

CLARKSDALE MUNICIPAL SCHOOL DISTRICT
135 Washington Street
P. O. BOX 1088
CLARKSDALE, MS 38614

Bid Proposal

FOR: Gymnasium Flooring #2018-06

INVITATION TO BID

The Clarksdale Municipal School District is soliciting proposals for gymnasium flooring at W.A. Higgins Middle School. Sealed and electronic bids will be received in the office of the Business Manager of the Clarksdale Municipal School District, until 11:00 a.m. on June 7, 2018.

For a listing of the bid specifications and instructions to bidders please go to the district's website (www.cmsd.k12.ms.us) and click the link Bid 2018-06 Gymnasium Flooring. Mailed bids must be sent to P. O. Box 1088, Clarksdale, MS 38614. The envelope must be marked "Gymnasium Flooring Bid #2018-06" in the lower left corner. The certificate of responsibility number must also be listed on the face of the envelope in the lower left corner. For electronic bidding, download RFP documents from the district's website under the "Project Bid Information" link.

The Clarksdale Municipal School District Board of Education reserves the right to reject any and all bids and to waive any technical defects.

Dennis Dupree, Superintendent

CLARKSDALE MUNICIPAL SCHOOL DISTRICT CLARKSDALE, MISSISSIPPI

INSTRUCTIONS TO BIDDERS

GENERAL

No bids may be withdrawn for a period of forty-five (45) days following the scheduled opening date.

The Board of Trustees reserves the right to reject any and all bids and waive any informalities.

Vendor must be licensed to do business in the State of Mississippi.

Must be in compliance with all federal, state and local laws.

All items MUST be asbestos free.

Certificate of responsibility is required for bids of \$50,000 or more.

SEALED BIDS

The Clarksdale Municipal School District (CMSD), Clarksdale, Mississippi, will receive sealed bids at the Central Office Administration Building, 135 Washington Street, Clarksdale, MS until 11:00 a.m. on June 7, 2018. All bids shall be submitted to this address on or before the above time and date. Envelopes containing bids shall be plainly marked "Gymnasium Flooring Bid #2018-06." The certificate of responsibility number must also be listed on the face of the envelope in the lower left corner.

ELECTRONIC BIDS

The Clarksdale Municipal School District (CMSD), Clarksdale, Mississippi, will receive electronic bids until 11:00 a.m. on June 7, 2018. Bidding information can be downloaded at www.questcdn.com under Login using QuestCDN #5763102 for a non-refundable charge of \$10.00. Contact QuestCDN.com at 952-233-1632 or info@questcdn.com for assistance in membership registration, downloading this digital project information and vBid Online Bid Submittal. To submit a vBid online bid you must download the project bid document file from QuestCDN which will add you to the plan holders list and gain you access to vBid Online Bidding for a non-refundable charge of \$10.00.

LOCATION

W. A. Higgins Middle School is located at 1749 Chestnut Street, Clarksdale, MS 38614.

INSURANCE / BOND REQUIREMENTS

The following minimum insurance and bond requirements must be met or the bid may be considered incomplete and therefore rejected:

- a) Commercial General Liability – in an amount of \$1,000,000.00 per occurrence with \$2,000,000.00 aggregate
- b) Commercial Auto Liability – Combined Single Limit in an amount of \$1,000,000.00
- c) A performance bond (upon acceptance of bid) payable to, in favor of or for the protection of Clarksdale Municipal School District, as owner, for the work to be done in an amount not less than the amount of the contract, conditioned for the full and faithful performance of the contract.
- d) A payment bond (upon acceptance of bid) payable to Clarksdale Municipal School District and conditioned for the prompt payment of all persons supplying labor or material used in the prosecution of the work under said contract, for the use of each such person, in an amount not less than the amount of the contract
- e) Each bid, exceeding \$5,000 must be accompanied by the Bidder's certified check or a bid bond (use AIA document A310, Bid Bond, 1970 Edition for execution of Bid Bond), duly executed by the Bidder as principal and having surety thereon, a surety company approved by the Owner and signed by an agent resident in Mississippi, in the amount of five percent (5%) of the bid. All bid bonds must be accompanied by the appropriate Power of Attorney designating the Mississippi Resident Agent.
- f) Workers' Compensation and Employer's Liability Insurance:
 - a. Workers' Compensation Limits: Statutory-State of Mississippi. Policy must include a waiver of subrogation in favor of Clarksdale Municipal School District.
 - b. Employers' Liability: \$1,000,000.00 Each Accident; \$1,000,000.00 Disease Policy Limit; \$1,000,000.00 Disease Each Employee;
- g) Vendor must name the Clarksdale Municipal School District as certificate holder on the Certificate of Liability insurance; and,
- h) Proof of coverage must be placed on file with the Clarksdale Municipal School District by the awarded vendor and kept current throughout the term of the project.

REFERENCE

Please provide two (2) references for similar type work completed.

SCHEDULE OF WORK

The Clarksdale Municipal School District Director of Support Services will coordinate the schedule of work for the project. Bidder will be expected to begin work within ten days of notification of bid award. Failure to begin work within ten days and/or failure to deliver the required bonds within ten days after he has received notice of the acceptance of his bid, will forfeit to the district as liquidated damages the bid bond

submitted. The bidder is expected to complete work within five (5) weeks of beginning the project.

CONDITIONS OF WORK: Each bidder must fully inform himself of the conditions relating to the construction of the project and employment of labor thereon. Failure to do so will not relieve a successful bidder of his obligation to furnish all material and labor necessary to carry out the provisions of his bid.

EXAMINATION OF SITE: All bidders will visit the site and inform themselves of all conditions. Failure to visit the site will in no way relieve the successful bidder from his obligation to complete all work in accordance with the provisions of his bid.

LAWS & REGULATIONS: The bidder's attention is directed to the fact that all applicable state laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over construction of the project apply and that he is required to comply with them.

OBLIGATION OF BIDDER: At the time of opening of bids, bidder will be presumed to have inspected the site and to have read and be thoroughly familiar with the specifications.

PRICE

Cost must be shown on the attached Bid Sheet. All bids must be **FIRM PRICE**. Price must include all taxes.

BID SHEET DETAIL

Vendor can substitute the bid sheet detail by providing a company proposal/quote. Vendor is still required to complete the bid sheet.

AWARD

The District will evaluate the bids and determine the best bid based on price and meeting all specifications. The District will be the sole judge of the lowest and best bid for each category.

BILLING

All goods and/or installation must be complete before issuing an invoice. Invoice date is to be determined by the date of delivery the invoice to Clarksdale Municipal School District. The district will pay all invoices within 45 days of receipt of the invoice and being verified for accuracy. Final payment will be made upon acceptance of the project.

DAMAGE

Clarksdale Municipal School District will hold the successful bidder responsible for any damage caused to the building or assets of the CMSD under all conditions.

BID INSTRUCTION

Submit the following:

- Assurances
- Bid Sheet
- Verification of license to do business in the State of Mississippi
- Certificate of Responsibility Number
- Bid Bond

QUESTIONS

Please email questions by Monday, June 1, 2018, at 9:00 a.m. to:

Kamilah Woods, Business Manager, kwoods@cmsd.k12.ms.us

Responses will be sent to vendors by Tuesday, June 5, 2018, at 9:00 a.m.

To view the gymnasium prior to submission of bid, contact Rodger Fullilove at 662-902-4233.

GYMNASIUM FLOORING

ASSURANCES

I have examined the specifications outlined in the notice to bidders for gymnasium flooring. My company agrees to furnish, deliver and/or install all items according to your specification and instructions at the indicated price submitted on the bid sheet. I, the undersigned, understand and accept the instructions and conditions under which this bid is being submitted.

I understand that a company officer's signature is required on this form and unless this has been done, our bid may be considered incomplete and therefore rejected.

COMPANY: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

COMPANY OFFICER'S NAME: _____

TITLE: _____

DATE: _____ TELEPHONE: _____

FAX: _____ CELL PHONE: _____

EMAIL ADDRESS: _____

SIGNATURE: _____

BID SHEET

Specifications for Gymnasium Floor W. A. Higgins Middle School

All materials and labor for complete floor to be provided by contractor.

1. Install treated 2"x4"s on floor beneath where old stands are removed
2. Install 2 layers $\frac{3}{4}$ " plywood decking on 2"x4"s where old stands are removed
3. Install 2 layers $\frac{3}{4}$ " plywood decking on existing gym floor
4. Install 25/32" Maple hardwood over all $\frac{3}{4}$ " plywood decking
5. Install metal thresholds for 14 doors
6. Install metal threshold at rear cased entrance to gym
7. Install vented base and moisture barrier for complete floor area
8. Sand and finish floor to smooth surface, apply two coats of wood sealer
9. Paint borders, basketball lines, including 3 point line, and lines for volleyball
10. Paint Wildcat logo in center circle
11. Apply two coats of gym finish on gym floor
12. Install 12"x12" VCT tile on 96'x6' entrance to gym
13. Install rubber based for entrance to gym 112 linear feet

I have read the above specifications and I am offering the price stated below as a bid:

\$_____