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RFP #10701 - Gym Floor Refinishing

DATE ISSUED: January 17, 2022

Sealed bid to be mailed or hand delivered to:

Portage Public Schools
Attention: Amanda Howard, Purchasing Dept.
RFP # 10701
8107 Mustang Dr
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 additional one year periods.

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

- 1) The gym floor refinishing must be performed from the period between 6/24/22 and 8/13/22. All work is to be coordinated with the school district and shall not begin until authorized by the school district. By offering a proposal, the contractor commits to the school district that the work will be completed within the time frame listed above.
- 2) 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.
- 3) 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.

- 4) The coatings used at the Dog House, Igloo, Central Middle School, North Middle School, West Middle School and Stable shall be MFMA and UL approved oil modified urethane wood gym floor finishes, while the coatings at Lake Center and Twelfth Street shall be MFMA and UL approved water based products.
- 5) The scope of work shall include:
 - a. Following the directions provided by the manufacturer on the gym finish product label and or procedures guidelines.
 - b. Pre-cleaning the floor with a water-based cleaner such as Hillyard Super Shine All or Tack It recommended by the finish manufacturer.
 - c. Dry screening the floor with 120-grit screens (at a rate of 250 ft²/side of screen) using a dust collecting device attached to the floor machine.
 - i. Please note that there is very little finish on the CMS and NMS gym floors. Proper precautions should be taken and noted, as to not damage the existing paint.
 - d. Remove all dust through vacuuming the entire floor surface surrounding areas, corners, edges, etc.
 - e. Tack the floor using Hillyard Tack It, Kleen up Solvent or a comparable product until the floor is free of all dust and debris.
 - f. Apply 1 coat of gym floor finish that is an MFMA approved oil-modified urethane wood floor finish with an applicator recommended by the finish manufacturer. Gym floor finish should be Hillyard 450 Gym Finish or a comparable product (for both playability and durability)
 - g. Allow the floor to cure properly to accept a second coat of gym floor finish.
 - h. Prepare the floor for the second coat of finish by abrading the floor with maroon pads or the manufacturer recommended pad system.
 - i. Vacuum and tack the floor with Hillyard Tack-It, Kleen Up Solvent or a comparable product to remove all dust and debris from the floor surface.
 - j. Apply 1 coat of gym floor finish that is an MFMA approved oil-modified urethane wood floor finish with an applicator recommended by the finish manufacturer. Gym floor



finish should be Hillyard 450 Gym Finish or a comparable product (for both playability and durability)

- 6) 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.
- 7) Contractor must enclose a copy of their current liability insurance certificate with the proposal.
- 8) All work must be conducted in strict accordance with the finish manufacturer's specifications.
- 9) The contractor shall follow all applicable safety regulations.
- 10) 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.
- 11) The contractor shall provide all necessary labor, materials, supplies, equipment, and safety devices required to perform the refinishing of the gym floor.
- 12) The contractor is responsible to take all reasonable precautions to prevent dust from entering other areas of the building.
- 13) The contractor is responsible for removing and properly disposing of all dust and trash off site as required by law.

LOCATIONS:

- 1) Northern High School (Igloo & Doghouse)- *1000 Idaho, Portage 49024*
- 2) Central High School (Stable Only)- *8135 S. Westnedge, Portage 49024*
- 3) Central Middle School – *8305 S. Westnedge, Portage 49002*
- 4) North Middle School – *5808 Oregon, Portage 49024*
- 5) West Middle School (NEW Gym Only)– *7145 Moorsbridge, Portage 49024*
- 6) Lake Center Elementary – *10011 Portage Rd., Portage 49002*
- 7) Twelfth St. Elementary – *6501 S. 12th St., Portage 49024*

SPECIAL INSTRUCTIONS:

- *See the SCOPE and General Conditions on pages 1-2**
- **Needs to be performed between 6/24/22 – 8/13/22**



*****CHS Main Gym Floor and WMS OLD Gym are not a part of the scope.**

Suggested Dates for the following buildings:

<u>Building</u>	<u>Completion</u>
Stable CMS	June 24th - July 4th July 11th - July 23rd
Doghouse NMS	June 13th - June 26th June 20th - July 2nd
NHS (Igloo-main gym) WMS (new gym)	July 1st - July 16th July 11th - July 23rd
LCE TWL	August 5th - August 13th August 5th - August 13th



BID PROPOSAL FORM

(All Pages 5 – 9 must be included with your response)

PROJECT NAME

Project Name: **#10701 – Gym Floor Refinishing**

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

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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:

Northern High School:

Igloo 19,000 square feet \$ _____

Doghouse 24,000 square feet \$ _____

North Middle School 8,532 square feet \$ _____

Central High School:

Stable 24,000 square feet \$ _____

Central Middle School 8,532 square feet \$ _____

West Middle School

New Gym 8,840 square feet \$ _____

12th Street Elementary 4,050 square feet \$ _____



Lake Center Elem. 4,050 square feet \$ _____

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

Would there be any increase in costs for the following years: \$ _____ or _____ %

* 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.



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