lisa, will the walking path remain open or closed during construction?

Lisa: The walking path will be the same as the existing tennis courts. Open when we can. We won't close it completely but when construction warrants it, we will close it off on both sides of the work area. I can't promise that people won't walk through it, but we can set up barricades to encourage everyone to turn around.

Buck: Just to confirm, there is no expectation for the Contractor to provide a temporary trail?

Lisa: No.

Buck: Lisa, is there a preference to how the site would be accessed for construction traffic?

Lisa: Typically, the back section is closed so everyone should access the park from the front.

Pat: I just want to remind everyone this is a public park, and we have people here all the time, as well as activities going on. Please be aware of the safety aspect of it being a construction site.

Headley: Any other technical questions about the site land or architectural drawings?

Bidder: Is there a consideration for rock balance on the site? Reuse?

Buck: Currently there is not, but it could be considered.

Bidder: Will it be added to the bid form accordingly?

Jessica: Anything that we add or modified based on this meeting, an updated bid schedule reflecting the changes will be posted along with the minutes.

Bidder: Do you plan on doing a Geotech before the project?

Kevin: We'll have Geotech onsite during construction for testing and quality control but we're not going to go back and do one now.

Bidder: Can we drill?

Kevin: **Sure.**

Bidder: Who do we coordinate with for drilling?

Kevin: It sounds like everyone thinks there is a high probability of rock out here. The County may drill themselves. Buck, is drilling something we can get from you?

Buck: Absolutely. We'll take care of that.

Kevin: I can get GeoHydro here pretty quickly. We will take all this into consideration. The bid timeline will be extended if needed.

Jessica: We've had a lot of questions today, we could not answer, so we will get together, get answers to those. They will be provided in the minutes. Any questions after we leave today, just make sure you send those in via email to me. And just a reminder, if you didn't sign in before the meeting, please do before you leave. Thank ya'll for coming.

Oconee County Board of Commissioners
Pre-Bid Sign-in Roster

Solicitation Name OVP Tennis Court Facility Expansion Solicitation No. ITB# 26-08-003
Requesting Department Parks & Recreation Date & Time 9/3/25 at 2:00 pm

Name	Company	Email
Steve Lottinger	Signature Tennis Court	steve.lottinger@gmail.com
Greg Malcom	Garland Contractors	greg@garlandconstruction.com
Shannon Lucas	Bayne Development Group	shannon@baynedg.com
Brad Horne	Bayne Development Group	bhorne@baynedg.com
Shawn Springston	Strack Inc.	shawns@strackinc.com
Brian Scarborough	H&S Lighting & Electrical	bruno@handslighting.com
Nick Reiter	Smith & Company	nick.reiter@smithandco.net
Josh Twohig	Milestone Construction	jtwohig@milestone-gc.com
Travis Smith	Milestone Construction	tsmith@milestone-gc.com
Jonathan Morris	MAPP LLC	lmorris@mappbuilt.com
Brian Elliott	A&C Development	brian@acdevelopmentinc.com
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Headley Wilson	W&A Engineering	hwilson@waengineering.com

Buck Bacon	W&A Engineering	bbacon@waengineering.com
Kjirsten Ogburn	Relay Shop Architecture & Design	kj@realyshopga.com
Lisa Davol	OCPRD	ldavol@oconee.ga.us
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