



ELMORE COUNTY BOARD OF EDUCATION

100 H.H. Robison
P.O. Box 817
Wetumpka, AL 36092

Phone: 334-567-1200
Fax: 334-567-1405

Richard E. Dennis, Superintendent
Jason M. Mann, CSFO

INSTRUCTIONS

RESILIENT FLOORING BID 24-008

1. The scope of work is to include removing existing carpet and adhesive, preparing the floor for LVT tile, installing LVT tile, cove base installation and clean up.
2. Plans are not available and a site visit is encouraged
3. Desks, furniture will be relocated by the school board
4. **The work will be performed during summer break, May 23, 2024 thru August 8, 2024**
5. Work area will be cleaned after each work session.
6. Bidders shall submit quotes for labor and materials per square foot, per linear foot, and or square yard.
7. The majority of the tile installation will be in classrooms
8. This project will not exceed **60,000** square feet per calendar year.
9. All quotations must be made on company letterhead and must be signed by an authorized company official.
10. The successful bidder must allow a representative of the Board of Education an opportunity to inspect the work in progress
11. It is the policy of the Board of Education to purchase on the basis of low bid, it being understood that the Owner reserves the right to make the determination by whatever means that may be required.
12. Bidders must be able to demonstrate that they have been doing business under the same name with work experience similar in category and scope to what is described in this bid request for a minimum of five years prior to the date of this bid.
13. Whenever possible, all work will be performed while students and faculty are not present at the site.
14. Vendors must provide documentation of enrollment in the E-Verify program with signed contract.
15. Vendor must furnish a certificate of insurance of no less than \$500,000.00 at the time of bid.
16. The successful bidder will be notified of the award of the contract and given a notice to proceed
17. Payment will be made within 30 days upon completion of each project and acceptance by the owner.
18. Workmanship will be warranted for 1 year from the date of acceptance of the project.
19. The Board of Education reserves the right to reject any or all bids.
20. Payment and Performance bonds are due at signing of contract.

Every student empowered. Every student succeeds.

BOARD MEMBERS

David Jones-Chairman Michael Morgan-Vice Chairman Dale Bain Leisa Finley Joey Holley Wendell Saxon Brian Ward



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21. Five percent (5%) retainage will be held on the estimated amount of work done and the value of materials stored on the site or suitably stored and insured off-site shall be held until final completion, acceptance of all work.
22. Upon completion of a contract, the contractor's period for publication of notice decreased from four (4) consecutive weeks to a minimum of three (3) consecutive weeks. Alabama Code §39-1-1(f)(1).

Authorization of public notice by electronic means: Upon completion of the contract, the contractor can publish a notice in one or more of the following ways:

- a. In a newspaper in the county or counties in which the work was done.
- b. On a website maintained by a newspaper in the county or counties in which the work was done.
- c. On a website utilized by the awarding authority for publishing notices.

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