Warren County Schools

Plant and Operations

Bobby Ray Memorial Elementary School
504 North Chancery Street
McMinnville, TN

Library Carpet Replacement Bid

One Team, One Goal, High Levels of Learning for All

Warren County Schools is accepting bids for Bobby Ray Memorial Elementary School, Library carpet replacement.

Complete Bid Tab Sheet (enclosed in this packet) and submit your bid on this form.

Specifications (enclosed in this packet)

Sealed bids, subject to the conditions contained herein, will be accepted by the Warren County Financial Management Committee at the Warren County Administrative Building, Office of the Finance Department, 201 Locust Street, Suite 2, McMinnville, Tennessee, 37110

For bid specifications Warren County Financial Management Director Linda G. Hillis at (931)473-2381 ext. 1001 or by accessing the website www.warrencountytn.gov

or more information regarding bids, please contact Warren County Schools Plant and Operations David Bates at (931)668-1246 or by accessing the website www.warrenschools.com under bids.

The successful contractor will be required to coordinate the work with the Owner Representative. Copies of this bid are on file and may be obtained at the

Office of the Finance Department
Warren County Administrative Office Building
201 Locust Street, Suite 2
McMinnville, Tennessee 37110

1.0 Contract Period

*The contract shall cover the period from **June 2015 through July 2015,** or an equivalent period depending on date of contract award.*

2.0 Insurance

The successful Contractor shall procure, maintain, and provide proof of insurance coverage for injuries to persons and/or property damage as may arise from or in conjunction with the work performed on behalf of the County by the Contractor, his agents, representatives, employees or subcontractors. Proof of coverage as contained herein shall be submitted fifteen (15) days prior to the commencement of work and such coverage shall be maintained by the Contractor for the duration of the contract period; for occurrence policies. Claims made policies must be in force or that coverage purchased for three (3) years after contract completion date.

a. General Liability

Coverage shall be as broad as: Comprehensive General Liability endorsed to include Broad Form, Commercial General Liability form including Products/Completed Operations.

1. Minimum Limits

General Liability

$300,000 General Aggregate Limit

$300,000 Products & Completed Operations

$300,000 Personal and Advertising Injury

$300,000 Each Occurrence Limit

$50,000 Fire Damage Limit

$5,000 Medical Expense Limit

3.0 Hold Harmless Clause

The Contractor shall, during the term of the contract including any warranty period, indemnify, defend, and hold harmless the Warren County Schools, its' officials, employees, agents, and representatives thereof from all suits, actions, or claims of any kind, including attorney's fees, brought on account of any personal injuries, damages, or violations of rights, sustained by any person or property in consequence of any neglect in safeguarding contract work or on account of any act or omission by the contractor or his employees, or from any claims or amounts arising from violation of any law, bylaw, ordinance, regulation or decree. The vendor agrees that this clause shall include claims involving infringement of patent or copyright.

4.0 Safety

All contractors and subcontractors performing services for the Warren County Schools are required and shall comply with all Occupational Safety and Health Administration (OSHA), State and County Safety and Occupational Health Standards and any other applicable rules and regulations. Also all contractors and subcontractors shall be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any persons or property within and around the work site area ***under this contract.***

5.0 Employment Discrimination by Contractors Prohibited

Every Contract shall include the following provisions:

1. *During the performance of this contract, the contractor agrees as follows:*
    a. *The contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age or disability, or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.*
    b. *The contractor, in all solicitations or advertisements for employees placed by or on behalf of the contractor, shall state that such contractor is an equal opportunity employer.*
    c. *Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient to meet this requirement.*

6.0 Drug-free Workplace

Every contract shall include the following provisions:
During the performance of this contract, the contractor agrees to (i) provide a drug-free workplace for the contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or behalf of the contractor that the contractor maintains a drug-free workplace.
For the purpose of this section, "drug-free workplace" means a site for the performance of work done in connection with a specific contract awarded to a contractor in accordance with this chapter, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the contract.

7.0 Smoking Policy

Workers are not allowed to smoke within 50 feet of a building.

8.0 Criminal Background compliance Affidavit

Contractor must submit the criminal background compliance affidavit on any employees that is working on the school site.

9.0 Faith Based Organizations

Warren County Schools does not discriminate against faith-based organizations.

10.0 Exemption from Taxes

The County is exempt from State Sales Tax and Federal Excise Tax. Tax Exemption Certificates indicating the Count's tax exempt status will be furnished by County of Warren on request.

11.0 Substitutions

NO Substitutions or cancellations permitted after award without written approval by the Warren County Board of Education.

12.0 Workmanship and Inspection

All work under the resulting contract shall be performed in a skillful and workmanlike manner. The Warren County Schools may, in writing, require the Contractor to remove any employee from work that the Warren County Schools deems incompetent or careless.

Further, Warren County Schools may, from time to time, make inspections of the work performed under this contract. Any inspection by the Warren County Schools does not relieve the Contractor from any responsibility regarding defects or other failures to meet the contract requirements.

13.0 Cleaning-Up

The Contractor(s) shall at all times keep the adjacent areas of the property free from rubbish and the accumulation on any waste materials.

14.0 Method of Payment

Contractor shall submit invoices at the end of each calendar month, such statement to include detailed breakdown of all charges, and shall be based on completion of tasks or deliverables.

Invoices shall be submitted to:

Warren County Board of Education
2548 Morrison Street
McMinnville, TN 37110

Upon inspection and acceptance of the work, the Warren County Schools will render payment within thirty (30) days.

Individual Contractors shall provide their social security numbers, and proprietorships, partnerships, and corporations shall provide their federal employer identification number on the pricing form.

BOBBY RAY MEMORIAL ELEMENTARY SCHOOL
LIBRARY CARPET REPLACEMENT SCOPE OF WORK

BASE BID

1. Furniture and equipment will need to be removed and replaced in order to remove the old and install the new carpet. Shelving file cabinets and desks will include the books on the shelves. If they are removed they will have to be identified and replaced in same order. Bid also include replacing furniture and books per layout. Care will be taken to protect fixtures, pictures, and items not required to be moved or that are permanently affixed. Note: Bookshelves and counters are to stay in place and not removed.

2. Remove existing carpet and properly disposed off-site at contractor expense.

3. Contractor must field measure the area of carpet that is to be replaced.

4. Project is to be started in June 2015, and completed by July 17, 2015.

5. Replace vinyl cove base with new wall base where applicable.

CARPET TILE

PART 1 GENERAL

1.01 Work Included

Prepare floor areas to receive new carpet tiles as specified. Provide Carpet tiles, Adhesive and all Accessories as listed in these specifications.

1.02 Quality Assurance

Installers shall have documented five year's experience as an Installer of at least 10 projects of similar size and complexity to this project. Contractor shall be approved by carpet manufacturer. Workmen shall be experienced and skilled craftsmen.

Source Quality Control: Prior to carpet tiles being shipped to project, ensure that manufacturer has tested all carpet and provided written certification that all carpet construction meets or exceeds each minimum of the project specifications.

Allowable Tolerances: Only tolerance above specified minimum permitted.

1.03 Submittals

Submit the following:

All carpeted areas by shading, on floor plan
Show all edge conditions where carpet tiles join or abut dissimilar materials and treatment thereof.
Note location and type of all re decor strips, metal edging and noses.

Product Data: Submit 2 copies of manufacturer's technical data and installation instructions for each type of carpet tile and accessory.

Samples: Submit, for verification purposes, 3 samples of each type, color, and pattern of carpet tile including accessories, indicating full range of color and pattern variation. Provide full-size tile units, and 12" long samples of accessories. Samples to be approved by Site-School Principal.

For initial selection of colors and patterns, submit samples in form of actual sections of carpet tile including accessories, showing full range of colors and patterns available, for each type of carpet tile required. Color will be approved by Sit-School Principal.

Contractor's description of previous installations, with names addresses and telephone numbers of owners and architects.

Carpet Tile Manufacturer's:

Certification, signed by officer of company, that all carpet meets or exceeds each minimum or maximum project specification requirements.
Complete current printed installation instructions for project carpet tile.
Complete maintenance and care instructions for project carpet tile.
Approval of installer.

1.04 Job Conditions

Verify Dimensions:

Verify all dimensions at site.
Determine and order sufficient quantities and proper kinds of all products to complete the work.

Work Layout:

Base layout on using 50cm x 50cm carpet tile modules.

1.05 Product Stock

Provide a quantity equal to 2% of the required material for Owner's use. This material shall be in full tiles in unopened cartons.

1.06 Product Overage – Attic Stock

Manufacturers Overage – not to exceed 0%

1.07 Product Handling

Deliver carpeting materials in sealed cartons for carpet tile and sealed containers for related materials. Deliver, store and handle all materials in a manner to prevent damage to materials and previous construction. Store in a safe dry location, out of the way of other construction as directed. Material must be stored at least 68 degree F. (20 degree C.) for 3 days prior to installation.

1.09 Warranty

At contract closeout, deliver to Owner:

Manufacturer's Warranty.

Provide warranties by Carpet Manufacturer agreeing to replace defective materials during one (1) year warranty period following substantial completion. Also submit the following agreed upon warranties:

Wear - Surface fiber wear shall not be more than 10% by weight in 20 years.

Static - Carpet will remain static generation at less than 3.0 kV at 70° F, and 20% R.H. for a period no less than 20 years.

No Delamination (chair pads not required) for a period no less than 20 years Antimicrobial preservation properties warranted to be ≥ 90% effective for a period no less than 20 years.

No Edge Ravel for a period no less than 20 years.

No Dimensional Instability, i.e. shrinkage, curling and doming which adversely affect the ability of the tile to lay flat for a period no less than 20 years. See Aachen Test.

Antimicrobial preservation properties warranted to be ≥ 90% effective for a period no less than 20 years.

Submit manufacturer's certified test results to show that carpet meets or exceeds product performance specification criteria for carpet testing requirements (i.e. see section 2.3 flame, smoke, Aachen test, etc).

Installation service provider agrees to rework any defective carpet handling or installation workmanship during one (1) year warranty period following substantial completion.

Contractor's Warranty. Labor work for one (1) year

PART 2 PRODUCTS

2.01 Acceptable Manufacturer's

Use only the specified products of the following manufacturers.
InterfaceFLOR
Or Owner Apporved Equal

2.02 Materials
Product: Viewpoint Collection, Pattern Urbin Grid II, Color TBD
Product must meet or exceed each of the following specifications

Carpet:	Type:	Tufted Textured Loop 50cm x 50cm tile module.
	Fiber Type:	Nylon: Premium Post Consumer Content Type 6,6 with Cross section modification ratio No greater than 2.5
	Dye Method	100% Solution dyed
	Construction:	Tufted Textured Loop, Gauge: 1/12"
	Finish Pile Height:	No Less than 0.16 in
	Pile Density	No Less than 6353
	Face yarn weight:	No Less than 18 oz per square yard.
	Modification Ratio:	No greater than 2.5
	Primary Back:	Non-Woven polypropylene
	Secondary Back:	Fiberglass reinforced vinyl composite, Recyclable through an existing carpet reclamation program.
	Tuft Bind:	8 lbs. minimum when tested in accord with ASTM D-1335-67.
	Secondary Back:	Manufacturer's 20 year warranty against delamination.
	Static Control:	Carpet will remain static generation at less than 3.0 kV at 70° F, and 20% R.H. for a period no less than 15 yrs
	Colors/Patterns:	Will be selected by the Owner from manufacturer's standard colors and patterns within 10 business days after receipt of samples from Contractor.
	ISO Requirements	Product must be produced by manufacturer that is ISO 9001 and ISO 14001 certified.
	Post-industrial	46% - 48%
	Post Consumer	1%
	Total recycled content	47% - 49%

Adhesives: Waterproof type recommended and approved by respective carpet manufacturer for use with their materials under site installation conditions. Low VOC's required.

2.03 Flammability Test Requirements

Carpet Flammability	
1 Pill Test (ASTM D2859 or CPSC FF-1-70)	Passes
2 Radiant Panel Test (ASTM E648)	$\geq$ 0.45 watts/cm^2, Class 1
Smoke Density (ASTM E662)	$\leq$ 450 Flaming Mode
Dimensional Stability (Aachen Method Din 54318)	$\leq$ 0.1% change
Static Generation at 70° F (AATCC 134 w/ neolite)	$\leq$ 2.5 kV at 20% R.H.
Lightfastness (AATCC 16E)	4.0 after 60 hours
Crocking (AATCC 165)	4.0 wet, dry
Cold Water Bleed (AATCC 107)	4.0
Gas Fade (AATCC 23)	4.0
Ozone Fade (AATCC 109)	4.0
Antimicrobial (AATCC 174, Part II)	$\geq$ 95.0% reduction
Fungicidal (AATCC 174, Part III)	No growth
Soil/Stain Protection (AATCC 175-1991)	$\geq$ 8.0 on the Red 40 Stain Scale

2.04 Proposed Flooring

Proposed flooring must meet CRI Green Label Plus, State of Washington Protocol Environmental Safety Test, and GSA Antimicrobial Certification.

PART 3 EXECUTION

3.01 Condition of Surfaces

Verify that all areas scheduled for carpeting are turned over to carpet installer dry, broom-cleaned, and free of grease, oil, paint or other foreign surfaces. Thoroughly inspect all subfloors before commencement work. Notify Owner in writing immediately of all conditions which will prevent producing satisfactory work. Repair floor defects and irregularities prior to installation. Installation of materials constitutes Contractor's acceptance of previous construction and his assumption of responsibility for all unacceptable finished work caused by previous conditions.

3.02 Preparation

Ensure that all existing carpet, backing and adhesive is removed from the floor in areas indicated for new carpet. Before starting installation remove all paint, sealers or wax by sanding and scraping.

3.03 Carpet Installation

Install all products in accord with manufacturer's current printed instructions and in a manner that:

Seams are not obvious in the finish work.
Installation is free of visual imperfections, adhesives, seam cement smears and other foreign matter.

Determine the central point of the room in both width and length measured from the principal walls. Lay out a grid system parallel to the partitions for control grid anchor lines. Lines of the control grid system shall be at right angles and shall be checked as specified by the carpet manufacturer's installation requirements. Spacing of the control grid system shall be determined by the carpet manufacturer for the use expected in the carpeted area. Carpet tiles shall be installed with adhesive at the control grid anchor lines as recommended by the carpet manufacturer showing recommended control grid anchor areas and carpet starting point (minimum at all column lines).

Check the tightness of the joints as work progresses and adjust as necessary. Align and butt joints according to carpet manufacturer's instructions.

Install carpet tile in 100% adhesive coverage using an adhesive compatible with carpet backing and using installation methods recommended by carpet manufacturer.

Except where specifically otherwise indicated, install all carpet tiles so that a minimum number of pieces are used.

At underfloor power and communication ducts, provide "H" cuts for access. Use either quick-release adhesive or film tape for carpet recommended by carpet manufacturer. See drawings for location(s).

Upon completion of carpet work, restrict all traffic in finished areas to normal foot traffic for a minimum of two days.

3.04 **Vinyl Base Installation**

Install vinyl cove base in all areas where base was removed as follows:

INSTALLATION BASE (replace existing only, if any)

a. Unroll base materials. Cut into accurate lengths. Minimize number of joints.
b. Match edges at all seams or double cut adjoining lengths.
c. Install with tight butt joints. No joint widths greater than 16/64 in.
d. Apply adhesive and firmly adhere to wall surfaces.
e. Press down so that bottom edge is over carpet and follows carpet profile.
f. Follow manufacturer's recommendations at all corners.
g. Scribe base accurately to abutting materials.
h. Fit top set base joints tight and vertical. Install base on solid backing: adhere tightly to wall surfaces. Miter or form internal corners. Form external corners at the job site using base material.
i. Scribe and fit to door frames and other obstructions.
j. Install vinyl base after floors are laid. Apply plastic filler to masonry walls to receive vinyl base, to prevent joints in masonry showing through base. Install wall base as recommended by the manufacturer. Cut and fit neatly at trim and other projection.
k. Where angle corners occur, score back of base so that an "easy" fit is accomplished.

3.05 Unsatisfactory Work

Work installed not in accord with manufacturer's instructions, or in a manner unacceptable to the Owner will be deemed unsatisfactory and may result in Owner requiring removal and relaying at Contractor's expense.

3.06 Protection

Provide and maintain proper protection finished carpet areas. Do not stack carpet tile cartons higher than as recommended by manufacturer.

3.07 Field Quality Control

The Owner may require testing of carpet shipped to site. In this event, assist the Owner in taking samples for testing. Provide all materials for such testing. Costs of tests verifying compliance with Project Specifications will be paid by Owner. Costs of tests indicating non-compliance shall be paid by the Contractor. Notify the Owner when ready for testing.

The Owner will employ and pay for an Independent Testing Laboratory to test carpet for compliance with all Specification requirements.

The Contractor shall, during installation, take three carpet tiles from one carton, and four other tiles, each from a different carton. The selection is to be made randomly from the entire purchased quantity of carpet tile.

When the Owner orders field testing:

Send one tile of the three taken from one carton and one tile from those selected randomly from entire stock to testing laboratory directed by the Owner. Properly tag the remaining two with project number and title. Store in a safe place away from project site, as back-up test tiles.

For testing flammability by the Flooring Radiant Panel Test, send the remaining randomly three selected carpet tiles.

When test results are unsatisfactory, notify the Owner.

When carpet fails testing, retain or use back-up test tiles as determined by existing conditions.

When carpet meets Specifications and satisfactory test reports are received, back-up test tiles may be destroyed.

Prior to certifying Carpet Contractor's final application for payment:

Obtain properly executed Contractor's and Manufacturer's Warranties.

Verify receipt of satisfactory test results.

3.08 Excess Materials

Upon completion of the Work, inventory all excess carpet tiles in pieces of 12" x 18" or greater and submit for the Owner's inspection. Clearly mark each piece selected by the Owner for its retention with type, size, color and pattern. Store in orderly manner where directed.

3.09 Clean-up

Upon completion of work thoroughly inspect entire installation. Remove all defective work and replace with perfect materials.

Cut off and trim all loose threads. Remove all visible adhesives, seam cement and scraps. Clean all carpet with an upright beater bar type vacuum cleaner.

Remove all rubbish, debris, containers and all excess materials not selected by Owner for its retention and legally dispose of off the Owner's premises.

Repair all damage to the Owner's property resulting from carpet work. Clean, repair or replace all damage as directed.

Leave premises in clean, accepted condition.

INSTALLATION BASE (replace existing only, if any)

A. Fit top set base joints tight and vertical. Install base on solid backing: adhere tightly to wall surfaces. Miter or form internal corners. Form external corners at the job site using base material.

B. Scribe and fit to door frames and other obstructions.

C. Install vinyl base after floors are laid. Apply plastic filler to masonry walls to receive vinyl base, to prevent joints in masonry showing through base. Install wall base as recommended by the manufacturer. Cut and fit neatly at trim and other projection.

D. Where angle corners occur, score back of base so that an "easy" fit is accomplished.

1. Cleaning:

A. Section 01700 – Contract Closeout: Cleaning installed work.

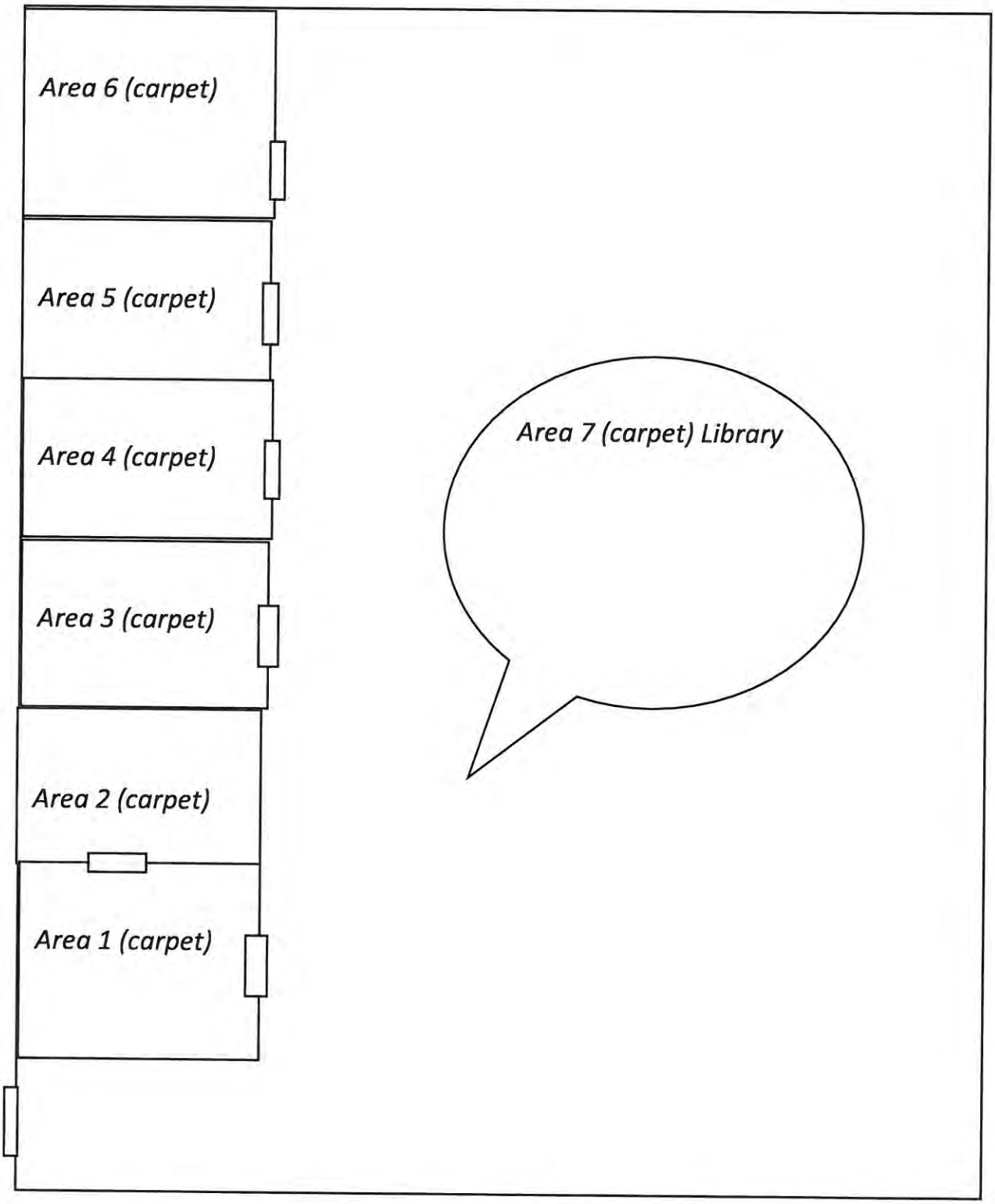
B. Remove excess adhesive without damage, from floor, base, and wall surfaces.

C. Clean and vacuum carpet surfaces.

10. A. The work under this heading includes the furnishing of all labor, materials, equipment, apparatus, tools, transportation, protection, and services necessary for and reasonably incidental to, the proper execution and completion of all carpet and vinyl base work as indicated and hereinafter specified.

B. All work to be completed during normal business hours, 7:00 a.m. to 3:00 p.m. Monday thru Friday.

Room Floor Plan



Carpet Removed and Install New Carpet (Library area and 6 rooms inside the Library area.

CONTRACTOR

Name of Contractor: _____

Address: _____

_____

State of Tennessee License Number: _____

Expired Date of License: _____

NOTE: "Provide a copy of State License"

The bidder, in compliance with the Warren County Board of Education invitation for bids for carpet replacement, having examined the documentation and visit the sites of the proposal work, and being familiar with all of the conditions surrounding the schools.

Contractor must notify the Warren County Schools Maintenance Department three (3) days in advance before starting any work.

Bid Awarded

Will be a total package bid.

_____ _____

Signature of Contractor *Date*

Criminal Background Compliance Affidavit

State of Tennessee

County of Warren

*The undersigned, principal officer of_____, * an employer contracting with Warren County Board of Education to provide services having direct contact with children or access to grounds of a Warren County public school, hereby states under oath as follows:*

1. *The undersigned is a principal officer of_____ * (hereinafter referred to as the Company), and is duly authorized to execute this affidavit on behalf of the Company.*

2. *The Company submits this Affidavit pursuant to T.C.A. 49-5-413 as amended effective September 1, 2007 for entities entering into contracts with a local board of education where the company's employees will have direct contact with school children or access to the grounds of a school when children are present. It is the duty of the Company to require applicants supply a fingerprint sample and submit to a criminal history records check to be conducted by the Tennessee Bureau of Investigation and the Federal Bureau of Investigation prior to permitting the person to have contact with such children or enter school grounds and to take certain other actions based upon the results of the records check.*

3. *The Company is in compliance with the terms of T.C.A. 49-5-413.*

Further affiant saith naught.

**The Company's Name*

NOTARY

Principal Officer

State of_____

County of _____

Before me personally appeared _____with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that he/she is the _____of_____, and is authorized to execute this instrument on behalf of the principal for the purposes therein contained.

Witness my hand and seal at office this _____day of _____,

_____

Notary Public

My commission expires: _____

Bid Form

Bobby Ray Memorial Elementary School
Carpet Removal and Replacement Bid

Firm Name: _____

Address: _____

_____

_____

_____

Phone/Fax: _____

Authorized Signature: _____

Printed _____

Signer's Title: _____

Base Bid for Bobby Ray Memorial Elementary Carpet Removal and Replacement Project:

Bid Amount: $ _____