



Boone County, Kentucky

---

INVITATION FOR BID # BCFY22-27

# TEE BOX RENOVATION AT LASSING POINTE GOLF COURSE, BOONE COUNTY, KENTUCKY

ACCEPTANCE DATE: December 16, 2021 at 2pm (Local Time)

ACCEPTANCE  
PLACE

Boone County Fiscal Court  
2950 Washington Street  
PO Box 960  
Finance Office c/o Procurement Officer  
2<sup>nd</sup> Floor Administration Building  
Burlington, Kentucky 41005

**MANDATORY  
PRE-BID SITE  
VISIT**

Prior to December 15, 2021, at 5PM.  
Schedule by contacting [jpacak@boonecountyky.org](mailto:jpacak@boonecountyky.org)  
Lassing Pointe Golf Course Clubhouse  
2266 Double Eagle Drive  
Union, KY 41091

Requests for information related to this Invitation should be directed to:

Justin Pack  
E-mail address: [jpacak@boonecountyky.org](mailto:jpacak@boonecountyky.org)

Issue Date: December 2, 2021

ANYONE IN NEED OF ANY REASONABLE ACCOMMODATION FOR ANY TYPE OF DISABILITY IN ORDER TO PARTICIPATE IN THIS PROCUREMENT, SHOULD CONTACT THE HUMAN RESOURCES OFFICE AS SOON AS POSSIBLE.

The Boone County Fiscal Court will receive sealed bids in the Finance Office c/o Procurement Officer, Second Floor, Administration Building, 2950 Washington Street, Burlington, Kentucky 41005, until 2:00 p.m., local time, December 16, 2021, from businesses interested in bidding for **Tee Box Renovation at Lassing Pointe Golf Course, Boone County, Kentucky**. The services to Boone County will include designing and constructing a renovation of two Tee Box Complexes at Lassing Pointe Golf Course in Union, KY. Bids will be accepted until 2:00 p.m. Local Time, Thursday, December 16, 2021, and will be opened at that time in the Fiscal Courtroom, First Floor, Administration Building. Late, electronically submitted or facsimile bids will not be accepted.

All interested bidders are required to attend a **mandatory pre-bid site visit** to view the project limits at the Lassing Pointe Golf Course Clubhouse, 2266 Double Eagle Drive, Union, KY, 41091. Site visits can be scheduled by emailing the Director of Golf Course Grounds, Justin Pack at [jpack@boonecountyky.org](mailto:jpack@boonecountyky.org). Prospective bidders will sign-in at the visit. Site visits must be scheduled and completed no later than 5pm on December 15, 2021.

**BID ENVELOPE MUST BE LABELED: "SEALED BID: TEE BOX RENOVATION AT LASSING POINTE GOLF COURSE, BOONE COUNTY, KENTUCKY."** Envelopes must also be labeled with the name and address of the vendor submitting the bid.

Any qualified firm or individual interested in offering these services may obtain a copy of the Invitation to Bid information on the Boone County, Kentucky website or by calling Justin Pack at 859-334-3509. The hearing and/or speech-impaired may call 1-800-648-6057 and an interpreter will call the County for you.

Boone County reserves the right to reject any and all Bids, to waive any informalities and to negotiate for the modifications of any Bid or to accept that Bid which is deemed the most desirable and advantageous from the standpoint of customer value and service and concept of operations, even though such Bid may not, on its face, appear to be the lowest and best price. No Bid may be withdrawn for a period of thirty (30) days after scheduled time of receipt of Bids.

The Boone County Fiscal Court is an Equal Opportunity Employer. WBE/MBE firms are encouraged to respond to this Invitation to Bid.

#### KENTUCKY PREFERENCE LAW

The scoring of bids/proposals is subject to Reciprocal preference for Kentucky resident bidders and Preferences for a Qualified Bidder or the Department of Corrections, Division of Prison Industries. \*Vendors not claiming resident bidder or qualified bidder status need not submit the corresponding affidavit.

# **SPECIFICATIONS**

## **1. General**

The Boone County Fiscal Court is seeking bids from qualified golf course construction specialists to renovate two golf course tee complexes at Lassing Pointe Golf Course in Union, Kentucky. The two tee complex renovations are located on holes 2 and 11. This project will include contractor owned equipment and all materials necessary to complete the project.

Bidding shall include both the cost per each hole and a price for both holes with any discounts for the award of both tee complexes, if applicable. The Fiscal Court may award the project for one or both holes.

## **2. Project Overview**

The project areas encompasses Holes 2 and 11 at Lassing Pointe Golf Course. The County desires to re-design the existing tee box complex at each hole to enlarge the playing area, promote appropriate drainage, ensure proper irrigation, ensure level grades and enhance the function for golfers. Following the mandatory pre-bid site visit and walk-through, prospective bidders will be required to submit an appropriate preliminary sketch of the anticipated design and a lump sum cost for the project, per hole. Bidders are required to indicate an anticipated timeline with availability for start date. This is to be a turn-key project for the golf course.

## **3. Project Details/ Scope of Work**

The specifications for tee renovation are per the following:

- Strip and dispose of existing turf – haul to on-sight dump area
- Excavation – Shape tees to the vision of Tee Renovation Project Manager as demonstrated by attached preliminary tee box design
- Laser grade subgrade
- Install ADS 4-inch perforated drainage in top of tee area
- Haul and install a consistent 6-inch layer of rootzone mix over tee top area
- Realign irrigation system to provide adequate coverage of tee boxes (5 to 6 new heads per hole) Provide all required materials.
- Laser level tee box limits
- Fine grade and prepare for Bentgrass seed or sod
- Grassing, seed or sod

### **NOTES:**

- 1) Tee complex for hole 2 to be renovated to approximately 8500 sq. ft.
- 2) Tee complex for hole 11 to be renovated to approximately 9000 sq. ft.

#### **4. Grass and Sod**

Bidders are asked to provide a lump sum cost for sodding the playing areas with Bentgrass (type must be identified on bid sheet and will be approved by Golf Course) and the disturbed limits of the project with Fescue sod (type must be identified on bid sheet and will be approved by Golf Course), as well as, an alternate lump sum cost for seeding both the playing area and disturbed limits with Bentgrass in areas of play (tee box) (type must be identified on bid sheet and will be approved by Golf Course) and Fescue grass within disturbed limits (type must be identified on bid sheet and will be approved by Golf Course).

### **BID REQUIREMENTS**

#### **1. Eligibility**

To be eligible for award, the contractor shall be licensed to do business in the State of Kentucky. The amount of the bid shall not exceed the license limit. The contractor's bid shall describe general relevant corporate experiences in constructing projects similar to the one described in this ITB.

#### **2. Materials**

The contractor shall provide all materials, equipment and labor needed to meet the terms of this bid.

#### **3. Worksite Care**

Contractor must be able to work within varying terrains, conditions and sites including sensitive areas that may include irrigation systems, cart paths and typical conditions within a golf course. Contractor must provide services with care necessary to protect property and assets including golf tees, greens, fairways, irrigation systems, equipment, buildings and other real and personal property. Contractor will be responsible for coordinating project when course is open. Bidder shall be responsible for any damage to personal or real property, including golf course greens, tees, fairways and irrigation systems, except for minor site damage naturally resulting from the scope of work and identified in writing prior to commencing the work.

#### **4. Worksite Conditions**

The Bidder, or their representative, shall make personal investigation of the site and structures prior to performing work and shall determine to their own satisfaction the conditions to be encountered, the nature of the ground, the difficulties involved in making connections to existing structures and pipes, and any and all other factors affecting the work proposed under the Contract. The Bidder to whom the Contract is awarded shall not be entitled to any additional compensation by reason of conditions being different from

those anticipated or by reason of their failure to fully acquaint themselves with the conditions at the site affecting the work once work has commenced.

## **5. Required Submittals**

With submittal of bid, the contractor shall furnish a complete bid including lump sum pricing for final design, excavation, grading, preparation and construction of new tee box complexes and restoring disturbed areas of the course. Options for seeding the entire project limits versus sod in the tee box complex and seeding disturbed limits are requested. Bidder must provide a preliminary design sketch which demonstrates the vision for the project and basis for bid. (Design will be considered preliminary and may change with consultation with Director of Grounds). Written description of the project must be included with bid pricing. Lump sum pricing per hole is required and lump sum price for both with any discounts for multiple holes, if applicable. All attached forms must be submitted as required.

Bid **MUST** include:

1. Preliminary Sketch per hole (hand drawn, CAD or alternate will be accepted)
2. Written narrative describing project per hole
3. Lump sum price per hole/ total project including both holes with discounts, if applicable
4. Option for sodding tee box/disturbed areas and seeding both tee boxes and disturbed areas as identified in "Specifications Section 4."
5. Anticipated timeline for implementation
6. Exceptions sheet
7. W-9
8. Signed Bid Sheet
9. Certificate of Insurance

## **6. Insurance**

The contractor will be required to provide proof of insurance including general liability, automobile liability and workers compensation for the duration of the contract. General liability insurance shall be maintained in the amount no less than \$500,000 per accident for bodily injury and \$500,000 per incident for property damage with a minimum of one \$1,000,000 in excess liability coverage. Automobile Liability insurance shall be maintained in the amount of \$500,000 per occurrence for bodily injury and \$500,000 per occurrence for property damage. Workers compensation shall be consistent with statutory requirements.

## **7. Permits and Local Codes**

The Contractor shall obtain, at their expense, all other required local licenses and permits and shall comply with any federal, state or local statutes or regulations pertaining to the contracted services.

## **8. Bid Response**

The bid of the successful contractor will be incorporated into the project contract and will become a part of the subsequent contractual documents. Failure to accept this obligation will result in the cancellation of any award. Any damages accruing to Boone County Fiscal Court, as a result of the contractor's failure to contract, will be recovered from the contractor. The successful contractor shall enter into a contract for the performance of the work bid and the contract shall incorporate all applicable provisions of this bid. Boone County Fiscal Court reserves the right, in its sole discretion, to award the contract to another contractor if contract negotiations do not appear successful.

## **9. Mandatory Pre-Bid Site Visit**

All interested bidders are required to attend a mandatory pre-bid site visit to view the project limits at the Lassing Pointe Golf Course Clubhouse, 2266 Double Eagle Drive, Union, KY, 41091. Site visits can be scheduled by emailing the Director of Golf Course Grounds, Justin Pack at [jpach@boonecountyky.org](mailto:jpach@boonecountyky.org). Prospective bidders will sign-in at the visit. Site visits must be scheduled and completed no later than 5pm on December 15, 2021.

## **10. Questions**

All questions pertaining to this invitation to bid must be submitted in writing to Justin Pack, [jpach@boonecountyky.org](mailto:jpach@boonecountyky.org) by 5pm on December 13, 2021. Answers will be posted to the website at [https://cms7.revize.com/revize/boonecountyky/government\\_administration/current\\_request\\_for\\_proposals\\_rfp\\_s/index.php](https://cms7.revize.com/revize/boonecountyky/government_administration/current_request_for_proposals_rfp_s/index.php) as an addendum to the invitation to bid.

# EXCEPTION SHEET

---

**Signature required if Exceptions**

## KENTUCKY PREFERENCE LAWS

The scoring of bids/bids is subject to Reciprocal preference for Kentucky resident bidders and Preferences for a Qualified Bidder or the Department of Corrections, Division of Prison Industries. **\*Vendors not claiming resident bidder or qualified bidder status need not submit the corresponding affidavit.**

### **Reciprocal preference for Kentucky resident bidders**

#### **KRS 45A.490 Definitions for KRS 45A.490 to 45A.494.**

As used in KRS 45A.490 to 45A.494:

- (1) "Contract" means any agreement of a public agency, including grants and orders, for the purchase or disposal of supplies, services, construction, or any other item; and
- (2) "Public agency" has the same meaning as in KRS 61.805.

#### **KRS 45A.492 Legislative declarations.**

The General Assembly declares:

- (1) A public purpose of the Commonwealth is served by providing preference to Kentucky residents in contracts by public agencies; and
- (2) Providing preference to Kentucky residents equalizes the competition with other states that provide preference to their residents.

#### **KRS 45A.494 Reciprocal preference to be given by public agencies to resident bidders -- List of states -- Administrative regulations.**

- (1) Prior to a contract being awarded to the lowest responsible and responsive bidder on a contract by a public agency, a resident bidder of the Commonwealth shall be given a preference against a nonresident bidder registered in any state that gives or requires a preference to bidders from that state. The preference shall be equal to the preference given or required by the state of the nonresident bidder.
- (2) A resident bidder is an individual, partnership, association, corporation, or other business entity that, on the date the contract is first advertised or announced as available for bidding:
  - (a) Is authorized to transact business in the Commonwealth; and
  - (b) Has for one (1) year prior to and through the date of the advertisement, filed Kentucky corporate income taxes, made payments to the Kentucky unemployment insurance fund established in KRS 341.490, and maintained a Kentucky workers' compensation policy in effect.
- (3) A nonresident bidder is an individual, partnership, association, corporation, or other business entity that does not meet the requirements of subsection (2) of this section.
- (4) If a procurement determination results in a tie between a resident bidder and a nonresident bidder, preference shall be given to the resident bidder.
- (5) This section shall apply to all contracts funded or controlled in whole or in part by a public agency.
- (6) The Finance and Administration Cabinet shall maintain a list of states that give to or require a preference for their own resident bidders, including details of the preference given to such bidders, to be used by public agencies in determining resident bidder preferences. The cabinet shall also promulgate administrative regulations in accordance with KRS Chapter 13A establishing the procedure by which the preferences required by this section shall be given.



(7) The preference for resident bidders shall not be given if the preference conflicts with federal law.

(8) Any public agency soliciting or advertising for bids for contracts shall make KRS 45A.490 to 45A.494 part of the solicitation or advertisement for bids.

The reciprocal preference as described in KRS 45A.490-494 above shall be applied in accordance with 200 KAR 5:400.

### **Determining the residency of a bidder for purposes of applying a reciprocal preference**

Any individual, partnership, association, corporation, or other business entity claiming resident bidder status shall submit along with its response the attached Required Affidavit for Bidders, Offerors, and Contractors Claiming Resident Bidder Status. The BIDDING AGENCY reserves the right to request documentation supporting a bidder's claim of resident bidder status. Failure to provide such documentation upon request shall result in disqualification of the bidder or contract termination.

A nonresident bidder shall submit, along with its response, its certificate of authority to transact business in the Commonwealth as filed with the Commonwealth of Kentucky, Secretary of State. The location of the principal office identified therein shall be deemed the state of residency for that bidder. If the bidder is not required by law to obtain said certificate, the state of residency for that bidder shall be deemed to be that which is identified in its mailing address as provided in its bid.

### **Preferences for a Qualified Bidder or the Department of Corrections, Division of Prison Industries.**

Pursuant to 200 KAR 5:410, and KRS 45A.470, Kentucky Correctional Industries will receive a preference equal to twenty (20) percent of the maximum points awarded to a bidder in a solicitation. In addition, the following "qualified bidders" will receive a preference equal to fifteen (15) percent of the maximum points awarded to a bidder in a solicitation: Kentucky Industries for the Blind, any nonprofit corporation that furthers the purposes of KRS Chapter 163 and any qualified nonprofit agencies for individuals with severe disabilities as defined in KRS 45A.465(3). Other than Kentucky Industries for the Blind, a bidder claiming "qualified bidder" status shall submit along with its response to the solicitation a notarized affidavit which affirms that it meets the requirements to be considered a qualified bidder- affidavit form included. If requested, failure to provide documentation to a public agency proving qualified bidder status may result in disqualification of the bidder or contract termination.

**REQUIRED AFFIDAVIT FOR BIDDERS, OFFERORS AND CONTRACTORS  
CLAIMING RESIDENT BIDDER STATUS (NOT REQUIRED)**

**FOR BIDS AND CONTRACTS IN GENERAL:**

The bidder or offeror hereby swears and affirms under penalty of perjury that, in accordance with KRS 45A.494(2), the entity bidding is an individual, partnership, association, corporation, or other business entity that, on the date the contract is first advertised or announced as available for bidding:

- Is authorized to transact business in the Commonwealth;
- Has for one year prior to and through the date of advertisement
- Filed Kentucky income taxes;
- Made payments to the Kentucky unemployment insurance fund established in KRS 341.49; and
- Maintained a Kentucky workers' compensation policy in effect.

The BIDDING AGENCY reserves the right to request documentation supporting a bidder's claim of resident bidder status. Failure to provide such documentation upon request shall result in disqualification of the bidder or contract termination.

_____	_____
Signature	Printed Name
_____	_____
Title	Date
Company Name	_____
Address	_____
	_____
	_____

Subscribed and sworn to before me by \_\_\_\_\_ (Affiant) \_\_\_\_\_ (Title)

of \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
(Company Name)

\_\_\_\_\_  
Notary Public  
[seal of notary] My commission expires: \_\_\_\_\_

**REQUIRED AFFIDAVIT FOR BIDDERS, OFFERORS AND CONTRACTORS**  
**CLAIMING QUALIFIED BIDDER STATUS (Not Required)**

**FOR BIDS AND CONTRACTS IN GENERAL:**

I. The bidder or offeror swears and affirms under penalty of perjury that the entity bidding, and all subcontractors therein, meets the requirements to be considered a "qualified bidder" in accordance with [200 KAR 5:410\(3\)](#); and will continue to comply with such requirements for the duration of any contract awarded. Please identify below the particular "qualified bidder" status claimed by the bidding entity.

\_\_\_\_\_ A nonprofit corporation that furthers the purposes of KRS Chapter 163

\_\_\_\_\_ Per KRS 45A.465(3), a "Qualified nonprofit agency for individuals with severe disabilities" means an organization that:

- (a) Is organized and operated in the interest of individuals with severe disabilities; and
- (b) Complies with any applicable occupational health and safety law of the United States and the Commonwealth; and
- (c) In the manufacture or provision of products or services listed or purchased under KRS 45A.470, during the fiscal year employs individuals with severe disabilities for not less than seventy-five percent (75%) of the man hours of direct labor required for the manufacture or provision of the products or services; and
- (d) Is registered and in good standing as a nonprofit organization with the Secretary of State.

The BIDDING AGENCY reserves the right to request documentation supporting a bidder's claim of qualified bidder status. Failure to provide such documentation upon request may result in disqualification of the bidder or contract termination.

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

\_\_\_\_\_  
Title Date

Company Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Subscribed and sworn to before me by \_\_\_\_\_  
(Affiant) (Title)

of \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
(Company Name)

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

[seal of notary]

My commission expires: \_\_\_\_\_

**BID SHEET (REQUIRED)- PAGE 1**

**NOTE TO THE BIDDER: THIS FORM MUST BE USED. IF NOT, THE BID MAY BE REJECTED!**

**REQUIRED SERVICES**

1. Redesign and construction of Tee Box complex at Hole # 2, Lassing Pointe (Please provide pricing for options below)

- a) Sod Tee Box Disturbed Limits: \$\_\_\_\_\_
- i. Tee Box sod - Identify specific bentgrass sod to be used: \_\_\_\_\_
- ii. Disturbed limits - identify specific fescue sod to be used: \_\_\_\_\_

OR

- b) Seed entire project limit: \$\_\_\_\_\_
- i. Tee Box seed - Identify specific bentgrass seed to be used: \_\_\_\_\_
- ii. Disturbed limits - identify specific fescue seed to be used: \_\_\_\_\_

Written narrative: (may attach narrative)

Project illustration/ design/ sketch (may be attached)

**BID SHEET (REQUIRED) – PAGE 2**

2. Redesign and construction of Tee Box complex at Hole # 11, Lassing Pointe (Please provide pricing for options below)

- a) Sod Tee Box Disturbed Limits: \$ \_\_\_\_\_
  - i. Tee Box sod - Identify specific bentgrass sod to be used: \_\_\_\_\_
  - ii. Disturbed limits - identify specific fescue sod to be used: \_\_\_\_\_

OR

- b) Seed entire project limit: \$ \_\_\_\_\_
  - i. Tee Box seed - Identify specific bentgrass seed to be used: \_\_\_\_\_
  - ii. Disturbed limits - identify specific fescue seed to be used: \_\_\_\_\_

Written narrative: (may attach narrative)

Project illustration/ design/ sketch (may be attached)

**BID SHEET (REQUIRED) – PAGE 3**

3. Redesign and construction of Tee Box complex at Hole #2 AND Hole # 11, Lassing Pointe if awarded simultaneously (joint award will be option “a” or “b” for both.

- a) Sod Tee Box Disturbed Limits: \$\_\_\_\_\_
  - i. Tee Box sod - Identify specific bentgrass sod to be used: \_\_\_\_\_
  - ii. Disturbed limits - identify specific fescue sod to be used: \_\_\_\_\_

OR

- b) Seed entire project limit: \$\_\_\_\_\_
  - i. Tee Box seed - Identify specific bentgrass seed to be used: \_\_\_\_\_
  - ii. Disturbed limits - identify specific fescue seed to be used: \_\_\_\_\_

4. Anticipated Timeline for Project Implementation and calendar availability:

- i. Date (Range) for project initiation: \_\_\_\_\_
- ii. Anticipated Project Duration (assume both holes): \_\_\_\_\_

#####  
 In compliance with this Bid and subject to all conditions thereof, the undersigned offers and agrees to furnish any or all items and/or services upon which prices are quoted, at the price quoted as specified.

My signature certifies that the accompanying bid is not the result of or affected by any act of collusion with another person or company engaged in the same line of business or commerce, or any act of fraud. I hereby certify that I am authorized to sign this bid for the bidder.

NAME OF BIDDER: \_\_\_\_\_ DATE: \_\_\_\_\_

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

FEDERAL ID #: \_\_\_\_\_  
(W-9 attached)

SIGNATURE: \_\_\_\_\_

OFFICIAL TITLE: \_\_\_\_\_

PHONE (\_\_\_\_) \_\_\_\_\_ FAX (\_\_\_\_) \_\_\_\_\_

Bid Accepted By: Boone County Judge/Executive’s Office

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_