# REQUEST FOR PROPOSAL (RFP)

NUMBER: 20220517

# SUMNER COUNTY BOARD OF EDUCATION

This solicitation document serves as the written determination of the SCS Purchasing Supervisor that the use of Competitive Sealed Proposals for this solicitation is in the best interest of SCS.

RFP Title: RT Fisher Gym Floor

Purchasing Staff Contact:

**Chris Harrison** 

Janice Wright

# NOTICE TO PROPOSERS

There may be one or more amendments to this RFP. In order to receive communication for any such amendments issued specifically to this RFP, the proposer must provide a Notice of Intent to Propose

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- 4.

# 1. Introduction/Overview

# 1.1. Purpose

The Sumner County Board of Education (SCS) is requesting sealed proposals for the installation of a multipurpose surfacing system in the gym of RT Fisher Alternative School. as specified herein.

# 1.2. Contact Information

Unauthorized contact regarding this RFP with employees or officials of SCS other than the Purchasing Supervisor named below may result in disqualification from this procurement process.

# D. INSTALLATION

- 1.
  - instructions.
- 2. The installer shall install the surfacing minimizing cross seams. Provide a seam diagram for approval prior to installation, if applicable.
- 3. It is the responsibility of the installer to ensure that the slab is free of dust, dirt, debris, or any other material that will impair proper adhesion of the proposed surfacing.

# E. <u>WARRANTY</u>

- 1. Must be provided by the product manufacturer. Third party warranties will not be accepted.
- 2. Must provide for repair or replacement including labor for product that fails within specified warranty period.
- 3. Failures include, but is not limited to, the following:
  - Materials manufacturing defects.
- 4. defects.

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# 5. Instructions for Proposal

# 5.1. Required Forms

Proposer must complete and submit the Attachments in Section 6. Attachments may be omitted depending on the RFP requirements. Refer to the Table of Contents for omitted Attachments. Evidence of a valid State of Tennessee Business License and/or Sumner County Business License. For all vendors with annual purchases in excess of \$50,000; a Sumner County Business License must be on file with the SCS Finance Department.

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# The outside of the proposal package must be labeled as follows (if applicable) per T.C.A § 62-6-119:

- 1. The name, license number, expiration date thereof, and license classification of the contractor applying to bid for the prime contract;
- 2. The name, license number, expiration date thereof, and license classification of the contractor applying to

#### ATTACHMENT 6.1 – Contact Information

Company Legal Name:	istrati. 0 4 TfW 2 0 612 792 reW* nBT/F
Company Official Address:	

Company Web Ste (URe (UR\_reW\* nBT/F2 11.04 Tf 1 0 0 1 36 624.7 Tm0 g0 G()]TJETQ47624.5707j70 G(Co)6(m)-4(p)3(a46 597

Attn: Purchasing Supervisor 1500 Airport Road Gallatin, TN 37066

## ATTACHMENT 6.2 - Bid Form/Certification

RT Fisher – Total Project Cost = \$\_\_\_\_\_

By checking this box, Proposer agrees that SCS reserves the right to extend the terms, conditions and prices of this contract to other Institutions (such as State, Local and/or Public Agencies) who express an interest in participating in any contract that results from this RFP. Each of the piggyback Institutions will issue their own purchasing documents for the goods/service. Proposer agrees that

# ATTACHMENT 6.3 – References

1.	Project Name/Location:	
	Agency/Department:	
	Date of Project:	Dollar Value:
	Project Manager/Contact:	
	Phone:	Email:
2.	Project Name/Location:	
	Agency/Department:	
	Date of Project:	Dollar Value:
	Project Manager/Contact:	
	Phone:	Email:
3.	Project Name/Location:	
3.	-	
3.	-	
3.	Agency/Department: Date of Project:	
3.	Agency/Department: Date of Project:	Dollar Value:
3.	Agency/ Department: Date of Project: Project Manager/ Contact:	Dollar Value:
	Agency/ Department: Date of Project: Project Manager/ Contact:	Dollar Value:
	Agency/Department: Date of Project: Project Manager/Contact: Phone:	Dollar Value:
	Agency/Department: Date of Project: Project Manager/Contact: Phone: Project Name/Location:	Dollar Value: 
	Agency/Department:   Date of Project:   Project Manager/Contact:   Phone:   Project Name/Location:   Agency/Department:   Date of Project:	Dollar Value: 

\*Proposers may copy this page and submit additional references.

## ATTACHMENT 6.4 - Certification of Non-Collusion & Debarment or Suspension

The undersigned Proposer certifies that they are duly 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 co

# ATTACHMENT 6.5 – Attestation Re Personnel

# ATTESTATION RE PERSONNEL USED IN CONTRACT PERFORMANCE

CONTRACTOR LEGAL ENTITY NAME:

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FEDERAL EMPLOYER IDENTIFICATION NUMBER:

# ATTACHMENT 6.6 – Drug Free Workplace Affidavit

The Sumner County Bo

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#### ATTACHMENT 6.9 – Vendor Checklist

# Vendor Checklist for Prevention of Common RFP Mistakes that lead to Proposal Rejection

- 1. <u>Submission of Proposal</u>
  - \_On-Time Submittal
  - o Deadline is listed in Section 4 Schedule of Events
  - o Late Proposals will be IMMEDIATELY DISQUALIFIED
  - \_\_\_\_A Proposer may not submit alternate proposals unless requested.
  - \_\_\_\_Tax not included in cost proposal.
  - \_\_\_\_ Clearly marked outside of envelope/package.
    - o RFP
    - Vendor Name, License Number, Expiration Date & License Classification (if applicable)
    - Other License data as required in Section 5.5 Proposal Package

\_No erasures on proposal documents.

#### Correct Format:

\_\_\_\_One (1) Complete Original (Section 5.5 & Attachment 6.2)

\_\_Original Signature on Original Proposal. NO copied or digital signatures (Section 5.5 & Attachment 6.2)

2. Required Forms

Evidence of Business License (Section 5.1)

Attachment 6.1)

Attachment 6.2)

Attachment 6.3)

• Must meet the criteria established in Section 5.8 Evaluation of Proposals.

Certification of Non-Collusion & Debarment or Suspension Attachment 6.4)

Attachment 6.