



## MEMORANDUM

DATE: September 16, 2025  
TO: Proposed Bidders – Pickleball Court Asphalt Project  
FROM: Tracy Coleman, Community Development/Public Works Director  
SUBJECT: **Bid Bond**

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1. Will the site be prepped for asphalt at a 1% grade?
    - a. Yes
  2. Is there a bid bond required?
    - a. Yes
  3. If I email in my bid, how do I get you the bond?
    - a. Just scan the bid bond, if you are the apparent low bidder you can hand deliver upon award.
  4. Will there be a public opening of bids?
    - a. No, we will review the bids, then tally and post to our website the results by Friday the 19<sup>th</sup>.