



Cartersville School System

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SUPERINTENDENT

REQUEST FOR PRICING

KENNETH CLOUSE, Ed.S.
ASSISTANT SUPERINTENDENT

March 30, 2018

Dear Gentlemen:

The Cartersville School System invites you to submit a proposal on the following projects:

Installation of carpet and cove base at Cartersville Elementary School

Return your sealed bids marked **RFP ENCLOSED** on the outside of the envelope or package to:

**Dr. J. Howard Hinesley,
Superintendent
Cartersville School System
RFP # 9300-330-228 ENCLOSED
P.O. Box 3310, 15 Nelson Street
Cartersville, Georgia 30120**

no later than 2:00PM, Monday, April 30, 2018

The Cartersville School Board reserves the right to accept and/or reject any and all bids.

We invite your participation.

Sincerely,

J. Howard Hinesley, Ed. D.
Superintendent
Enclosures

INSTRUCTION TO BIDDERS

1. Proposals are due no later than 2:00 PM., Monday, April 30, 2018, and shall be opened publicly at that time.
2. **Proposals must be submitted on the forms enclosed.** Bidders may attach other appropriate information to best evaluate the proposal.
3. Proposals must meet the requirements relating to any and all Georgia Department of Education guidelines.
4. Proposals must include manufacturer and carpet specifications.
5. There will be a mandatory pre-bid meeting will be held on Thursday April 12, 2018 @ 2:00 PM EST. at the Cartersville School System's Central Office located at 15 Nelson Street, Cartersville Georgia.
6. The Cartersville School Board reserves the right to accept or reject any and all proposals.
7. Work is to begin no earlier than May 24, 2018 and must be completed no later than July 20, 2018.
8. Payment will be made within 30 days of the completion of project.
9. Proposals will be evaluated on price, starting date and completion date and materials to be used.
10. Carpet samples may be required.
11. Contractor must dispose of existing carpet and cove base and provide a disposal unit (dumpster) to be used to discard carpet and cove base.
12. Contractor must provide a copy of **Certificate of Liability Insurance, E-Verification number, Workers Compensation Insurance and a W-9 form.**
13. Contactor is responsible for all measurements regarding amount of carpet and cove base to be used.
14. Further information regarding the RFP can be obtained by emailing:

Dean Williams
Maintenance Supervisor
Cartersville School System
dwilliams@cartersville.k12.ga.us

Please include this cover sheet as (page 1) of your proposal

PROPOSAL FORM

Cartersville School System
P.O. Box 3310
15 Nelson Street
Cartersville, Georgia 30120

Gentlemen:

We have carefully examined and fully understand the Instructions to Bidders and other documents found in the specifications as prepared by you.

We propose to enter into a contract to furnish materials and labor as specified at prices quoted.

Total bid proposal price for project listed: \$ _____

Respectfully,

Name of Company

Signature of Company Representative Authorized to Submit this Proposal

Printed Name of Representative

Business Address/ Street, City, State, Zip Code

Phone Number

Fax Number

E-Mail

SPECIFICATIONS

1. SCOPE OF WORK AND LOCATION:

- A. Installation of carpet in music room.
- B. Installation of carpet in administrative suite, lobby and offices.
- C. Installation of carpet in counselor's office.
- D. Installation of carpet in media center and offices.
- E. Installation of cove base in all areas where carpet is installed.
- F. Removal of existing carpet and cove base.

2. PRODUCTS:

A. Manufacturers:

- 1. Carpet: Mohawk
- 2. Cove Base: Johnsonite

3. SPECIFICATIONS:

Carpet

Brand	Aladdin Commercial
Style Name / Number	Scholarship II / 2B99
Construction	Tufted
Surface Appearance	Textured Heather Loop
Width	12'
Pattern Repeat	None
Warranties	Lifetime Wear 10 Year Stain Resist 10 Year Colorfast
Color	To Be Determined

Cove Base

Match existing colors and manufacturer

4. PREPERATION:

Carpet

- A. Comply with manufactures written installation instructions for preparing substrates before carpet is installed.
- B. Use floor sander to remove carpet glue or any products from substrates that might cause carpet not to stick.
- C. Use towel able leveling and patching compound to fill cracks, holes and depressions in substrates.
- D. Sweep and Vacuum cleans substrates to be covered before product installation. Check for any items that might have been missed when cleaning surface.

Cove Base

- A. Comply with manufactures written installation instructions for preparing substrates indicated to receive resilient products.
- B. Remove glue or any products from substrates that might cause cove base not to stick.
- D. Cove base must be wiped down with cleaning solution after installation is completed.

SCOPE OF WORK PRICING

Installation of Carpet \$ _____

Installation of Cove Base \$ _____

Total Proposal \$ _____

Date Submitted: _____

Authorized Signature: _____