

Amanda Howard  
Phone: 269.323.5181  
Fax: 269.323.5189  
[ahoward@portageps.org](mailto:ahoward@portageps.org)

**RFP #10702 – Portage Central High School & West Middle School Gym Floor Refinishing & Repainting**

DATE ISSUED: January 17, 2022

**Sealed bid to be mailed or hand delivered to:**

Portage Public Schools  
BID # 10702  
Attention: Amanda Howard, Purchasing Dept.  
8107 Mustang Drive  
Portage, MI 49002

**You must submit two (2) paper copies and one (1) copy on a usb or other digital media of your response. Faxed/Emailed responses will not be accepted.**

**Bid Responses Due by 10:30 AM, February 1, 2022. Late bids will not be accepted.**

The Portage Public School District is seeking the services of a single contractor to provide wood gym floor refinishing services as noted below. The award will be made on the basis of the overall best proposal as determined by the school district. This will be for a one year contract with an option to renew for two (2) additional one year periods.

**\*The SCOPE of the work and GENERAL CONDITIONS includes:**

The gym floor sanding, re-painting, and finishing shall be performed between 7/1/22' and 8/6/22'. All work is to be coordinated with the school district and shall not begin until the successful vendor has received an authorized purchase order from the school district. By offering a proposal, the contractor commits to the school district that the work will be completed within the time frame specified above.

- 1) Exceptions may be noted on the schedule and pricing document, however the school district reserves the right to reject any proposal which does not meet the district's needs, regardless of price.

- 2) Contractors must certify that they are experienced in wood gym floor repair and refinishing and provide several references to include names and phone numbers of recent work.
- 3) The finishing coatings used shall be MFMA and UL approved. PPS would like Hillyard 450 Gym Floor Finish or a comparable product to be used (comparable in both playability and durability).
- 4) The scope of work shall include:
  - a. Contractor is to provide material and labor to sand, paint and refinish the gymnasium floors per the specifications and predetermined layout as the Base Bid.
  - b. The contractor shall provide an (ADD) additional cost for potential staining inside of the Central High School three-point lines.
  - c. The contractor shall sand the entire floor to bare wood, removing all old finish, with drum sander, edger, buffer and hand scraper.
  - d. The contractor shall use a coarse, medium, and fine grade sandpaper to make at least 3 cuts across the entire floor.
  - e. After sanding with the drum sander, the contractor shall buff the entire floor using 100 grit screen back or equal grit sandpaper, with a heavy duty buffing machine.
  - f. The gym floor shall be vacuumed and/or tacked before the first coat of seal.
  - g. The gym floor shall present a smooth surface without drum stop marks, gouges, streaks or shiners.
  - h. Painting and Finishing: Apply paint and/or stain as indicated in the photos and as observed in the walk through.
  - i. Mark game lines with proper colors, as approved by PPS using a precision taping tool.
  - j. Apply district approved logos and wording to specified areas, as observed in attached photos and during the walk through.
  - k. Apply the first coat of MFMA conforming Sealer to the entire floor surface, allowing for proper cure time.
  - l. Prep the floor for a second coat of finish using maroon pads to abrade the surface, and tack with a rag.

- m. Apply a final coat of gym floor finish as approved. Hillyard 450 Gym Floor Finish or a comparable finish shall be applied. (Comparable in both playability and durability)
- 5) The contractor agrees that the school district shall have the authority to determine that the work is properly done and meets the school district's satisfaction. The contractor agrees to correct any work that is not to the school district's satisfaction at the expense of the contractor. The school district may withhold partial or all payment until the work is completed to the satisfaction of the school district.
  - 6) Contractor must enclose a copy of their current liability insurance certificate with the proposal.
  - 7) All work must be conducted in strict accordance with the finish manufacturer's specifications.
  - 8) The contractor shall follow all applicable safety regulations.
  - 9) The contractor is responsible for working with the school to ensure the areas are secured to prevent anyone from entering the work area during preparation of the floor and application/drying of the finish.
  - 10) The contractor shall provide all necessary labor, materials, supplies, equipment, and safety devices required to perform the refinishing of the gym floor.
  - 11) The contractor is responsible to take all reasonable precautions to prevent dust from entering other areas of the building.
  - 12) The contractor is responsible for removing and properly disposing of all dust and trash off site as required by law.

**LOCATIONS:**

- 1) Central High School (Main Gym)-8135 S. Westnedge, Portage 49002
- 2) West Middle School ("Old" Gym) – 7145 Moorsbridge, Portage, 49024

***The Portage Public Schools Board of Education reserves the right to accept or reject any or all bids, either in whole or in part; to award contract to other than low bidder; to waive any irregularities and/or informalities; and in general to make awards in any manner deemed to be in the best interest of Portage Public Schools.***

**BID PROPOSAL FORM**

**(All Pages 4 – 9 must be included with your response)**

PROJECT NAME

Project Name: **#10702 – Portage Central High School & West Middle School Gym  
Floor Refinishing & Repainting**

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AGREEMENTS

The undersigned understands that the Owner reserves the right to reject any and all bids and to waive informalities in bidding.

Owner also reserves the right to withhold award of bids for a period of sixty (60) days from bid closing date.

The Owner reserves the right to accept or reject any or all Bids in whole or in part, or to waive any informalities therein. If in the Owners opinion it is in their best interest, the contract may be awarded to other than the lowest bidder, for reasons of establishing uniformity, delivery time, etc.

If award is made to us under this proposal, we agree to enter into an Agreement with Portage Public Schools to furnish equipment, installation service, and on-site training in strict accordance with this proposal, bid documents and all pertinent portions of specifications.

**Successful vendor will be notified and can begin work/scheduling once they have received a purchase order for this work provided to them by the district.**

**AGREEMENTS**

The Owner reserves the right to accept or reject any or all Bids in whole or in part, or to waive any informalities therein. If in the Owner's opinion it is in their best interest, the contract may be awarded to other than the lowest bidder, for reasons of establishing uniformity, delivery time, etc.

The undersigned acknowledges the following are included with the Bid Proposal Form: **(please initial)**

*Detailed Product Specification Information (where applicable):* \_\_\_\_\_

*Warranty Specification Information (where applicable):* \_\_\_\_\_

*Two (2) paper copies & 1 usb copy :* \_\_\_\_\_

NAME OF BIDDER

Contractor  
Name and  
Title:

Address:

Contractor  
Phone  
number:

**Contractor**  
**E-Mail:**

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**GYM FLOORS:**

Central High School:

Main Gym 18,868 square feet \$ \_\_\_\_\_

West Middle School

Main Gym (Old Gym) 6,750 square feet \$ \_\_\_\_\_

**Total Cost of refinishing to include product and labor:** \$ \_\_\_\_\_

\* Contractors must certify that they are experienced in wood gym floor repair and refinishing and provide several references to include names and phone numbers of recent work.

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**SPECIAL INSTRUCTIONS:**

\*See the SCOPE and General Conditions on pages 1-3

\*Completion between the following dates as noted on page 1:

<u>Building</u>	<u>Completion</u>
CHS	July 1st - August 6th
WMS	July 1st - August 6th

***LEGAL STATUS OF BIDDER***

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS.**

The Vendor and/or Bidder certifies to the best of its knowledge and belief that it and its principals: Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency; Have not within a three-year period preceding this agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offences enumerated above in this certification; and Have not within a three-year period preceding this agreement had one or more public transactions (Federal, State, or local) terminated for cause or default; is not now or has been, within a three-year period preceding this date, been listed on the Excluded Parties List System website (EPLS).

Firm Name: \_\_\_\_\_

**Name, title and signature of individual duly authorized to execute contracts:**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

**A Corporation organized and existing under the laws of the State of**

\_\_\_\_\_

**IRAN ECONOMIC SANCTIONS ACT**

Effective April 1, 2013 all bids, proposals, and/or qualification statements received in the State of Michigan (MCL 129.313) must comply with the “Iran Economic Sanctions Act”. The following certification is to be signed and included at the time of submittal.

CERTIFICATION

Pursuant to the Michigan Iran Economic Sanctions Act, 2012 P.A. 517, by submitting a bid, proposal or response, Respondent certifies, under civil penalty for false certification, that it is fully eligible to do so under law and that it is not an “Iran linked business”, as that term is defined in the Act.

\_\_\_\_\_

Signature

\_\_\_\_\_

Title

\_\_\_\_\_

Company

\_\_\_\_\_

Date



**FAMILIAL RELATIONSHIP DISCLOSURE STATEMENT**

As required by Public Act 232 of 2005, all bids shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the Portage Public Schools Board of Education or the Superintendent of Schools. The Board of Education shall not accept a bid that does not include this sworn and notarized disclosure statement.

The undersigned, the owner or authorized officer of \_\_\_\_\_  
(the "Bidder"), pursuant to the familial disclosure requirement provided in the Portage Public Schools advertisement for construction bids, hereby represent and warrant, except as provided below, that no familial relationships exist between the owner(s) or any employee of the company and any member of the Portage Public Schools Board of Education or the Superintendent of Schools. If such a relationship exists, please explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attach additional pages if necessary

By : \_\_\_\_\_ ( Bidder Signature)

Title : \_\_\_\_\_ ( type or print)

Date: \_\_\_\_\_

Subscribed and Sworn to Before Me:

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ A.D., in and for the

County of \_\_\_\_\_, Michigan.

My Commission expires \_\_\_\_\_.

\_\_\_\_\_  
Signature of Notary