

PROPOSAL REQUEST

20170606-BOE

Gym Floor Refinish
For
Sumner County Schools



SUMNER COUNTY BOARD OF EDUCATION SUMNER COUNTY, TENNESSEE

Purchasing Staff Contact:
Janice Wright
(615) 451-6569
Janice.wright@sumnerschools.org

This proposal solicitation document is available in an Adobe Acrobat (pdf) format. Any alterations to this 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.

Introduction

Sumner County Government, or herein known as "Sumner County" School System is hereby requesting a proposal for Gym Floor Refinish for Sumner County School. In addition, all other Sumner County Government Departments and Agencies may also purchase for any submitted proposal.

General Information

- I. Proposal Package

3. In addition, for all vendors with annual purchases in excess of \$50,000 (if a business license is required), a business license must be on file in the finance department, or the requisitioner must submit a copy with the purchase

VI. Insurance Requirements and Liability

Each bidder or respondent to the RFP who may have employees, contractors, or agents working on Sumner County properties shall provide copies of current certificates for general and professional liability insurance and for workers' compensation of a minimum of \$250,000. The owner or principal of each respondent must also be insured by workers' compensation if they perform any of the services on School System properties. There will be no exceptions to the insurance requirement.

VII. Payment Terms

Payment terms shall be specified in the bid response, including any discounts for early payment. All payments, unless agreed upon differently, will be after receipt of service or product and School System's approval of conformance with specifications. The price will be effective day of award. The contract will be awarded on a per-year basis with the option to extend for four (4) years upon agreement of both parties

VIII. Deadline

Sealed proposals will be accepted until June 06, 2017 9:30 a.m. local time Proposals received after that time will be deemed invalid and returned unopened to the vendor. Vendors mailing proposal packages must allow sufficient time to ensure receipt of their package by the time specified. There will be no exceptions.

IX. Withdrawal or Modification of Proposal

A withdrawn proposal may be resubmitted up to the time designated for the receipt of proposals provided that it fully conforms to the same general terms and requirements.

X. Package

The package containing the proposal must be sealed and clearly marked " 20170606-BOE- Gym Floor Refinish for SCBOE on the outside of the package. Responses may be hand delivered or mailed to the following address.

Sumner County Board of Education
Attn: Purchasing Supervisor
1500 Airport Road
Gallatin, TN 37066

XI. Right to Seek a New Proposal

The Sumner County reserves the right to accept or reject any and all proposals for any reason. Proposals will be awarded to the best overall respondent as determined by that which is in the best interests of Sumner County.

XII. Procedures for Evaluating Proposals and Awarding Contract

In comparing the responses to this RFP and making awards, Sumner County may consider such factors as quality and thoroughness of a proposal, the record of experience, the references of the respondents, and the integrity, performance, and assurances in the proposal in addition to that of the proposal price.

Proposals will be examined for compliance with all requirements set forth herein.

Proposals that do not comply shall be rejected without further evaluation.

Proposals will be subjected to a technical analysis and evaluation.

Oral presentations and written questions for further clarifications may be required of some or all vendors.

XIII. Discussions

Discussions may be conducted with the vendors which have submitted proposals determined to be reasonably likely of being considered for selection to assure a full understanding of and responsiveness to the RFP requirements. Every effort shall be afforded to assure fair and equal treatment with respect to the opportunity for discussion and/or revision of their respective proposals. Revisions may be permitted after the submission and prior to the award for the purpose of obtaining the best offers.

XIV. Open Records

After the bid is awarded, all proposals will be subject to the Tennessee Open Records Act, and the proposals will be available to the public upon written request.

Summary information on bids submitted will be posted on the School211 ~~Site~~ ^{Sum}

XVIII.

GENERAL TERMS & CONDITIONS

INTENT

It is the intent and purpose of the specifications to describe the general conditions and requirements for contracting athletic flooring services. The services include screen and recoat the floor; and sanding seal/finish, and artwork .

The bid shall secure pricing for individual schools. Each location shall be responsible for securing funds. The School System operates under the non-appropriation of funds clause. The bid is not a guarantee for business.

CONTRACTOR QUALIFICATIONS

Contractors must be a firm experienced in athletic flooring. All contractors must submit a list of ten different references including contact information.

PROPERTY DAMAGE

The contractor shall be responsible to reimburse the School System for any damage to the property due to negligence or as a result of work completed by the contractor. The contractor must, along with a representative of the School System, inspect each location for existing damage to include but not limited to the gymnasium floor, bleachers, thresholds, doors, wall pads, etc. prior proceeding with the project.

SCHEDULING

It is the responsibility of the contractor to schedule work with each location to eliminate conflicts of use of the facilities.

TERMS

The bid shall be valid from July 1, 2017 thru June 30, 2018. The contract will be awarded on a per year basis option to extend for Four (4) years upon agreement from both parties

WARRANTY

All labor and workmanship shall be guaranteed by the contractor for a period of one year from date of completion. All materials shall be guaranteed by the contractor for a period of one year from date of ...

Any defective materials that are discovered during the guarantee period must be replaced at the ... the guarantee period ...

SAND SEAL ARTWORK-FINISH



MIDDLE SCHOOLS

Ellis Middle
100 Indian Lake Road
Hendersonville, TN 37075

Hawkins Middle
487-A Walton Ferry Road
Hendersonville, TN 37075

Knox Doss Middle @ Drakes Creek
1338 Drakes Creek Road
Hendersonville, TN 37075

Portland East Middle
604 South Broadway
Portland, TN 37148

Portland West Middle
110 Noland Private Drive
Portland, TN 37148

Shafer Middle
240 Albert Gallatin Drive
Gallatin, TN

Station Camp Middle
281 Big Station Camp Blvd.
Gallatin, TN 37066

T.W.Hunter Middle
2101 New Hope Road
Hendersonville, TN 37075

Westmoreland Middle
4128 Hawkins Drive
Westmoreland, TN 37186

White House Middle
2020 Highway 31W
White House, TN 37188

DRUG-FREE WORKPLACE

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 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.

Drug-Free Workplace Act of 1988 Sumner County Board of Education is governed by the Drug-Free Workplace Act of 1988 (Pub. L. 10090, Title V, Subtitle D).

Omnibus Transportation Employee Testing Act of 1991 Sumner County Board of Education is governed by the Omnibus Transportation Employee Testing Act of 1991 (Pub. L. 10243, Title V).

Right to an Alcohol and Drug-Free Workplace Employees have the right to work in an alcohol and drug-free environment and to work with persons free from the effects of alcohol and/or drugs.

Required Alcohol and Drug Tests Alcohol and drug testing for safety sensitive employees shall be in accordance with the provisions contained in the Sumner County Alcohol and Drug Policy adopted by departments which have safety sensitive positions.

Contracts Any contractors providing goods or services to Sumner County Board of Education must comply with all State and Federal drug free workplace laws, rules and regulations and so certify this compliance by completion of the DRUG-FREE WORKPLACE AFFIDAVIT (attached page 2).

DRUGFREE WORKPLACE AFFIDAVIT (page 2)

STATE OF _____

COUNTY OF _____

ATTACHMENT 1

STATEMENT OF NON-COLLUSION

The undersigned affirms that they are dully authorized to execute this contract, that this company, corporation, firm, partnership or individual has not prepared this proposal in collusion with any other respondent, and that the contents of this proposal as to prices, terms or conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this proposal.

Company _____

Address _____

Phone _____

Fax _____

Respondent (Signature) _____

Respondent (Print Name and Title) _____

Authorized Company Official (Print Name) _____

