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**TOWN OF HARRISON  
VILLAGE OF HARRISON  
ATTORNEY'S OFFICE**

**MEMORANDUM**

TO: Richard Dionisio, Supervisor  
Members of the Town Board

FROM: Frank P. Allegretti, Town Attorney *FPA/12*

DATE: March 14, 2022

SUBJECT: Harrison Meadows Country Club Tennis Court

Authorization is hereby requested to approve the quote from Oval Tennis, Inc. in the amount of \$25,422.00, for reconditioning the tennis courts at Harrison Meadows Country Club. Further request for the Purchasing Department to issue a Purchase Order to Oval Tennis, Inc.

Funding is available in Capital Account 21SI08.

FPA:ld

Attachment

cc: Maureen MacKenzie, Comptroller  
Purchasing Department



P.O. BOX 189 • SOMERS • NY • 10589  
914.248.6825 • Fax 914.248.6824  
Email: [info@ovaltennis.com](mailto:info@ovaltennis.com)

REV I December 8, 2021

Harrison Meadows Country Club  
Attn: Mr. Patrick Wynn  
123 North Street  
Harrison, NY 10528  
[pwynn@troon.com](mailto:pwynn@troon.com)

Dear Mr. Wynn,

*Revision I includes total cost with options as per your request (6 tons of additional Har-Tru, (6) nets, (4) drag brooms, (4) line sweepers, (25) Har-Tru & (55) Calcium delivered for in house maintenance).* Enclosed please find prices and specifications for 2022 spring reconditioning of the (6) Har-Tru tennis courts located at the Harrison Meadows Country Club. Courts have excess vegetation, dead sand, heavy screenings at surface, irregular sprinkler heads (inside play area, not close to fence line), sprinkler pipes broken and at surface (poly pipe), crumbling & exposed net post footings, leaning net post, and tapes and nails pulled up, left at fence line. Tapes and nails will be required for spring installation. As per your request, I have also included debris removal offsite in Oval Tennis dump trucks. Options include additional material (recommended to reduce appearance of screenings), new nets and maintenance equipment. I will include a separate work order for all new windscreens and an option for new divider curtains. I would recommend you have your sprinkler company check the functionality of system in the spring. If any trenching is done to repair lines, an additional cost may apply to repair Har-Tru profile and surface.

**Note: To assist in our scheduling, please return contract by February 1, 2022 to ensure winter delivery & opening date.**

I hope the enclosed meets with your approval and please do not hesitate to call should you have any questions or suggestions.

Sincerely,

Elizabeth McLean  
Oval Tennis, Inc.



**DESIGN • CONSTRUCTION • MAINTENANCE • RECONDITIONING • SUPPLIES**

## Works: (6) Har-Tru Courts

1. After courts are closed for the season, pick up playing tapes and nails. Clean and roll those tapes suitable for use next season. Tapes pulled up, left at court with nails. ***Replacement required.***
2. Remove debris from courts surface and perimeter. *Extra time included for removal of leaves and vegetation at surface.*
3. Roll courts twice, once in each direction.
4. Remove loose granules with lutes and power blower.
- 4a. **INCLUDED:** Dead sand and debris to be removed to an off-site location in Oval Tennis trucks.
5. Fill washouts and low spots, especially in baseline and service box areas. No new material will be applied to any but a firm, dry, court base since new surface material will not properly adhere to damp surface.
6. Spread new material over entire court surface (approximately 2 tons per court).  
**PLEASE NOTE: Court must be thoroughly watered after this stage of reconditioning to bind new material with existing surface. If rain is not imminent and site owner desires work to proceed it is their responsibility to apply sufficient water. (Please contact the office after water has been applied).**
- 6a. **INCLUDED:** Supply and install additional ton of material as recommended by foreman due to screenings and/or stones showing through the surface material. Repeated application of additional material will, over time, reduce the incidence of subsurface stone working through to playing surface. *(6 tons additional included; 1 additional ton per court)*
7. Brush and roll to produce level compact playing surface.
8. Check alignment of anchor and net posts, and reset those that require it and paint net posts. (Resetting of anchors and net posts to be an additional charge; net posts will not be undertaken without prior authorization.) Check reel.
9. Triangulate courts and set playing tapes.
- 9a. **INCLUDED:** Supply and install new 2" Tenex playing tapes. *(Required)*
- 9b. **INCLUDED:** Supply and install new aluminum nails. *(Approximately 10lbs. per court)*
10. Roll to level tapes.
11. Hang nets and spread 100 lbs. calcium chloride per court.
- 11a. **INCLUDED:** Supply and install (6) new 3.0 Tournament net(s).
12. **INCLUDED:** Supply and deliver (4) assembled new Line Sweeper(s).
13. **INCLUDED:** Supply and deliver (4) assembled new aluminum Drag Broom(s).



**OVAL TENNIS, INC.****HAR-TRU RECONDITIONING**

15. **INCLUDED:** Supply and deliver (25) bags Har-Tru surfacing material to be left for in-house maintenance.
16. **INCLUDED:** Supply and deliver (55) bags Calcium to be left for in-house maintenance.

**Conditions and Payment Schedule:**

1. **Reconditioning will be scheduled on or after week of April 25<sup>th</sup>, 2021 (*weather permitting*).** This completion date is contingent upon any strikes, accidents, or delays beyond the control of Oval Tennis, Inc. Late arrival of spring and lingering snow has the potential to affect all opening dates. (COVID-19 may delay/impact all opening dates of courts)
2. Oval Tennis will supply all materials, manpower, and tools necessary to complete reconditioning in a workman like manner according to standard practices. Oval Tennis, Inc. will guarantee insurance coverage for its employees.
3. **In consideration of the above Harrison Meadows CC will pay Oval Tennis, Inc. \$25,422.00, plus applicable tax.**

**Amount Arrived as follows:**

Standard Reconditioning:	\$12,600.00
Debris Removal:	\$2,025.00
(6) Tapes:	\$2,400.00
Nails:	\$510.00
(6) Addl. Tons	\$3,150.00 (discounted from \$3600.)
(6) Nets:	\$1,500.00 (discounted from \$1800.)
(4) Drag Brooms:	\$916.00 (discounted from \$1180.)
(4) Line Sweepers:	\$796.00 (discounted from \$1120.)
(25) HT delivered:	\$425.00 (discounted from \$10,625.)
(55) Calcium delivered:	<u>\$1,100.00</u>
Total:	\$25,422.00

**Schedule to be as follows:**

- A) 10% upon approval of contract, plus applicable sales tax. (\$2,755.11)
  - B) 50% upon delivery of materials, plus applicable sales tax.
  - C) **Balance upon completion of reconditioning. Charges for any additional authorized expenditure (tapes, posts, nets, etc.) will also be due at this time.**
4. In the event that payment to Oval Tennis, Inc. is not made as described above, **Harrison Meadows CC**, agrees that Oval Tennis, Inc. will receive interest at the prevailing rate on the unpaid balance, plus all costs of collection, including a reasonable attorney's fee. In the event that payment is not made as described above Oval Tennis, Inc. retains the right to halt works until past due payments are made.
  5. Failure to notify of defects in workmanship or material within ten days from completion of spring works constitutes acceptance of work as satisfactory and eliminates any further liability of Oval Tennis, Inc. for repairs, accidents or injury. All claims and disputes arising under or relating to this agreement are to be settled by binding arbitration in the state of New York or another location mutually agreeable to the parties.

**ACCEPTANCE OF CONTRACT:** The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Authorized Signature  
 For: Harrison Meadows CC (Mr. Patrick Wynn)

Date:  
 Issued: REV I 12/08/21

Please provide GATE/GARAGE Code's when applicable: \_\_\_\_\_

*NOTE: All gates are secured with key lock & must be opened prior to crew arrival*

Please sign and return via email to: [info@ovaltennis.com](mailto:info@ovaltennis.com) or fax: 914-248-6824

**IN ORDER TO BETTER SERVE YOU,  
PLEASE UPDATE CONTACT INFORMATION**

In order to make sure we have the most up-to-date contact information, please take a moment to provide us with the following:

General Mgr. \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Tennis Pro \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Who should Oval contact for billing/accounting questions?

\_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Who should Oval contact for anything relating to the tennis courts; access, scheduling, etc.?

\_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_



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**2021 WORK ORDER: MID-SEASON MAINTENANCE**

REV I December 8, 2021

Harrison Meadows Country Club  
Attn: Mr. Patrick Wynn  
123 North Street  
Harrison, NY 10528  
[pwynn@troon.com](mailto:pwynn@troon.com)

**WORKS TO INCLUDE BUT NOT LIMITED TO:**

1. Removal of excess dead sand with lutes generally 2-4 wheelbarrows of material per court.
2. Install new Har-Tru surfacing material in areas of heavy play (behind baselines or service boxes) or erosion.
3. Remove, restretch and renail as required, playing tapes if lines have been moved by rolling. Only 2 1/2" aluminum nails will be utilized by Oval, no nail guns.
4. Apply calcium chloride two (50 lb. bags) per court.
5. Check net height and adjust. Install center straps or anchors as required.
6. Roll courts if damp enough or if sprinkler system can be activated.

**COST: BASED ON TIME AND MATERIALS.**

**RELEVANT COSTS ARE AS FOLLOWS:**

Skilled Forman	\$95.00/per hour
Experienced Laborers	\$50.00/per hour (generally 2-4 per crew)

*Note: Labor cost – 1 hour set up and arrival cost will be added to labor charge.*

**MATERIALS AS FOLLOWS:**

Har-Tru per ton (25-80lb. bags)	\$395.00/per ton
Har-Tru per 80lb. bag	\$22.00/per bag
Calcium Chloride (50 lb. bags)	\$21.50/per bag
Debris Removal (from site)	\$225.00/per yard
Tenex Playing Tapes	\$365.00/per set
Center Straps	\$13.50/each

You are hereby authorized to proceed with the work as described above. Payment will be made upon submission of an itemized invoice.

Authorized Signature  
For: Harrison Meadows CC

Date  
Issued: REV I 12/08/21

Please sign and return via email to: [info@ovaltennis.com](mailto:info@ovaltennis.com) or fax: 914-248-6824

**DESIGN • CONSTRUCTION • MAINTENANCE • RECONDITIONING • SUPPLIES**





Screenings heavy at surface; additional material is recommended



Old tapes & nails left at court cannot be reused; open poly sprinkler pipes visible at surface; moss & vegetation growth



**OVAL TENNIS, INC.**

**HAR-TRU RECONDITIONING**



Drain box too low, covered in material & HT; crumbling concrete & visible net post footings; leaning fence



Fence mesh at bottom two needs to be resecured (option provided in windscreen work order); steep decline down to bottom two courts, no curb visible to help reduce runoff onto court (curb should be installed  $\frac{1}{2}$ " above court elevation)