

# PROPOSAL REQUEST

20170606-BOE

Gym Floor Refinish  
For  
Sumner County Schools



## SUMNER COUNTY BOARD OF EDUCATION SUMNER COUNTY, TENNESSEE

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A withdrawn proposal may be resubmitted up to the time designated for the receipt of proposals provided that it fully conforms to the same general terms and requirements.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





# 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 to 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) \_\_\_\_\_





