

# MULVANE SCHOOL DISTRICT

USD # 263



## REQUEST FOR BID

PROJECT TYPE: USD 263 Carpet Bid 2020

### **Introduction:**

USD 263 Mulvane (OWNER) is seeking a qualified contractor to replace carpet and or tile in classroom(s) throughout the district. USD 263 reserves the right to accept or reject any or all bids. **All bids must be submitted to Mulvane USD 263, PO Box 130, Mulvane, KS 67110 or hand delivered to 628 E. Mulvane St., Mulvane, KS.** All bids must be submitted in a sealed envelope marked “USD 263 Carpet Bid 2020”. **Contractor to enclose with bid proposal a copy of current liability insurance.** Contractor will be required to sign a waiver of lien and verification that’ sub-contractors and suppliers have been paid.

If you have any questions, please call Richard Hampton (316) 777-0442

### **The scope of work is as follows:**

1. Removal and disposal of existing carpet or tile and vinyl base trim.
2. Floor Prep for new installation.
3. Installation of new carpet and 4-inch vinyl base trim.
4. USD 263 will have all furnishings removed from each location for carpet installation unless noted.

### **Additional Information**

1. **Floor Preparation:** All floors shall be scrapped to bare concrete using a scrape away disc on a rotary floor machine to remove all old adhesives and assure proper adhesion of new materials. Floors will be patched as needed after scraping, including filling and patching cracks, holes and uneven areas. The floor must be level prior to any new flooring being laid.
2. **Waste Disposal:** Bid will include removal and disposal of all existing flooring; removal and disposal of debris generated during the installation of new materials. USD 263 Dumpsters may not be used for project disposal. Job site will be left free of all scraps or trash generated during the process of installation.

- 3. **Square Footage:** The vendor assumes responsibility for accurate square footage of all areas listed in within this bid package. It is suggested that all vendors conduct site visits and take accurate measurements.
- 4. **Site Visit Information:** Interested contractors are encouraged to visit and inspect the school site prior to submitting a proposal in order to familiarize themselves with the work requirements. Additional information, if required, can be obtained from Richard Hampton, 316-777-0442. Richard Hampton will assist in all site visits. Failure to visit the school prior to submitting a proposal will not relieve the Contractor of any obligation to confirm their ability to perform the work indicated in the Scope of Work.
- 5. Bids shall not include moving of furniture unless noted.
- 6. All Work must be completed and ready for final inspection by **July 30, 2020**.
- 7. **Location(s):**
  - Mulvane High School; 1900 N Rock Road Mulvane KS 67110
  - Mulvane Middle School; 915 Westview Dr. Mulvane KS 67110
  - Munson Primary School; 1007 Westview Dr. Mulvane KS 67110

**Product Specifications:**

The specifications are as follows: We are seeking bids for carpet floor tiles.

- 1. New Carpet: **J & J Product Impulse II 2445 8400 Take A Trip, Floor Tiles**
- 2. Cove base: 4-inch vinyl base - Contractor to supply color samples for approval.

**NOTICE TO BIDDERS:**

The bid will be awarded based on the lowest bid price for the entire project. USD 263 however reserves the right to reduce the number of areas that will be done based on our budget plans. In order that all merchants and dealers may have opportunity to bid on supplies. *It is understood that where one brand or firm name of goods is specified, other brands may be bid on and will be considered, provided the bidder submits satisfactory proof that the article substituted is fully equal to the one specified, but the right is reserved to buy the particular brand requested if in the judgment of the Purchasing Agent it is better suited to the needs of the schools.*

If a quotation is made on an article intended as a substitute for the grade or brand specified, bidders must cross out the name of brand specified and give the name of the substitute. Where a bid is made on a substitute, please furnish complete description of article substituted. If no change is made on the specifications by the bidder, it will be assured that the quotations are based on the grades or brands as specified.

If no grades or brands are specified, bidders are requested to indicate the grades or brands on which their quotations are based.

*The right is reserved to accept or reject any or all bids or any part thereof and to waive technicalities.*

## TIMELINE

**Bid Due:** May 07, 2020 by 11:00 AM

**Bid Opening:** May 07, 2020 at 11:15 AM at Mulvane BOE Office\*\*

**Bid Award:** May 11, 2020 Regularly Scheduled BOE meeting

**Project End Date:** All work must be complete and ready for inspection by July 30<sup>th</sup> 2020.

All bids must be submitted in a sealed envelope marked “USD 263 Carpet Bid 2020”.

**Contractor to enclose with bid proposal a copy of current liability insurance.**

\*\*Covid-19; In order to maintain social distancing our offices are closed to the public. Our bid opening may be viewed using a Zoom meeting if desired. If you wish to participate in the bid opening using Zoom please contact Richard Hampton prior to 05/07/20 for an invitation # and passcode.

**Contacts:** Richard Hampton 316-777-0442, 316-651-7981 or [rhampton@usd263.org](mailto:rhampton@usd263.org)

Brad Canfield 316-777-1102 ext 5116 or [bcanfield@usd263.org](mailto:bcanfield@usd263.org)



### Notice of Non-Discrimination

USD #263 does not discriminate on the basis of race, color, national origin, sex, age, or disability in admission or access to, or treatment or employment in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups.

Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 and the Americans with Disabilities Act Amendments of 2008 prohibit discrimination against persons with a disability in any program receiving federal financial assistance. USD #263 acknowledges its responsibilities under Section 504/ADA and its amendments to avoid discrimination in policies and practices regarding its personnel, students and patrons. No discrimination against any person with a disability shall knowingly be permitted in any program or practice within USD #263. Any person having inquiries concerning USD #263's compliance with regulations implementing Title II, Title VI, Title IX, Section 504 or the Age Discrimination Act is directed to contact the Superintendent of Schools for USD #263 at 628 E. Mulvane Street, P.O. Box 130, Mulvane, KS 67110. Telephone number: (316) 777-1102.

**ATTACHMENT (1) - BID RESPONSE FORM**

Cost of Work per Attached Specifications and Scope of Work

Location	Room #	Cost
Munson Primary School	110, Currently tiled, go to carpet	
Munson Primary School	112, Currently tiled, go to carpet	
Middle School	222	
Middle School	224	
Middle School	332	
Mulvane High School	505 Computer lab (See note below*)	
Mulvane High School	304	
Mulvane High School	306	
Mulvane High School	308	
Mulvane High School	507	
Mulvane High School	509	
Mulvane High School	507-509 Shared office	
Mulvane High School	Main Office Complex	
<b>TOTAL BID</b>		

\* Room 505 is a computer lab and the desk and electrical are affixed to the walls. Our preference is to not disassemble the lab to complete the carpet installation. Please note if you will be able to work around the current furnishing or if it will be required to empty the room for installation.

This Bid Must Be Signed by Firm Name \_\_\_\_\_

Authorized Representative By \_\_\_\_\_

Date \_\_\_\_\_

If you cannot quote on the above, please note your reasons on this blank and return to this office promptly.

Request for Proposals are due no later than 11:00 AM. on Thursday, May 07, 2020 and are to be clearly marked on the outside of the envelope **USD 263 Carpet Bid 2020**. Any responses received late will be returned unopened. The Mulvane School District is not responsible for Requests for Proposals misplaced or mailed incorrectly. This bid is for the replacement and installation of new carpet and or tile within USD 263 buildings.