REQUEST FOR PROPOSAL (RFP)

NUMBER: 20220811

SUMNER COUNTY BOARD OF EDUCATION

This solicitation document serves as the written determination of the SCS Purchasing Supervisor that the use of Competitive Sealed Proposals for this solicitation is in the best interest of SCS.

RFP Title: Gym Floor Refinishing

Purchasing Staff Contact:

Chris Harrison	Janice Wright
Purchasing Supervisor	Purchasing Coordinator
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Release Date: August 4, 2022	Proposal Due Date: August 11, 2022 @ 10:00 am Local Time
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Any altercations to this document made by the proposer may be grounds for rejection of proposals, cancellation of any subsequent award, or any other legre Bo5ET@MC /P &MCID &D q @b)5(\$(er)BWhBT2.47998BD q @b)5CunT/B 9 Tf1 @ 30.0217.84 16@@(2116)5792

NOTICE TO PROPOSERS

There may be one or more amendments to this RFP. In order to receive communication for any such amendments issued specifically to this RFP, the proposer must provide a Notice of Intent to Propose to the Sumner County Board of Education (SCS) Purchasing Department. The proposer must utilize this form when submitting notice. The notice may be sent by email to: Purchasing Office, purchasing@sumnerschools.org. SCS will send amendments only to those proposers which complete and return this information in a timely manner.

RFP Number:	20220811 Gym Floor Refinishing
Company Name:	
Mailing Address:	
Phone Number:	
Contact Person:	
Email Address:	
Authorized Sgnature	
Printed Name	
Date	

Emailed amendments will be sent in a Microsoft Word (Office for Windows) or Portable Document Format (pdf) format. Any alterations to the document made by the proposer may be grounds for rejection of proposal, cancellation of any subsequent award or any other legal remedies available to the Sumner County Board of Education.

Amendments will also be posted on the SCS website <u>https://sumnerschools.org/index.php/current-bids-and-rfps</u> and attached to the solicitation listing as a PDF or WORD file. Check the particular solicitation on the Current Bids and RFPs webpage for any posted amendments.

By completing and returning this form, the Proposer has expressed its intent to provide a proposal for 20220811 Gym Floor Refinishing

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2. Requirements

2.1. Scope of Work / Specifications

It is the intent and purpose of these specifications to describe the general conditions and requirements for contracting athletic flooring services. It is the intent of SCS to select a Contractor(s) to provide services related to the maintenance of wood flooring surfaces. This bid shall not cover the cost for total replacement of a wood flooring surface. The services included in this bid are screen/recoat and sand/seal/finish plus artwork. Any necessary repairs to the floors shall be quoted separately.

The floor is to be prepared, per manufacturer s guidelines, for proper adhesion of the floor finish. Apply two coats of floor finish per manufacturer s guidelines.

- The finish must be from a recognized manufacturer.
- SCSs preferred manufacturer is Hillyard.
- o SCS requests pricing for both a Solvent Based and Epoxy Based finish.

SCREEN and RECOAT

The Contractor, with coordination of SCS personnel, shall prohibit traffic to the project area. The entire gym floor shall be machine and hand abraded to prepare the surface for proper adhesion of a new finish coat. SCS must be notified immediately if the gamelines or artwork are in need repainting prior to abrading the surface.

The floor is to be prepared, per manufacturer s guidelines, for proper adhesion of the floor finish. Apply two coats of floor finish per manufacturer s guidelines.

- o The finish must be from a recognized manufacturer.
- o SCSs preferred manufacturer is Hillyard.
- SCS requests pricing for both a Solvent Based and Epoxy Based finish.

2.2. Standard Contractor Obligations

Shall provide and obtain all necessary materials, equipment and labor to perform all items listed in the Scope of Work.

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5.3. Acknowledgement of Insurance Requirements

By submitting a proposal, Proposer acknowledges that it has read and understands the insurance requirements for the proposal. The Proposer who may have employees, contractors, subcontractors or agents working on SCS properties shall

compensation if they perform any of the services on SCS properties. There will be no exceptions to the insurance requirement. Proposer also understands that the evidence of required insurance must be submitted within fifteen (15) working days following notification of its offer being accepted; otherwise, SCS may rescind its acceptance of the Proposers proposal.

General Liability

General Aggregate	\$2,000,000
Each Occurrence	\$1,000,000

Workers Compensation

Workers Compensation Tennessee Statutory Limits

The outside of the proposal package must be labeled as follows (if applicable) per T.C.A § 62-6-119:

- 1. The name, license number, expiration date thereof, and license classification of the contractor applying to bid for the prime contract;
- 2. The name, license number, expiration date thereof, and license classification of the contractor applying to bid for the masonry contract where the total cost of the materials and labor for the masonry portion of the construction project exceeds one hundred thousand dollars (\$100,000);
- 3. The name, license number, expiration date thereof, and license classification of the contractor applying to bid for the electrical, plumbing, heating, ventilation, or air conditioning contracts except when such contractor's portion of the construction project is less than twenty-five thousand dollars (\$25,000);
- 4. For each vertical closed loop geothermal heating and cooling project, the company name, department of environment and conservation license number, classification (G, Lor G,L) and the expiration date, except when the geothermal portion of the construction project is in an amount less than twenty-five thousand dollars (\$25,000);
- 5. Prime contractor bidders who are to perform the masonry portion of the construction project which exceeds one hundred thousand dollars (\$100,000), materials and labor, the electrical, plumbing, heating, ventilation or air conditioning or the geothermal heating and cooling must be so designated; and
- 6. Only one (1) contractor in each of the classifications listed above shall be written on the biddwritte

5.7.

ATTACHMENT 6.1 – Contact Information

Company Legal Name:	
Company Official Address:	
Company Web Ste (URL):	
Contact Person for project admi	inistration:
Name:	
Address:	
Phone Number:	(offiœ)
	(mobile)
Email Address:	



Attn: Purchasing Supervisor 1500 Airport Road Gallatin, TN 37066

ATTACHMENT 6.2 - Bid Form/Certification

Date_____

SEE ATTACHED PAGE

By checking this box, Proposer agrees that SCS reserves the right to extend the terms, conditions and prices of this contract to other Institutions (such as State, Local and/or Public Agencies) who express an interest in participating in any contract that results from this RFP. Each of the piggyback Institutions will issue their own purchasing documents for the goods/service. Proposer agrees that SCS shall bear no responsibility or liability for any agreements between Proposer and the other Institution(s) who desire to exercise this option.

By Signing below, Proposer certifies they have carefully examined all instructions, requirements, specifications, terms and conditions of the RFP and certifies:

It is a reputable company regularly engaged in providing goods and/or services necessary to meet the requirements, specifications, terms and conditions of the RFP.

All statements, information and representations prepared and submitted in response to the RFP are current, complete, true and accurate. Proposer acknowledges that the Sumner County Board of Education (SCS) will rely on such statements, information and representations in selecting the successful proposer(s).

That the prices quoted shall be SCSs pricing for the products and/or service.

It shall be bound by all statements, representations, warranties and guarantees made in its proposal.

Proposer acknowledges that the contract may be canceled if any conflict of interest or appearance of a conflict of interest is discovered by SCS, in its sole discretion.

All purchase orders must be duly authorized and executed by SCS and subject to the terms and conditions of the RFP.

Authorized Sgnature

Printed Name _____ Title _____

Vendor Legal Name

Bid Form/Certification

<u>REFINISHING</u>

*Bid price includes cost of sanding, seal coats and finish coats.

Solvent Based Finish	per square foot
Epoxy Based Finish	per square foot
<u>SCREEN and RECOAT</u> *Bid price includes cost for screening, prep work ar	nd finish coats.
Solvent Based Finish	per square foot
Epoxy Based Finish	per square foot
<u>GAMELINES</u>	
Basketball	each
Auxiliary/Cross-Court Basketball	each
Volleyball	each
Authorized Signature	
Vendor Legal Name	
Date	

ATTACHMENT 6.5 – Attestation Re Personnel

ATTESTATION RE PERSONNEL USED IN CONTRACT PERFORMANCE

CONTRACTOR LEGAL ENTITY NAME	
FEDERAL EMPLOYER IDENTIFICATION NUMBER: (or Social Security Number)	

The Contractor, identified above, does hereby attest, certify, warrant and assure that the Contractor shall not knowingly utilize the services of an illegal immigrant in the performance of this Contract and shall not knowingly utilize the services of any subcontractor who will utilize the services of an illegal immigrant in the performance of this Contract, T.C.A. § 12-3-309.

SIGNATURE & DATE:

NOTICE: This attestation MUST be signed by an individual empowered to contractually bind the Contractor.

ATTACHMENT 6.6 - Drug Free Workplace Affidavit

The Sumner County Board of Education is committed to maintaining a safe and productive work environment for its employees and to providing high quality service to its citizens. The goal of this policy is for Sumner County Board of Education employees and contractors to remain, or become and remain, drug-free. Abuse and dependency on alcohol and/or drugs can seriously affect the health of employees, contractors and citizens, jeopardize personal safety, impact the safety of others and impair job performance.

STATE OF _____

COUNTY OF

The undersigned, principal officer of ____

an employer of five (5) or more employees contracting with Sumner County Board of Education to provide goods or services, hereby states under oath as follows:

1. The undersigned is a principal officer of _____

Company.

it on behalf of the

- 2. The Company submits this Affidavit pursuant to T.C.A. § 50-9-113, which requires each employer with no less than five (5) employees receiving pay who contracts with the state and any local government to provide contracted services to submit an affidavit stating that such employer has a drug-free workplace program that complies with Title 50, Chapter 9 of the *Tennessee Code Annotated*.
- 3. The Company is in compliance with T.C.A. § 50-9-113 and all applicable Federal Laws, Rules and Regulations requiring a drug-free workplace program.

Further affiant saith not.

Principal Office	۶۲:
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 such person executed the foregoing affidavit for the purposes therein contained.

Witness my hand and seal at office this ______ day of _____, 20____.

Notary Public

My commission expires: _____

10. PROHIBITION ON HIRING ILLEGAL IMMIGRANTS. Tennessee Public Chapter No. 878 of 2006, T.C.A. §12-3-309, requires that Contractor attest in writing that Contractor will not knowingly utilize the services of illegal immigrants in the performance of this Contract and will not knowingly utilize the services of any subcontractor, if permitted under this Contract, who will utilize the services of illegal

ATTACHMENT 6.9 – Vendor Checklist

Vendor Checklist for Prevention of Common RFP Mistakes that lead to Proposal Rejection

- 1. Submission of Proposal
 - _On-Time Submittal
 - o Deadline is listed in Section 4 Schedule of Events
 - o Late Proposals will be IMMEDIATELY DISQUALIFIED
 - ____A Proposer may not submit alternate proposals unless requested.
 - ____Tax not included in cost proposal.
 - _____ Clearly marked outside of envelope/package.