

HABERSHAM COUNTY BOARD OF COMMISSIONERS

EXECUTIVE SUMMARY

Subject: Tennis/Pickleball Court Resurfacing Contract

Date: September 3, 2026

Budget Information:

- Funding Source: Rec Dept CIP Budget
- Annual:
- Capital:

ACTION REQUESTED

☒	Ratification
☐	POLICY DISCUSSION
☐	STATUS REPORT
☐	OTHER

Purpose: To request Commission approval of contract with Southeastern Tennis Courts, Inc. to resurface Tennis/Pickleball Court.

Background: On July 22, 2026, Habersham County released RFP 2027-03 TENNIS COURT RESURFACING which generated five (5) submissions. Southeastern Tennis Courts, Inc submitted the lowest proposal with a total cost of \$33,336.00. The approved budget for this project is \$28,000.00 resulting in an shortage of \$5,336.00. Habersham County Pickleball Club learned of the shortage and has volunteered to pay a significant portion of the difference. To be placed on Southeastern Tennis Courts Inc's schedule, they were awarded the contract with the understanding it would require approval by the Board of Commissioners.

Facts and Issues:

- a. RFP 2027-03 resulted in proposal that exceeded budgeted amount by \$5,336.00.
- b. Pickleball Club has volunteered to cover a significant portion of the difference.
- c. Contract was Awarded due to timing/scheduling issue.

Options:

- a. Ratify contract with Southeastern Tennis Courts, Inc
- b. Deny Master Agreement between Habersham County and Kimley-Horn
- c. Other defined Board of Commissioners action.

Recommended Sample Motion: Move to ratify contract with Southeastern Tennis Courts, Inc.

Administrative Comment:

County Manager: _____ Date: _____

STATE OF GEORGIA

CONTRACT RFP 2027-03

COUNTY OF HABERSHAM

TENNIS COURT RESURFACING

This agreement made and entered into this the _____ day of _____, 2026, by and between the Board of Commissioners of Habersham County, Georgia (Hereinafter referred to as "County") and **Southeastern Tennis Courts, Inc** (Hereinafter referred to as "Contractor").

Witnesseth:

Whereas the County intends to contract with **Southeastern Tennis Courts, Inc for RFP 2027-03**, herein referred to as the "Project" and has entered into an agreement for the necessary services provided by the project and whereas, the Contractor desires to perform the project and for the contract costs as detailed.

Habersham County's **RFP 2027-03 TENNIS COURT RESURFACING** issued on July 22, 2026, the Bidder's response (All originals are on file in the Habersham County Purchasing Department, 130 Jacob's Way Clarkesville, GA 30523), and this contract are all incorporated into and made a part of this agreement by reference.

Not to Exceed \$33,336.00

Attachments: All terms and conditions; Contractor's Bid response; Contractors cost data

If any paragraph, sub-paragraph, sentence, clause, phrase or any portion of this agreement shall be declared invalid or unconstitutional by any Court of competent jurisdiction or if the provisions of any part of this agreement as applied to any particular situation or set of circumstances shall be declared invalid or unconstitutional, such invalidity shall not be constructed to affect the portions of this agreement not so held to be invalid or the application of this agreement to other circumstances not so held to be invalid. It is hereby declared to be the intent of the parties to this agreement to provide for separate and divisible parts, and to hereby adopt any and all parts hereof as may not be held invalid for any reason.

In witness whereof, the parties hereto have hereunto set their hands and affixed their seals the day and year first above written.

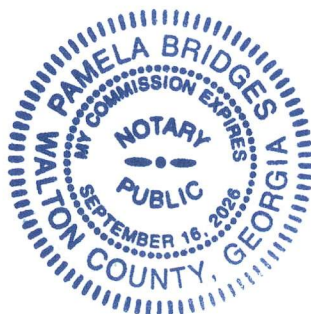
Subscribed and sworn to in our presence this _____ day of _____, 2026

Notary Comm. Exp.

Subscribed and sworn to in our presence this 31st day of August, 2026

Pamela Bridges
Notary Comm. Exp.

9-16-2026



Habersham County, Georgia

By: _____

Bruce Harkness

Chairman, Board of Commissioners

Contractor

By: [Signature]

Title: President

BID TABULATION

2027-03 TENNIS COURT RESURFACE

	CAROLINA SPORT	MATCH POINT	PRO TRACK	SIGNATURE	SOUTHEAST
Material:	\$57,000.00	\$30,700.00	\$26,240.00	\$14,700.00	\$20,000.00
Labor:	\$23,000.00	\$13,500.00	\$16,900.00	\$14,700.00	\$13,336.00
Other:	\$34,000.00	\$4,800.00	\$22,760.00	\$12,600.00	\$0.00
Total:	\$114,000.00	\$49,000.00	\$65,900.00	\$42,000.00	\$33,336.00

Sources



RFP 2027-03

Office of County Commissioners

130 Jacobs Way, Suite 302, Clarkesville, GA 30523

706-839-0200

www.habershamga.com

SUBMISSION PACKET

RFP 2027-03 TENNIS COURT RESURFACING

Habersham County Board of Commissioners is soliciting proposals for: RFP 2027-03 TENNIS COURT RESURFACING	
RFP Release Date:	Wednesday, July 22, 2026
Deadline for Proposal Questions:	Friday, August 7, 2026, at 10:00 AM EST
Mandatory Pre-Bid Meeting*:	Tuesday, August 4, 2026, at 10:00 AM EST
Proposal Due Date/Time:	Thursday, August 13, 2026, at 10:00 AM EST
Tentative Award date:	Wednesday, August 18, 2026

*The mandatory pre-bid meeting will be held at the Habersham County Tennis Courts located at 120 Paul Franklin Rd., Clarkesville, GA 30523.

SUBMIT RESPONSES TO:

Habersham County, Finance Department

“RFP 2027-03 TENNIS COURT RESURFACING”

130 Jacobs Way, Suite 302

Clarkesville, GA 30523

purchasing@habershamga.com

706-839-0200

Office of County Commissioners

RFP 2027-03 TENNIS COURT RESURFACING

Proposals Due Thursday, August 13, 2026, at 10:00 AM EST

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Submittal Requirements

Each bidder must submit their **bid/proposal packet** and completed **vendor packet**, enclosed in a sealed envelope or box, and marked with the bidders' name, address and labeled: "RFP 2027-03 TENNIS COURT RESURFACING" and addressed to:

Habersham County Finance Dept.

130 Jacobs Way, Suite 302

Clarkesville, GA 30523

Proposals shall be received no later than 10: AM Thursday, August 13, 2026 at Habersham County's Administration Building at 130 Jacobs Way, Clarkesville, GA 30523, at which time and place all proposals will be publicly opened and acknowledged.

All proposals shall constitute, for a period of 90 calendar days, an irrevocable offer to provide the goods/services set forth in the specification and proposal.

Hand delivered copies may be delivered to the above address ONLY between the hours of 8:00 AM and 5:00 PM, Monday through Friday, to the Board of Commissioners Office, Suite 302 located on the top floor, excluding holidays observed by the Habersham County Board of Commissioners. For a complete listing of holidays, please visit www.habershamga.com.

Qualifications and Experience

Proposals must provide the following information to establish the qualifications and experience of the Bidder:

1. Certification that the Bidder or its officers or any predecessor companies are not under any part of the Bankruptcy Act nor ever filed under the Bankruptcy Act within the previous seven years.
2. References must be submitted.

Open Records Requests

Information submitted for bids/proposals and associated documentation are subject to open records requests. For more information, please visit www.habershamga.com/open-records-request.

Terms & Conditions

1. The initial term of a contract awarded as a result of this RFP shall be from date of award through completion of contract.
2. Submittals received after the due date and time will not be considered. Modifications received after the due date will not be considered. The Habersham County Government assumes no responsibility for the premature opening of a proposal not properly addressed and identified, and/or delivered to the improper designation.
3. Habersham County reserves the right to reject any and all proposals. The County will not discriminate against any vendor submitting a proposal because of race, creed, color, national origin, or handicap. The County is an equal opportunity employer.
4. Habersham County encourages all proposers to promote opportunities for diverse business, including Minority Business Enterprises ("MBE"), Female Business Enterprises ("FBE"), and Small Business Enterprises ("SBE") to be included as sub-consultants and/or bidders. However, nothing herein should be construed to indicate that a MBE, FBE, or SBE may not apply and be selected independently. MBEs, FBEs, and SBEs that meet qualifications of this RFP are encouraged to submit their proposals for consideration.
5. Habersham County reserves the right to exercise discretion and apply its judgement with respect to all proposals submitted. The County also reserves the right to reject all proposals, either in part or in its entirety, or to request and obtain, from one or more of consulting firms submitting proposals, supplementary information as may be necessary for County staff to analyze the proposals.
6. Habersham County may elect to award a contract in multiple phases, as is deemed to be in the County's best interest. Should the County award projects in phases, the County reserves the right to award the phases to the same firm. All proposals submitted in response to the RFP become property of Habersham County and public records and will be subject to public view.
7. All proposals shall constitute, for a period of 90 calendar days, an irrevocable offer to provide the goods/services set forth in the specifications and proposal.
8. At no time shall the successful vendor reproduce Habersham County's logo, return address or any other identifying or proprietary information for any other purpose. Also, the vendor shall not use Habersham County in any advertisements without the written consent of the County. Refer to https://www.habershamga.com/document_center.cfm?fid=277&ysnDC=1; County Commissioners Documents and Information; to download a copy of the Application for Permission to Use County Logo.
9. Habersham County Government is tax exempt. The selected vendor will be provided with Habersham County's Sales and Use Tax Certificate of Exemption number upon request.
10. All bidders will be required to provide a Certificate of Insurance as proof of insurance and Workman's Compensation Insurance while under contract with Habersham County. Workman's Compensation Insurance should be as required by the State of Georgia.

11. Habersham County follows the purchasing policies and procedures adopted on October 21, 2024, through Habersham County Ordinance to Chapter 1; Article 4, Division 2. Refer to http://www.habershamga.com/document_center.cfm?fid=339&synDC=1; Finance Department Policies; for complete document.

Insurance Coverage Requirements

ALL BIDDERS MUST FURNISH PROOF OF LIABILITY INSURANCE, WORKER'S COMPENSATION LIABILITY INSURANCE, AND ANY OTHER INSURANCE REQUIRED BY APPLICABLE STATE, FEDERAL, AND ADMINISTRATIVE LAW.

Such proof shall be submitted with the bid/proposal and show evidence of insurability satisfactory to Habersham County as to form and content. If the proposal is selected by the County, the Bidder must maintain, at a minimum, the insurance policies and minimums indicated in the selected proposal. If the Bidder maintains broader coverage and/or higher limits than shown in the proposal, Habersham County shall be entitled to coverage for the higher limits maintained by the Bidder.

Any and all Insurance Coverage(s) and Bonds required under the terms and conditions of the contract shall be maintained during the entire length of the contract, including any extensions or renewals thereto, and until all work has been completed to the satisfaction of Habersham County. Evidence of said insurance coverages shall be provided on or before the inception date of the Contract.

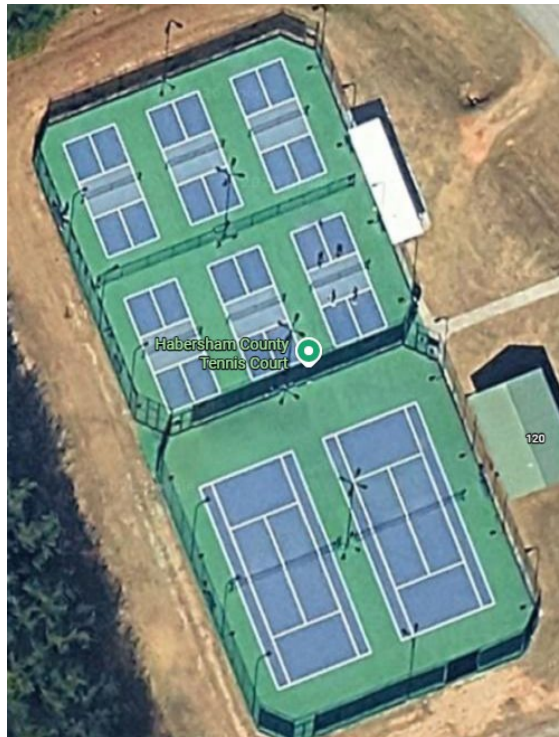
Bidder shall provide written notice to Habersham County immediately if it becomes aware of or receives notice from any insurance company that coverage afforded under such policy or policies shall expire, be cancelled or altered.

Certificates of Insurance are to list Habersham County Government, its' Officers, Officials and Employees as an Additional Insured (except for Workers' Compensation and Professional Liability). This insurance shall apply as Primary Insurance before any other insurance or self-insurance, including any deductible, non-contributory, and Waiver of Subrogation provided in favor of Habersham County. If Habersham County shall so request, the Bidder will furnish the County for its inspection and approval such policies of insurance with all endorsements, or confirmed specimens thereof certified by the insurance company to be true and correct copies.

The obligations for the Bidder to procure and maintain insurance shall not be constructed to waive or restrict other obligations. It is understood that neither failure to comply nor full compliance with the foregoing insurance requirements shall limit or relieve the Bidder from any liability incurred as a result of their activities/operations in conjunction with the Contract and/or Scope of Work.

Scope of Work and Instructions to Bidders

Habersham County is seeking proposals from qualified contractors for the resurfacing of the existing tennis and pickleball courts located at 120 Paul Franklin Rd, Clarkesville, GA 30523. The purpose of the project is to restore and enhance the court surfaces at the county's public tennis and pickleball facility. The complex is comprised of two (2) full sized tennis courts and six (6) pickleball courts. The project includes crack repair, surface preparation, resurfacing, striping and all related work necessary to deliver a safe, durable, and high-quality athletic facility. Contractor will be responsible for all labor and material necessary to complete project. **All proposals will be evaluated with a combination of cost and warranty.**



Approximate dimensions: 110' x 240'. 26,400 Sq. Ft.

Questions and Interpretations

No inquiries or interpretation of meaning concerning this Request for Proposal will be made to any interested party orally. Every inquiry or request for interpretation should be made in writing via e-mail. All inquiries and requests for interpretation should be sent via e-mail to purchasing@habershamga.com. All questions and all answers will be posted on the website <https://www.habershamga.com/bids>. It will be the responsibility of interested parties to periodically check the website for any new information.