Request for Proposals

Tuolumne County is soliciting proposals for wood flooring replacement at the Groveland Community Hall in Groveland, CA.

The Project

Provide resources to install wood flooring at the Groveland Community Hall in the main meeting room. The building is located at 18720 Hwy 120, Groveland, CA. This project requires a CSLB C15 Flooring license.

Scope of Work

1. Contractor will provide all necessary materials, labor, equipment and incidental supplies to remove the existing water damaged Oak floor and install approximately 2,000 square feet of Red Oak flooring.

Specifications

See Attached "A" Division 9 Specifications

Miscellaneous

1. All areas of work will be measured and field verified by the contractor prior to the start of the project.
2. Contractor will provide a project schedule prior to starting work.
3. The Contractor will be responsible for the proper handling of all waste and clean up from the project and disposal costs.
4. This project will be completed after normal business hours on weekdays or on weekends.
5. All construction shall be completed in accordance with industry standard practices. All products will be installed to manufacturer provided recommendations and meet California building standards.
6. Flooring samples will be provided to owner of standard color selections.

Minimum Wages

Minimum wage rates for this project are predetermined by the Director of Industrial Relations, pursuant to California Labor Code, Part 7, Chapter 1, Article 2, Sections

1779, 1773, and 1773.1. A copy of such minimum wage rates is on file at Facilities Management Office located at 9 Calaveras Street, Sonora, CA, copies of which are available to any interested party on request. A copy of the determination of the Director of Industrial relations of the prevailing rate per diem wages is to be posted on the job site.

DIR Registration and Notice

To be qualified to bid on, be listed in a bid proposal or engage in the performance of any public work contract subject to Labor Code section 1720, contractors and subcontractors must be registered with the Department of Industrial Relations. Please see http://www.dir.ca.gov/Public-Works/PublicWorks.html for more information. No contract will be entered into without proof of the contractor's and subcontractors' current registration with the Department of Industrial Relations to perform public work. If awarded a contract, the bidder and its subcontractors, of any tier, shall maintain active registration with the Department of Industrial Relations for the duration of the project.

This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. Each contractor and subcontractor must furnish certified payroll records to the Labor Commissioner at least monthly.

The County is required to provide notice to DIR of any public work contract subject to prevailing wages within five (5) days of the award.

Safety

The Contractor shall comply with all applicable provisions of the California Occupational Safety and Health Act of 1973, including any amendments thereto, and the rules, standards, orders and regulations prescribed by the Occupational Safety and Health Standards Board and the Division of Industrial Safety in the California Department of Industrial Relations. Contractor shall further comply with all other applicable safety laws, ordinances and regulations.

Insurance

The Contractor, prior to beginning work on the subject Contract, shall furnish to the County a Certificate of Insurance setting forth that, in the event of accident or occurrence which may give rise to a claim to lawsuit against the County or its officers and employees, he has in full force and effect Bodily Injury Liability and Property Damage Liability Insurance.

A. **Workers Compensation-** in compliance with the statutes of the State of California.

B. **General Liability** – insurance with a minimum limit of liability per occurrence of $1,000,000 for bodily injury and $100,000 for property damage. The

Certificate of Insurance shall indicate the aforementioned.

C. **Automobile Liability** – insurance with a minimum limit of liability per occurrence of $1,000,000 for bodily injury and $100,000 for property damage. This insurance shall cover for bodily injury and property damage, owned automobiles, and non-owned automobiles.

Said Certificate of Insurance shall be in a form acceptable to the County and shall provide that the County, its officers, agents, and employees are additional insured under such a policy. Copies of a Certificate of Insurance form and Additional Insured Endorsement form acceptable to the County may be obtained from the County Risk Manager, County Administrative Center, 2 South Green Street, Sonora. The policy may not be canceled or reduced in coverage until after 30 days written notice. Wording to this effect shall be on the policy.

Proposals

Proposals shall be sealed when delivered; envelope shall be marked with the Project Name, Bid Date and Time; no FAX or EMAIL responses will be accepted. Proposals shall be submitted to Ed Hoag, Facilities Manager: hand delivered or overnight delivery to 9 Calaveras St., Sonora, California 95370 or via mail to 2 South Green St., Sonora CA 95370. The County shall receive the proposals no later than 2:00 PM October 25, 2018 **at which time said bids will be opened and publicly read.**

Conditions

Mandatory job site inspection is scheduled for October 11, 2018 at 10:00 AM. Meet at the entrance of the Tuolumne County Groveland Community Hall, 18720 Hwy 120, Groveland, CA. Contractor's contact is Ed Hoag, at Facilities Management, 9 Calaveras Street, Sonora, 209-533-5660.

Prices

The sum stated in the bid, for which the bidder offers to perform the work described in the bidding documents, are the base to which work may be added or deducted, at the discretion of the Tuolumne County Facilities Manager, for sums stated in the alternate bids if such are noted in the description of the work.

Selection Process

The proposals will be evaluated based on the total cost of the work (total cost of work shall be defined as base bid plus any awarded alternates), possession of the necessary license(s) and experience and ability to successfully complete the work. The County retains the right to reject any/all bids it deems unsatisfactory and to wave any deficiency in the proposal if deemed to be immaterial.

Time for Completing the Work

Contractor shall complete the services within thirty (30) calendar days of receiving notice from the County of acceptance of the Contractor's proposal.

Funding Availability

A. It is mutually agreed that if the County budget of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the County shall have no liability to pay any funds whatsoever to Contractor or to furnish any other considerations under this Agreement and Contractor shall not be obligated to perform any provisions of this Agreement.

B. If funding for any fiscal year is reduced or deleted by the County budget for purposes of this program, the County shall have the option to either cancel this Agreement with no liability occurring to the County, or offer an Agreement amendment to Contractor to reflect the reduced amount.

Contact Person:

Janelle Giannini
Staff Services Analyst
Mailing Address:
2 South Green Street
Sonora, California 95370
(209) 533-5660

Attachment A

SPECIFICATIONS

DIVISION 1
GENERAL REQUIREMENTS

01800 CLEANING AND MAINTENANCE

Part 1 - GENERAL

1.1 SUMMARY

A. Keep the buildings and site well organized and clean throughout the construction period.
B. Provide all related materials, equipment, and labor required to maintain the job site in a neat and orderly condition in accordance with the **Scope** and as specified herein.
C. Provide general clean up daily and removal of all scrap and debris from the site. Exception: Reusable scrap shall be stored in a neatly maintained, designated storage area.
D. Daily pick up shall include a thorough broom-clean sweep or HEPA vacuum. Hazards of all paved areas on site and public paved areas adjacent to the site. Completely remove swept dirt and debris.
E. Daily cleaning shall not replace the required clean up after the work of specific trades as specified herein.
F. At completion of work, remove from the job site all tools, equipment, surplus materials, scrap and debris.
G. Inspect both interior and exterior surfaces and remove all waste materials, paint droppings, or other debris remaining from the work performed under the **Scope** and as specified herein.
H. Schedule final cleaning and clearance by owner.

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END OF SECTION – 01800 CLEANING AND MAINTENANCE

DIVISION 9
FINISHES

09550 WOOD FLOORING

1.1 WORK

A. Provide all labor and materials required to complete the wood flooring work as listed in the **Scope of work**, and as specified herein.

1.2 QUALITY STANDARDS

A. Provide experienced well-trained workers competent to complete the work as specified.

B. All work shall comply with manufacturer's instructions and governing building codes.

1.3 SUBMITTALS

A. Do not start work until **Owner** has approved and signed the Tuolumne County Owner's Material Selection Sheet (Appendix A).
   a. Supply **Owner** with samples of standard color selections.
   b. Submit to **Owner** manufacturer's flooring care and cleaning instructions, and warranty.

1.4 MATERIALS HANDLING

A. Provide all materials required to complete the work.
   a. Deliver and transport materials to avoid damage to the product or to any other work.
   b. Return any products or materials delivered in a damaged or unsatisfactory condition.
   c. Materials and products delivered will be certified by the manufacturer to be as specified.
   d. Packaging must be sealed with clear manufacturer and identification markings.
B. Store wood flooring materials in work area for at least 72 hours prior to installation.
   a. Protected from weather or moisture.
   b. Protected from construction damage.
   c. Protected from occupant traffic.

PART 2 – MATERIALS

2.1 FLOORING AND ACCESSORIES

A. Wood flooring repairs:
   a. Provide wood flooring in sizes, species, grades and configurations as similar as possible to the original flooring.
B. New wood flooring:
   a. Select grade plain-sawn Red Oak, 3/4" thick, 2-¼" face width.
   b. Tongue and grove, end matched.
   c. Install wood nosings at landings and stair treads.
   d. Install underlayments per manufacturer's recommendations.
C. Nails, screws, other fasteners as per flooring manufacturer's specifications.
   a. Ring-shank flooring nails must be long enough to securely attach the flooring to substrate.
   b. Where possible, nails shall be hidden from view.
   c. When nails cannot be hidden, countersink nails and fill holes with manufacturer's recommended filler.

    d. Nails must not split the flooring.

D. Install wood baseboard as listed in the **Scope** and as specified herein.
    a. Unless otherwise listed in the **Scope**, wood baseboard shall match as closely as possible the architectural characteristics of the original (existing) baseboard.
    b. Newly installed wood baseboard and trim shall be painted or stained to match surrounding woodwork.

E. Install shoe molding to conceal edges at vertical projections, walls, cabinets, etc.
    a. Newly installed wood shoe shall be painted or stained to match flooring finish.

F. Metal transition strips (thresholds):
    a. Edge strips shall be no less than 3/4” width, 1/8” thick, butt type, rounded or beveled on the exposed edge with lengths sufficient to minimize joints.
    b. Standard color (i.e. silver or gold) per **Owner**’s selection.
    c. Do not reuse transition strips.

PART 3 – INSTALLATION

3.1 PRECONSTRUCTION AND PREPARATION

A. Examine and verify that job conditions are satisfactory for speedy and acceptable work.

B. Prior to installation of new wood flooring:
    a. Clear area or room of furniture, appliances, and other obstructions.
    b. **Contractor** shall take all necessary precautions to minimize damage to surrounding surfaces during removal and installation of flooring materials.
    c. The **Contractor** at the **Contractor**’s expense shall repair any surfaces damaged during removal and installation of flooring materials.
    d. Remove existing shoe molding, nosings, transition strips (thresholds), etc. to allow for the complete and proper installation of the flooring.
    e. Remove base molding only if necessary for a complete and proper installation of new flooring, or if listed in **Scope**.
    f. All debris created shall be properly disposed of by the Contractor.
    g. Inspect sub-floor for structural deficiencies, soundness, and make any necessary repairs.

3.2 FLOORING INSTALLATION

A. Flooring shall be installed per manufacturer’s instructions and as specified herein.
    a. Store wood flooring in work area for 72 hours prior to installation.
    b. Reject warped or bent flooring material.

B. Wood floor layout:
    a. Confirm direction of wood flooring strips, patterns, and borders.
    b. Confirm the schedule for stripping, sanding and finishing.
    c. Extend flooring into closets, recesses, toe spaces, doorways, etc.

d. Flooring shall be smooth without humps or depressions.
e. Butt flooring tightly against vertical surfaces, door jambs, casings, etc.
f. Scribe as necessary to fit around objects and at changes in floor finish materials.
g. Scribed joints must be cut neatly and square.

C. Nailing:
a. Drive diagonally.
b. Space as required.
c. Nail at ends of each strip.
d. Pre-drill as necessary to prevent splits.
e. Nail type as specified by manufacturer.

D. Joints:
a. Construct joints within tolerances required by manufacturer.
b. Cut joints: tight, straight, matched, aligned.
c. Stagger joints.
d. Do not allow end joints to occur side by side; separate by at least two strips.
e. Do not damage tongue and grooves before or during installation.
f. Use small or varied strips sparingly and never near one another.
g. Provide a minimum of ½" expansion joint space at all walls.

E. Install shoe molding and baseboard as specified herein:
a. Install wood shoe molding and baseboards tight to wall and floor.
b. Fasten baseboards and/or shoe molding to walls only, not floors, to cover expansion space.
c. Miter joints in shoe moldings and baseboard at outside corners, joints, and at ends.
d. Cope joints at inside corners of shoe molding and baseboard.
e. Install shoe molding and baseboards in adequate lengths to minimize joints.
f. Set and fill all nail holes in shoe molding and baseboard.
g. Finish (stain or paint) shoe molding and baseboard to match surrounding wood work.
h. Existing shoe molding and baseboards maybe reused if material is in good condition, free from damage, and unbroken. **Contractor** shall take care to prevent damage during removal and reinstallation.

F. Door clearance:
a. If necessary, **Contractor** shall undercut doors to allow for proper clearance over new flooring. Doors shall not drag or scrape on new flooring. **Contractor** shall take extreme care to not scratch, mar, splinter, or otherwise damage the door or door finish when undercutting.
b. Provide clearances below doors as necessary to allow for; thresholds, weather-stripping, nosings, etc.

G. Install wood or metal transition strips only where new flooring meets a dissimilar flooring material.
a. Transition strips shall be securely installed with screws or nails per manufacturer's instructions.

b. Transition strips shall be in sufficient lengths to minimize joints.

3.3 FINISHING AND REFINISHING

A. Finishing of new wood floors:
   a. Sand new wood flooring consistently smooth, without lumps, depressions, and burns.
   b. Before applying finish, thoroughly cleanup and vacuum all sanding dust.
   c. Fill all nail holes with manufacturer's recommended wood filler compound.
   d. Apply final finish as soon as possible after final sanding is complete.
   e. Apply one coat of Bona sealer and minimum of 3 coats of Commercial Bona Traffic, Commercial satin finish.
   f. Apply final finish as per manufacturer's instructions.
   g. Final floor coat will be continues and without botches.
   h. Allow at appropriate drying time per manufacturer's instructions, drying time between finish coats.

3.4 FINAL CLEANING

A. Follow cleaning instructions in Section 01800 Cleaning and Maintenance Section 01810.

3.5 INSPECTION, REPAIR, AND TOUCH-UP

A. Securely protect flooring from damage by construction traffic or further construction work.
B. Repair or replace any damaged or defective work:
   a. Chipped
   b. Scratched
   c. Marred
   d. Stained
   e. Joints that are not tight
   f. Gaps at walls, jambs, or trim.
C. The **Contractor** shall pay all costs for repairing or replacing defective flooring or flooring which has been damaged as a result of **Contractor** failing to adequately protect flooring.

APPENDIX A

Tuolumne County Owner's Material Selection Sheet

FLOORING SELECTION

Wood Flooring

Manufacturer: _____

Specifications

Species: _____

Color: _____

Thickness: _____

Width: _____

Finish: _____

Grade: _____

Owner approval _____ Date _____