

REQUEST FOR PROPOSAL

BID NO. 2013-7275-2

FLOORING AT BRYANT COMMUNITY CENTER 2013

The City of Bryant Parks and Recreation Department will be accepting bids at the Bryant Community Center, 6401 Boone Road, Bryant, Arkansas 72022 for removal and installation of new flooring. A copy of the specifications can be obtained by contacting Jessica Griffin, 6401 Boone Rd., Bryant, AR 72022; telephone (501) 943-0444; or by following the “Bids Specification” link located on the Parks and Recreation website: <http://www.cityofbryant.com>. ***Bid Specifications will be available at 12noon on Monday, February 4, 2013.***

All bids must be received at Bryant Community Center, 6401 Boone Road, Bryant, Arkansas 72022 no later than Tuesday, February 19, 2013 at 2:00 p.m. At this time, the bids will be publicly opened and read aloud. Bids are to be sealed and marked to-wit: “Bid No. 2013-7275-2, Flooring at Bryant Community Center 2013.”

A site visit to view the locations for this project will be held on Wednesday, February 13, 2013 at 10:00 a.m. with Joe Valdez, Recreation Facility Operator

The city reserves the right to reject any and all bids received. Evaluation of the bids will include compliance with bid specifications and price. Price alone may not be the sole consideration in awarding of this bid.

The City of Bryant is an Equal Opportunity Employer and complies with the requirements of the Americans with Disabilities Act.

Signed: \_\_\_\_\_  
Derek Phillips  
Director of Bryant Parks and Recreation

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### FLOORING AT BRYANT COMMUNITY CENTER 2013

#### SCOPE OF SERVICES:

- See attached Scope of Services.
- Bidder is responsible for all measurements/understanding of complete scope of work with all questions addressed a minimum of 72 hours before set bid date/time.
- Bid is to be complete lump sum with alternate deduction to delete rubber treads and keystone mosaics in aquatic facility including applicable state/local taxes.
- Payment and Performance bonds will be required upon award to successful bidder.
- General liability and workman comp certificates will be required with The Center listed as a certificate holder and minimum limits of 2,000,000.00 as general aggregate.
- Bidder must have current Arkansas Contractor's License.
- Submit manufacturer's technical product data, including test laboratory reports, installation instructions, and maintenance instructions.
- Bidder must list (3) references of a contractor and (3) references of a customer whose work exceeded 50,000.00 to be verified of successful projects.
- Work is to be expedited and scheduled according to The Center's calendar with no interruption to the facility. Bidder should plan to schedule work on nights and weekends as necessary to complete work.
- Bidder should include removal of existing carpet to be certified as recycled and all furniture/fixtures removed/reset.
- Bidder must furnish dumpster for trash/debris throughout scope of work.
- Bidder must include 5% attic stock of each material selected and installed in entire scope of work and placed as requested by The Center.
- Bidder to include one bag of floor patch for every 300 square feet of flooring material.
- Bidder must include all adhesives, transitions, and components to complete installation.
- Use thoroughly trained and experienced carpet installers who are completely familiar with the materials specified and the manufacturer's recommended methods of installation for the specified materials. The installing company shall possess a documented record of five (5) years specializing in the installation of commercial carpet, and shall be approved specifically by the specified manufacturer.
- Provide carpet manufacturer's (mill's) certification that the carpet supplied complies with the specified requirements. Provide carpet manufacturer's (mill's) certification that the carpet installer is approved by the manufacturer for the installation of their carpet material.
- Bid must perform moisture before commencing with installation with Relative Humidity.
- Bidder must replace/install all rubber cove base as specified in all areas as located now.
- The following is a checklist, provided as a courtesy to the installing sub-contractor, delineating critical elements that lead to an acceptable installation:
  1. Floors properly prepared.
  2. Building and carpet preconditioned at 65 degrees minimum for 48 hours.
  3. Humidity and moisture at correct levels.
  4. Carpet lay our according to specifications.
  5. All the carpet spread in the area is from the same dye lot.
  6. Correct adhesive.

7. Correct notch trowel.

8. Adequate manpower to handle the project.

- Remove excess adhesive without damage, from floor, base, and wall surfaces.
- Clean and vacuum carpet surfaces, using commercial machine with rotating agitator or beater nozzles. Remove spots, and replace carpet where spots cannot be removed. Remove protruding face yarn using sharp scissors.
- Remove excess debris and unusable scraps.

Prices must be current as of the day the bids are opened. Any escalation or de-escalation clause for price increases or decreases in the contract period must be so stated on the bid form. Bid price must be valid for no less than sixty (60) days from bid date.

Bids are to be sealed and marked to-wit: "Bid No. 2013-7275-2, Flooring at Bryant Community Center 2013."

#### PAYMENTS

Terms of payment shall be within thirty (30) calendar days from payment request made and acceptance by the City and the proper execution of a claim for payment.

#### CONTACT PERSON

For other information on this bid, contact Jessica Griffin, Office Manager, Bryant Parks and Recreation Department, 501-943-0444. A copy of the specifications can be obtained by contacting Bryant Parks and Recreation Department, 6401 Boone Rd., Bryant, AR 72022; telephone (501) 943-0444; or by going to the website: <http://www.cityofbryant.com>.

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I hereby propose to perform all work in the above service in compliance with the contract documents in accordance with the following bid:

Lump-sum bid amount of (needs to include applicable tax):

***Bid Option*** \$ \_\_\_\_\_

I hereby agree to commence work under this contract within 10 calendar days after formal contract is signed and necessary paperwork completed.

Signed: \_\_\_\_\_  
Authorized Signature

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

\_\_\_\_\_  
Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Date

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