

Community Consolidated School District 15
580 North First Bank Drive
Palatine, Illinois 60067

REQUEST FOR BID

CARPET TILE AND RUBBER TILE FLOORING

BID #19-017

FEBRUARY 6, 2019



Bid #19-017
NOTICE TO BIDDERS
CARPET TILE AND RUBBER TILE FLOORING
February 6, 2019

The Board of Education of Community Consolidated School District 15, 580 North First Bank Drive, Palatine, Illinois 60067, will receive Bids for CARPET TILE AND RUBBER TILE FLOORING all in accordance with the contract documents including specifications as filed with the Budget & Purchasing Coordinator in the Business Office.

Contract documents are on file and may be examined any time after February 6, 2019.

Board of Education Office
Joseph M. Kiszka Educational Service Center
580 North First Bank Drive
Palatine, Illinois 60067
Attention: IVY FLEMING

Bid Due Date: Wednesday, February 20, 2019, at 11:00 a.m., local time.
No bids may be withdrawn for a period of 60 days after the bid opening date.

The Board of Education reserves the right to waive any irregularities, reject any or all proposals, when in its opinion such action will serve the best interests of the Board of Education of Community Consolidated School District 15.

By authorization of the Board of Education:



Ivy Fleming
Budget & Purchasing Coordinator

INSTRUCTIONS TO BIDDERS

Proposals:

Proposals to be entitled for consideration must be made in accordance with the following instructions.

All proposals must be submitted on forms of proposal marked Exhibit "C", "D", "E", AND "F" CARPET TILE AND RUBBER TILE FLOORING, furnished by the Board of Education of Community Consolidated School District 15 ("Board"). Proposals submitted on other forms shall be rejected.

Proposals must be signed in longhand by person(s) legally authorized to perform such function. Evidence may be required to substantiate the signature.

Oral, telephonic, telegraphic, electronic or facsimile transmitted bids **will not be accepted.**

Bid documents shall be submitted in sealed envelopes clearly marked BID #19-017 CARPET TILE AND RUBBER TILE FLOORING, ATTENTION: IVY FLEMING. Bid documents received in envelopes not clearly labeled as specified will be rejected if opened before specified bid opening time.

PROPOSAL FOR: CARPET TILE AND RUBBER TILE FLOORING

ADDRESSED TO: Board of Education
Community Consolidated School District 15
580 North First Bank Drive
Palatine, Illinois 60067
Attn: IVY FLEMING, Budget & Purchasing Coordinator
Due: Wednesday, February 20, 2019, at 11:00 a.m., local time

Bid Bond:

None required. Bidder acknowledges his failure to perform within the intent of the bid solicitation may disqualify him from bidding to the Board of Education, Community Consolidated School District 15.

Performance/Labor AND Material Payment Bonds:

Per the Illinois Public Construction Bond Act (30 ILCS 550/1 et. Seq), within ten (10) days of the date of the Notice of Award, the successful Contractor shall enter into a formal Contract with the Board of Education and shall provide a Performance Bond and a Labor and Material Payment Bond, each in the full amount of the Contract. The Bonds shall be in accordance with A.I.A Document A311. The Contractor shall pay the cost of premiums for the said bonds. The Bonds shall be signed and sealed by an authorized representative of the Bonding Company and authorized officer or representative of Contractor, and a certificate of the authority of those signing the Bonds, if not officers, shall be attached thereto.

The Performance Bond and Labor and Material Payment Bond shall guarantee the performance of the duties placed on the Contractor by the Prevailing Wage Act, as well as all other duties undertaken by it pursuant to Contract with the Board of Education, and shall indemnify the Board of Education from any liability or loss resulting to the Board of Education from any failure of the Contractor fully to perform each or all or all said duties.

The Performance Bond and the Labor and Material Bond herein provided shall be placed with a Surety Company or companies having a policyholder' rating not lower than "A" and a financial rating not lower than "AAA" in Best's Insurance Guide (current edition). Company must be licensed in the State of Illinois.

Examination of Specifications:

Each bidder shall acquaint itself with the conditions as they exist so that it may be completely familiar with the conditions pertinent to the fulfillment of the work required under this Contract.

Time for Receiving Bids:

Bids must be delivered in the office of the Board no later than 11:00 a.m. on Wednesday, February 20, 2019, at Educational Service Center, 580 North First Bank Drive, Palatine, IL 60067 when they will be publicly opened and the contents announced.

Award of Contract:

Contracts will be awarded to the lowest responsible, responsive bidder, as determined by the Board in its sole judgment, considering conformity with specifications, terms of delivery, quality and serviceability, and such other factors as the Board deems necessary and appropriate in the best interest of the School District. We are providing one copy of Exhibits "A", "B", "C", "D", "E" AND "F" of CARPET TILE AND RUBBER TILE FLOORING. Please return one copy each of Exhibits "D", "E", and "F" as your bid in a sealed envelope labeled BID #19-017 CARPET TILE AND RUBBER TILE FLOORING and retain a copy for your records.

Pre-Bid Meeting:

A pre-bid meeting will be held on Tuesday, February 12, 2019 at 3:45 p.m. The meeting will start at Virginia Lake, 925 N. Glenn Drive, Palatine, IL. and move to Central Road, 3800 Central Road, Rolling Meadows, IL. Questions will be collected for a response that will be issued via an addendum to ensure fairness to all vendors.

SPECIFICATIONS FOR CARPETING
BID #19-017
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15
PALATINE, ILLINOIS

BOARD: Board of Education, Community Consolidated School District 15
Palatine, Illinois 60067, 847-963-3000

OFFICE: Joseph M. Kiszka Educational Service Center
580 North First Bank Drive
Palatine, Illinois 60067

ISSUED: February 6, 2019

GENERAL CONDITIONS

1. BIDS (AND SAMPLES, IF ANY) MUST BE RECEIVED IN OUR OFFICE NO LATER THAN WEDNESDAY, FEBRUARY 20, 2019, AT 11:00 A.M. LOCAL TIME. Bids received by the Board shall be opened on Wednesday, February 20, 2019, at 11:00 a.m. when they will be publicly opened and the contents announced.
2. The Bid Documents consist of (a) the Notice to Bidders, (b) the Instructions to Bidders, (c) these General Conditions of the Contract, and other documents listed in the Contract and Modifications issued after the execution of the Contract. A modification is a written amendment to the Contract signed by both parties.
3. Where conflicts exist within or between parts of the Contract Documents and applicable standards, codes and ordinances, or simply within the Contract Documents, the more stringent, or higher quality or greater quantity requirements shall apply.
4. The Board cannot assume responsibility for **delayed postal deliveries** and **does not** recognize postmarks as representing the fact that a bid has been "received" by the Board before the specified deadline.
5. All bidders shall familiarize themselves with the details of the conditions relevant to the work or services to be provided.
6. The Board reserves the right to split the bid on the basis of best quotation. The Contract will be awarded to the lowest responsible bidder, as determined by the Board in its sole judgment, considering conformity with specifications, terms of delivery, quality and serviceability, and such other factors as the Board deems necessary and appropriate in the best interest of the Board. The Board reserves the right to reject any and all bids or any part thereof, and to waive immaterial technicalities in the bidding. Board decisions are final in all instances and are not subject to review.
7. No minimum order requirements may be made by a bidder.
8. Certification must be made that the contract/vendor is not barred from bidding on the Contract as a result of a conviction for either bid-rigging or bid rotating under Article 33 E of the *Criminal Code of 1961*. Certification is to be made by signature of person(s) legally authorized to perform such function in the appropriate place in Exhibit "D" CARPET TILE AND RUBBER TILE FLOORING of the bid documents.
9. Unless otherwise specified in the invitation to bid, YOUR BID PRICE MUST BE A DELIVERED PRICE, F.O.B. ROLLING MEADOWS, PALATINE, THE BOARD'S DESTINATION, WITH ALL TRANSPORTATION AND HANDLING CHARGES PAID BY THE BIDDER TO ONE LOCATION.

Delivery must be made as specified on the dates indicated in the specifications of Exhibits "A", "B", and "C" of CARPET TILE AND RUBBER TILE FLOORING bid when applicable.

10. The Board reserves the right to terminate the Contract for just cause upon ten (10) days' written notice to Contractor without any penalties. For purposes of this Contract, just cause may include, but is not necessarily limited to, any of the following:
 - a. The Contractor's entry into liquidation, receivership or dissolution, its filing for bankruptcy or insolvency, or the assignment of its assets for the benefit of its creditors;
 - b. The Contractor's failure to pay suppliers or workmen, or failure to provide sufficient workmen or sufficient supplies for the job;
 - c. The Contractor's disregard of applicable laws, ordinances or the instructions of the Board;
 - d. The Contractor's failure to follow the bid specifications or its violation of the Contract Documents;
 - e. The Contractor's failure, for any reason, to maintain the level of service required by the bid specifications; or
 - f. Any other failure on the part of the Contractor to perform or adhere to any of its obligations under this Contract.
11. Whenever, in the specification the term "or equal" is used, it shall be interpreted to indicate the type, function, minimum standard, design, efficiency and quality desired and shall not be construed in such a manner as to exclude manufacturers' products of comparable quality and design. The bidder shall furnish the Board with all evidence required to determine whether or not the proposed product is equal to and will perform according to the Board's specifications. The Board's decision on this matter will be final.
12. The price for the units specified in the invitation to bid should be clearly shown for each separate item in the space provided on the bid form. The total price for the quantity requested should also be shown. If the group totals are requested in the bid invitation, bidders should show group totals on the space provided.
13. **Equal Employment Opportunity.** Contractor agrees to fully comply with the requirements of the Illinois *Human Rights Act*, 775 ILCS 5/1-101 *et seq.*, including, but not limited to, the provisions of sexual harassment policies and procedures pursuant to Section 2-105 of the Act. Contractor further agrees to comply with all federal Equal Employment Opportunity Laws, including, but not limited to, the *Americans with Disabilities Act*, 42 U.S.C Section 1201 *et seq.*, and rules and regulations promulgated thereunder.
As required by Illinois law, in the event of Contractor's non-compliance with the provisions of this Equal Employment Opportunity Clause, the Illinois *Human Rights Act* or the Rules and Regulations of the Illinois Department of Human Rights ("Department"), Contractor may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the Agreement may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this Agreement, Contractor shall agree as follows:

- a. That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, citizenship status, age, physical or mental handicap unrelated to ability, military status, or an unfavorable discharge from military service or arrest record status; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
 - b. That, if it hires additional employees in order to perform this contract or any portion thereof, it will determine the availability (in accordance with the Department's Rules) of minorities and women in the areas from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
 - c. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, citizenship status, age, physical or mental handicap unrelated to ability, military status, or an unfavorable discharge from military service.
 - d. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of Contractor's obligations under the Illinois *Human Rights Act* and the Department's Rules. If any such labor organization or representative fails or refuses to cooperate with Contractor in its efforts to comply with such Act and Rules, Contractor will promptly so notify the Department and the Contracting agency and will recruit employees from other sources when necessary to fulfill its obligation thereunder.
 - e. That it will submit reports as required by the Department's Rules, furnish all relevant information as may from time to time be requested by the Department or the Contracting agency, and in all respects comply with the Illinois *Human Rights Act* and the Department's Rules.
 - f. That it will permit access to all relevant books, records, accounts and work sites by personnel of the Contracting agency and the Department for purpose of investigation to ascertain compliance with the Illinois *Human Rights Act* and the Department's Rules.
 - g. That it will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractors. In the same manner as with other provisions of the Agreement, Contractor will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the Contracting agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, Contractor will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.
14. To extent applicable, the Contractor agrees to comply with the provisions of the *Occupational Safety and Health Act of 1970* (29 U.S.C.A. § 651 *et seq.*) and the standards and regulations issued there under and shall certify that all items furnished under this bid will conform to and comply with said standards and regulations.
 15. Contractor agrees to comply with provisions of the *Consumer Products Safety Act of 1972* (15 U.S.C.A § 205 *et seq.*) and shall certify that items furnished under this bid conform to applicable standards.
 16. To the extent applicable, the Illinois *Employment of Illinois Workers on Public Works Act* (30 ILCS 470/0.01 *et. seq.*) shall prevail on this Contract.

17. Contractor acknowledges that, pursuant to the Illinois *Criminal Code* (720 ILCS 5/11-9.3), it is unlawful for a child sex offender to knowingly be present on school property when persons under the age of eighteen are present without the specific notification to and permission of the Superintendent of Schools or the Board of Education. Accordingly, Contractor shall ensure that none of its employees, agents or independent contractors are child sex offenders. Child sex offenders found to be present on school property without permission will be considered trespassers and will be prosecuted in accordance with Illinois law.
18. Bids will be considered only if made without any connection with any other person or firm submitting a bid, if in all respects fair and without collusion and if neither member of the Board nor other officer of the School District is directly or indirectly interested in the bid or in any portion of the profits thereof.
19. A bidder may withdraw or change a bid if written notice of the withdrawal or change is received by Board before the latest time specified for submission of bids. Any change may be made only by substitution of another bid.
20. Bids received after the time specified in the invitation to bid will not be considered and shall be returned to the bidder. The method of transmittal of the bid proposal is at bidder's risk of untimely receipt by the Board.
21. Title to the goods herein described shall not pass until said goods have actually been received by Board or its consignee, notwithstanding any agreement to the contrary, including, but not by way of limitation, any agreement to pay freight, express, or other transportation or insurance charges. Risk of loss prior to such actual receipt by Board or its consignee shall be borne by Contractor. Nothing herein contained, however, shall be construed to deprive Board of its interest, or limiting such interest, in goods herein described prior to such actual receipt.
22. All material and workmanship shall be subject to inspection and test by Board or its designee. The Board reserves the right to reject any goods which contain defects in material or workmanship, which fail to meet the specifications contained herein or any warranties (express or implied). Rejected goods shall be removed at the expense of the Contractor, including all transportation costs, promptly after notification of rejection. As to rejected goods, Contractor shall bear all costs of inspection and all risk of loss.
23. Payment by the Board for goods supplied hereunder shall not constitute acceptance thereof if subsequent inspection discloses defects in material or workmanship or a failure to meet the specifications contained herein.
24. Purchase order number and vendor name must appear on each invoice submitted to the Board for payment.
25. Signature Constitutes Acceptance - The signing of these bid forms shall be construed as acceptance of all provisions contained herein and that the Contractor had read the Contract Documents and is fully aware of the terms hereof.
26. Exceptions – Any exceptions to these terms and conditions of deviations from the written specifications must be shown in writing and attached to the bid form.

27. The Board reserves its rights to reject any goods and to cancel all or any part of this sale if Contractor fails to deliver all or any part of the goods described in the invitation to bid in accordance with the terms, conditions, and specifications contained herein. Acceptance of any part of the goods covered by the invitation to bid shall not obligate Board to accept future shipments nor deprive it of its rights to revoke any acceptance theretofore given. If Contractor ceases to conduct its operations in the ordinary course of business (including inability to meet its obligations as they mature), or if any proceeding under bankruptcy or insolvency laws is brought by or against Contractor, or if a receiver for Contractor is appointed or applied for, or if an assignment for the benefit of creditors is made by Contractor, Board may cancel this order without liability except for deliveries previously made or for goods covered by the invitation to bid then completed and subsequently delivered in accordance with the terms, conditions, and specifications contained herein.
28. Contractor makes the following warranties to Board and users of the goods herein described: (a) It will, at the date of delivery, have good title to any and all goods supplied hereunder, and said goods will be free and clear of any and all liens and encumbrances; (b) Any and all goods supplied hereunder will be of merchantable quality; (c) Any and all goods supplied hereunder will be fit for the particular use intended, will be free from defects, whether patent or latent in material or workmanship, and will be in full conformity with the specifications contained herein. Contractor agrees that the foregoing warranties shall survive acceptance of the goods, and that said warranties shall be in addition to any warranties for additional scope given to Board by Contractor.
29. Contractor agrees to indemnify, defend, and hold harmless the Board, its successors, assigns, customer, agents, and users of the goods herein described against any and all loss, damage, or injury arising out of or resulting from a claim or suit for alleged infringement or any letters patent granted by the United States or any foreign government relating to the goods herein described. Contractor agrees that it will assume the defense of any and all such suits and pay all costs, judgments, and expenses incidental thereto.
30. Bidder must make delivery upon receipt of order unless otherwise specified in the invitation to bid. Bidder must indicate time required for delivery on bid.
31. The bidder shall at all times observe and comply with all laws, ordinances, regulations and codes for the Federal, State, County and other local government agencies, which may in any manner affect the preparation of proposals or the performance of the contract.
32. Any interpretation of the proposed Contract Documents will be made only by an addendum duly issued by the Purchasing Agent. A copy of such addendum will be mailed to each person receiving a set of such Contract Documents and to such other prospective bidders as shall have requested that they be furnished with a copy of each addendum. Failure on the part of the prospective bidder to receive a written interpretation prior to the time of the opening of bids will not be grounds for withdrawal of his proposal. Oral explanations will not be binding.
33. The award of the Contract will be made by official Board documents. Bidder's order form is not acceptable and cannot be used.
34. The Board is exempt from paying Illinois Use Tax (35 ILCS 105/3-5.4) and sales to the Board are exempt from Illinois Retailer's Occupation Tax (35 ILCS 120/2-5.11). As such, Contractor shall not include such taxes in its bid.
35. The Board is exempt from paying Federal Excise Taxes (26 U.S.C.A. § 4221). As such, Contractor shall not include such taxes in its bid.

36. In computing transportation costs, bidders should not include any federal transportation tax, because Board is exempt.
37. The Contractor shall pay sales, consumer, use and similar taxes for the work or portions thereof provided by the Contractor. Contractor shall collect and remit Illinois Use Tax on all sales of tangible personal property in accordance with the Illinois *School Code* (105 ILCS 5/10-20.21) and the Illinois *Use Tax Act* (35 ILCS 105/1 *et seq.*). The payment of this tax will take place regardless of whether the Contractor is a retailer maintaining a place of business within this State. The cost of such tax shall be borne solely by the Contractor as part of the Contract price. Contractor shall not be reimbursed or paid any taxes unnecessarily paid by Contractor when not required due to the Board's tax exempt status.
38. Where the term Sub-contractor is used throughout the bid it refers to those specialized people who are not on the Contractor's payroll. Such Sub-contractors are to be brought to the attention of the Board, which reserves the right to approve or disapprove any such related Sub-contractors.
39. **ERRORS AND OMISSIONS** - All proposals shall be submitted with each space properly completed. Special attention of bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered and bidders will be held strictly to the proposals as submitted. Should a bidder find any discrepancies in, or omissions from any of the documents, or be in doubt as to their meanings, it shall advise the Director for Business Services who will issue the necessary clarifications to all prospective bidders by means of addenda. Failure on the part of the prospective bidder to receive a written interpretation prior to the time of the opening of bids will not be grounds for withdrawal of its proposal. Oral explanations will not be binding.
40. All vendor staff/personnel must undergo a criminal background investigation within 60 days prior to the start of the contract at the vendor's expense upon request. Section 10-21.9 of *The School Code* (105LCS 5/10-21.9) provides that:
- After January 1, 1990, the provisions of this section (criminal background investigations) shall apply to all employees of persons or firms holding contracts with any school district including, but not limited to, food service workers, school bus drivers and other transportation employees, who have direct, daily contact with the pupils of any school in such district.
- Additionally, the contractor must also agree not to send to any school building or on any school property any employee who is a known child sex offender.
41. To the extent applicable, it shall be mandatory upon the Contractor to whom the Contract is awarded and upon any Sub-contractor(s) thereof to pay to all laborers, workmen, and mechanics employed by them not less than the prevailing rate of wages in the locality for each craft of type of workmen or mechanic needed to perform such work and the general prevailing rate for legal holidays and overtime work as ascertained by the Department of Labor and pursuant to Illinois law and statutes in such case made and provided. The Contractor and Sub-contractor(s) shall comply with the Illinois *Prevailing Wage Act* and shall include in bids the cost for the current prevailing wage. A copy of the current Illinois Department of Labor Prevailing Wages for Cook County is included at the end of this Section. Prevailing wage rates are revised by the Department of Labor and available on its website (**Amendment to Prevailing Wage Act 97-0964**). As changes are made in these prevailing wages, the Contractor and Sub-contractor(s) performing work on the project will be responsible for conforming to the changes and shall have the responsibility for determining when changes are made. No additional costs are to be incurred by the Board as a result of changes in prevailing wage. All record keeping requirements are the obligation of the Contractor and Sub-contractor(s).

To the extent that there are any violations of the *Prevailing Wage Act* and any demands are made upon the Board by the Illinois Department of Labor or by any employee of the Contractor or a Sub-contractor performing work on the project, the Contractor or the particular Sub-contractor and Contractor shall be responsible for indemnifying and holding the Board free and harmless from all costs incurred, directly or indirectly, by the Board in responding to and complying with demands made by the Department of Labor, or an aggrieved employee and such amounts may be withheld from the payments to be made on the project. It is the intention that the Board shall suffer no time loss or other additional expenses in complying with any inquiry made with regard to the *Prevailing Wage Act*.

Palatine Community Consolidated School District 15 is bound by the requirements of **Prevailing Wage Act, 820 ILCS 130/.01 et seq**, which amended the Illinois Prevailing Wage Act effective January 2010 to impose additional obligations on public school districts engaged in "public works" construction projects. The new Act requires each contractor and sub-contractor to submit to Palatine Community Consolidated School District 15 a monthly certified payroll containing the names of all laborers, mechanics and other workers employed on each project. The certified payroll must also include the address, telephone number, social security number, classification(s), hourly wages paid in each pay period, the number of hours worked each day, and the starting and ending times of work each day for each identified worker. The contractor or sub-contractor must also certify that each worker has been paid not less than a general prevailing hourly rate of pay which is required by law. Palatine Community Consolidated School District 15 will retain these records for no less than three (3) years. This requirement is to be met for any projects following the date of this notification. The certified payroll must be received at Joseph M. Kiszka Educational Service Center, Community Consolidated School District 15, 580 North First Bank Drive, Palatine, IL 60067, Attention: IVY FLEMING for retention. Any future payments will be withheld until CCSD 15 receives your certified payroll.

The Board will attempt to make payments for items ordered within thirty (30) days of delivery. Invoices must be submitted in a timely manner, and if received by the 25th day of the month, will be processed and paid at the next regularly scheduled Board of Education meeting (normally held on the second Wednesday of each month.) Notwithstanding anything herein to the contrary, however, all payments made to the Contractor shall be governed by the Illinois *Local Government Prompt Payment Act* (50 ILCS 505/1 et seq.).

42. **INSURANCE:** Each Prime Contractor shall furnish and pay for insurance in accordance with the conditions stipulated below. Contractors shall file with the Board a Certificate of Insurance certifying to insurance coverage specified herein. All Certificates shall contain a clause stating the policy will not be canceled without thirty (30) days prior written notice having first been sent to the Board. Each Contractor shall carry insurance to cover responsibility and liability of all kinds, and shall require Sub-contractors to carry similar insurance.

The attached Certificate of Insurance requirements shall be maintained by the Contractor receiving award in addition to all Sub-contractors as stated during the execution of the Contract and until such time as contract work is complete. Said Certificate of Insurance is to name the Board of Education of Community Consolidated School District 15 and its employees and agents as "Additional Insured" IN ADDITION TO Certificate Holder. Designated Certificate is to be submitted with your bid to the Board.

The Contractor shall include during the life of this Contract, insurance under a contractor's floater, or as an alternative, specific fire insurance with the standard extended coverage, a vandalism and malicious mischief endorsement on all Contractors' machinery, tools, equipment, forms scaffolding, trailers/vans, sheds, and similar property, rented or owned, used in the move.

The policy shall provide that in a case of loss from any cause whatsoever, there shall be no liability on the part of the Board for property of this nature belonging to or rented by any Contractor of Sub-contractor, or by any employee of a Contractor. The contractor's floater referred to herein may be an all-risk or named peril policy; but, if a named peril policy, it shall be written to include loss caused by the following perils; fire, lightning, flood, and the perils insured against under the extended coverage and vandalism and malicious mischief endorsements.

The Contractor must provide evidence of Workers' Compensation insurance as required by statute, auto liability coverage and a umbrella liability coverage of a minimum of \$5,000,000.00 per occurrence and in the aggregate.

The following limits should be in place:

- a. Bodily injury and property damage combined per occurrence - \$1,000,000.
- b. Bodily injury and property damage combined aggregated \$3,000,000.
- c. Excess liability - Each occurrence in the amount of the limit of their policy.
- d. Excess liability - Aggregate in the amount of the limit of their policy.
- e. Evidence of workers' comp in the amount required by statute.
- f. General Liability - \$1,000,000 per occurrence, \$2,000,000 aggregate.
- g. The special endorsement to read: Community Consolidated School District 15 is named as additional insured as their interest may appear and notice of cancellation/material change, if applicable, should be attached to certificate of insurance or otherwise evidenced as in effect under the policies listed.

EXHIBIT "A"
BID #19-017
CARPET TILE AND RUBBER TILE FLOORING
FEBRUARY 6, 2019
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15

SPECIFICATIONS

SCOPE OF WORK

Work includes all materials listed in Exhibit "A", Exhibit "B", Exhibit "C" and labor necessary to remove existing flooring, patch, skim, and prepare surface for new flooring with cove base and transition pieces. Project to be performed at the following facility: Central Road, 3800 Central Road, Rolling Meadows, IL AND Virginia Lake, 925 N. Glenn Drive, Palatine, IL. All work shall comply with specifications and drawings. All items not specifically mentioned, which are necessary for the surface preparation, repair and installation of flooring, shall be included in the bid and must conform in quality of material and workmanship to that which is usually provided to the trade in general. Omission of any essential detail from these specifications does not relieve the Vendor from providing all services and materials necessary to complete all elements of the project.

Provide a complete list of materials, quantities and summary of work that will be performed during the demo and installation process. This information is required as part of the bid package.

LEAD TIMES AND INSTALLATION

Installation is to be completed in the summer of 2019, June through July. Simultaneous construction projects are occurring at the schools during the summer months. Selected vendor for flooring must work with CCSD 15 maintenance staff to coordinate site preparation and installation with other construction work in progress. Vendor must provide lead times for prep work, flooring delivery, and installation.

SITE INSPECTIONS

A mandatory pre-bid meeting will be held on Tuesday, February 12, 2019, 3:45 PM at Virginia Lake School and then move to Central Road School. Drawings provided in this bid are estimates only. It is the responsibility of the vendor to take site measurements for the bid proposal. Failure to take measurements will be the responsibility of the contractor.

BID AWARD

The Contract will be awarded to the bid proposal that offers the best combination of price and performance while meeting all the required specifications. Criteria will include, but not be limited to, the following:

- Competitive Pricing on Bid
- Vendor's ability to complete the project between the months of June and July 2019.
- Compliance with Bid terms and submission process
- Documentation and presentation of Bid response
- References

Notification of bid award will occur within five (5) days of bid opening.

QUESTIONS

Questions regarding this bid will only be addressed via email to Ivy Fleming, Budget and Purchasing Coordinator, at flemingi@ccsd15.net. The deadline for questions is 12:00 p.m. on Friday, February 15, 2019, and no questions will be addressed after that time.

PART 1 GENERAL- CARPET TILE- VIRGINIA LAKE SCHOOL & CENTRAL ROAD SCHOOL

1.01 RELATED DOCUMENTS

- A. The following form a part of this Section and where applicable, govern all Work:
1. Instructions to Bidders
 2. General conditions of the Contract for Construction, AIA Document No. A201
 3. Division 1 General Requirements
 4. All notes on the Drawings applying to work in this Section

1.02 DESCRIPTION

- A. The work under this heading includes the furnishing of all labor, materials, equipment, apparatus, tools, transportation, protection, and services necessary for, and reasonably incidental to, the proper execution and completion of all carpeting work as indicated on the drawings and hereinafter specified, including minor leveling of existing floors to receive carpeting as well as installation of resilient base.

1.03 FIELD MEASUREMENTS

- A. Verify adjoining dimensions at the building and examine adjoining work on which this work is in any way dependent, before commencing any work.
- B. Notify the Environmental Services Manager in writing of any unsuitable conditions that make installation of the work impractical. Failure by the contractor to so notify will constitute acceptance of the work as it exists, and the Contractor will be held responsible for costs of any changes necessitated by such errors.

1.04 DELIVERY AND STORAGE

- A. Deliver materials to the site according to schedule arranged with the General Contractor to avoid re handling or delay. No added cost will be allowed on account of schedule revisions or problems.
- B. All carpet shall be delivered to the job site in the original mill wrappings with each roll having the register number attached or register number stenciled on the bale, and intact.
- C. This contractor shall store the carpet under cover in well ventilated spaces as delivered, and protected from damage, dirt, stains and moisture.

1.05 QUALITY ASSURANCE

- A. The Contract will be awarded only to a responsible Contractor, qualified by experience and by financial position to furnish all labor, materials and services required, including carpet, edge strips and all carpet attachments sufficiently to give a complete installation that is acceptable to the Owner. The Contractor shall be approved and shall have undergone training by the carpet manufacturer and shall be certified to install the carpet materials specified.
- B. Only skilled workmen, experienced in their respective trades and work shall be employed. A list of all subcontractors to be employed by him shall accompany his Bid.

- C. Carpeting specified shall pass all applicable local, State and Federal requirements, including that of the Illinois State Fire Marshal.

1.06 SUBMITTALS

- A. Contractor shall submit samples of the color and quality of the carpet selected to the Environmental Services Manager for approval.
- B. Shop Drawings showing the extent of carpet, seam direction of carpet, and accessories shall be submitted to Environmental Services Manager for approval prior to installation. Check pattern match, if any, for matching during installation and possible waste factors in ordering required amounts. Should also indicate columns, doorways, enclosing walls or partitions, built-in cabinets, and locations where cutouts are required in carpet. Copy of approved shop drawings to be available on job site during installation.
- C. Manufacturers installation instructions, indicating special procedures and perimeter conditions requiring special attention.
- D. Maintenance Data, including maintenance procedures, recommendations for maintenance materials and equipment and suggested schedule for cleaning.
- E. Certification and description of relamination and recycling process.

1.07 GUARANTEE

- A. Guarantee all materials and workmanship for a period of one year after completion and final acceptance of the work as required in the Supplementary General Conditions.
- B. Repair or replace work developing defects, due to faulty material or workmanship, during the guarantee period without cost to the Owner.
- C. Certification
 - 1. A certification shall be provided by the carpet manufacturer stating that the register numbers on each roll of carpet furnished was manufactured in accordance with these specifications.
 - 2. Samples may be taken at random from the job site and sent to an individual testing laboratory for results.
- D. Workmanship
 - 1. The carpet installer shall be required to guarantee the workmanship for a period of one year from the date of acceptance of the completed installation.
 - 2. This guarantee of workmanship is in addition to the guarantees required herein before for the carpeting material itself.
 - 3. The contractor shall, at his own expense and upon written notice from the Owner, promptly replace any and all improper work and material that may become apparent within the period of this guarantee.

1.08 PROJECT CONDITIONS

- A. Sub-floor preparation is to include all required work to prepare the existing floor for installation of the product as specified in this document and Manufacturer's installation instructions.
- B. The maximum amount of moisture evacuation from the floor is 3.0 pounds per 1,000 square feet in 24 hours. The acceptable pH level of the substrate is between 7.0 and 9.0. Flooring contractor is responsible for floor testing.
- C. All material used in sub-floor preparation and repair shall be recommended by the carpet manufacturer and shall be chemically and physically compatible with the carpet system being bid.
- D. Maintain minimum 65 degrees F ambient temperature and 65% Relative Humidity for 72 hours prior to, during and 48 hours after installation.
- E. Do not install carpet until space is enclosed and weatherproof, wet-work in space is completed and nominally dry, work above ceilings is complete, and ambient temperature and humidity conditions are and will be continuously maintained at values near those indicated for final occupancy.

1.09 EXTRA MATERIALS

- A. Bidders shall include in their Proposal as part of the various bids, a five percent (5%) overage of the same dye lot of each type, color, and pattern of the carpets selected; product to be rolled and bound. This overage shall be turned over to the Owner for his future use, coordinate storage location with Owner.
- B. Deliver all unused carpet and large scraps to Owner for "attic stock." Dispose of scraps less than 2 square foot in area or less than 8" in width.

1.10 CARPET WARRANTY

- A. Warranty to be sole source responsibility of the Manufacturer. Second source warranties and warranties that involve parties other than the carpet manufacturer are unacceptable.
- B. If the product fails to perform as warranted when properly installed and maintained, the affected area will be repaired or replaced at the discretion of the Manufacturer.
- C. Chair pads are not required, but are recommended for optimum textural performance. Absent the use of chair pads, more intensive maintenance will be required for areas in direct contact with chair caster traffic, and some degree of appearance change is to be expected.
- D. Warranty shall not exclude carpet product installed on stairs provided it is properly installed and maintained. More intensive maintenance will be required for product installed on stairs, and some degree of appearance change is to be expected.
- E. Warranty shall be for a specifically defined non-prorated period of twenty years. "Lifetime" warranties are not acceptable.

- F. The non-prorated twenty-year warranty shall cover against and specifically define the following:
1. Excessive Surface Wear: More than 15% loss of pile fiber weight
 2. Excessive Static Electricity: More than 3.0 kV per AATCC 134
 3. Resiliency Loss of the Backing: More than 10% loss of backing resiliency
 4. Delamination
 5. Edge Ravel
 6. Zippering
- G. Tuft Bind warranty in lieu of edge ravel and zippering is not acceptable.
- H. Provide certification and warranty that product is fully or partially recyclable through manufacturer's or aligned partner's currently operational recycling program. Include information regarding the following:
1. The recycling process(es) itself (i.e. separation of components, chopping, melting, pelletizing, etc.)
 2. Portions of the product that will be recycled back into itself
 - a. name/type of resulting product
 - b. end-use of resulting product
 - c. total product recycled content based on total product weight
 - d. whether resulting product is recyclable (fully or partially) or non-recyclable
 3. Portions of the product that will be down-cycled
 - a. name/type of resulting product
 - b. end-use of resulting product
 - c. total product recycled content based on total product weight
 - d. whether resulting product is recyclable (fully or partially) or non-recyclable
 4. Portions of the product that will be landfilled and/or incinerated. (NOTE: "incineration" includes waste-to-energy conversion, extraction of embodied energy; using heat from incineration as a fuel source.)

PART 2 PRODUCTS

2.01 MATERIALS

- A. All carpet shall be new, of first quality, and of the same dye lot to assure no shading nor color difference. Carpeting shall be free of any defects that will affect the appearance and serviceability of the carpet.
- B. Basis of Specification Carpet Material:
Mfr: Tandus
Style: #01957, Crayon, TILE 24" X 24"
Color: TBD
Backing: Powerbond Cushion RS

Products by other manufacturers may be considered and must meet the following minimum requirements.

1. Carpet
 - a. Construction: Level Loop
 - b. Gauge: 1/13
 - c. Stitch Rate: 8.5 stiches per inch
 - d. Pile Height Average: 0.117 inch
 - e. Face Weight: 18 oz per sq yd
 - f. Fiber System: Dynex SD Nylon, Dynex Nylon
 - g. Dye Method: 60% Solution Dyed/40% Yarn Dyed
 - h. Total Product Thickness: 0.291 inch
 - i. Soil/Stain Protection: Ensure
 - j. Static Coefficient of Friction: ASTM C-1028; Passes ADA requirements.
 - k. Static Propensity: AATCC 134: 3.5 kv or less
 - l. Flooring Radiant Panel: ASTM E-648 or NFPA 253: Class 1
 - m. Acoustic Requirements: Noise Reduction Coefficient (NRC): 0.22 Minimum
 - n. Seam Integrity: No seam separation after 50,000 cycles per Phillips Chair Test
 - o. Cushion Compression Set: Maximum 10%
 - p. Cushion Compression Force Deflection: Minimum 7 lbs/sq. inch @ 25%; Maximum 25 lbs/sq. inch at 25%
 - q. Cushion Density 18.5 lbs per cubic foot
 - r. Cushion Thickness: 0.156 inch

2. Backing: Powerbond RS Adhesive System – Full Coverage Peel and Stick
 - a. Primary Backing: Synthetic Non-Woven.
 - b. Secondary Backing: Powerbond Closed Cell Cushion
 1. Product Size: 6-Foot Width Roll Goods
 2. Cushion Type: Closed Cell Cushion
 3. Cushion Thickness: .156 inch thick
 4. Cushion Density (ASTM D-1667): Min. 18.5 lbs/cu ft
 5. Compression Set (ASTM-D-1667): Maximum 10%
 6. Compression Force Deflection (ASTM-D-1667): Minimum 7 lbs/sq. inch @ 25%; Maximum 25 lbs/sq. inch at 25%
 7. Moisture Barrier: Impermeable to moisture and airflow. Moisture Penetration by Impact @ 10 psi: No penetration of backing after 10,000 impacts. Provide independent test results. The British Spill Test is NOT an acceptable measurement for moisture barrier.
 8. Seam Method: Chemical weld; molecularly bound seams to be impermeable to moisture and airflow
 9. Seam Integrity: Moisture Penetration by Impact at SEAMS @ 10 psi; No penetration after 10,000 impacts. Provide independent test results. The British Spill Test is NOT an acceptable measurement for moisture barrier.
 10. Seam Integrity: Phillips Chairs Test: No seam separation after 50,000 cycles; Provide independent test results
 11. Face yarn fully fused to secondary backing system that will not Delaminate

12. Delamination: No delamination per ASTM D3936
 13. Product must not contain pesticides (US EPA Registered Antimicrobials). Installation adhesives are exempt from this section.
 - c. Product to be installed with a mill-applied releasable "dry" adhesive system to securely attach product to sub-floor in compliance with ADA guidelines, Section 4.5.3. Free-lay and stretch-in installations are not allowed.
3. Cove Base:
 - a. Johnsonite
 - b. 4 inches
 - c. Color TBD
4. Performance Characteristics
 - a. Test reports for the following performance assurance testing to be submitted upon request. Submitted results shall represent average results for production goods of the referenced style. Requirements listed below must be met by all products:
 1. Flooring Radiant Panel: ASTM E-648 / NFPA 253: Class 1 (CRF: 0.45 watts/sq cm or greater)
 2. Federal Flammability: CPSC FF 1-70: Passes
 3. Smoke Density: ASTM E-662 / NFPA 258: \leq 450 Flaming Mode
 4. Electrostatic Propensity: AATCC 134 (Step & Scuff): 3.0 kV or less
 5. Static Coefficient of Friction: ASTM C-1028: Passes ADA Requirements for Accessible Routes (minimum 0.60)
 6. Delamination of Secondary Backing of Pile Floor Coverings: ASTM D-3936: No Delamination
 7. Lightfastness: AATCC 16E: \geq 4 @ 100 hours
 8. Moisture Barrier: Moisture Penetration by Impact @ 10 psi: No penetration of backing and seam after 10,000 impacts
 9. Air Flow Barrier: Air Permeability of Textile Fabrics: No Air Flow (0.0 cu. ft/min) through backing and seam
 10. Seam Integrity: Seam to remain intact after 50,000 cycles per Phillips Chair Test
 11. VOC Chamber Testing: ASTM D-5116: Product inclusive of "dry" adhesive system meets criteria established by the State of Washington Indoor Air Quality Specification for Carpet and/or Carpet & Rug Institute's (CRI) Indoor Air Quality Carpet Testing Program. If "dry" adhesive (2.02E) not available from manufacturer and "wet" adhesive is used to install

- C. Resilient Base: Vinyl base: 1/8" thick, 4" high; flat for carpeted areas, in color as selected by the Environmental Services Manager, made by Johnsonite or Environmental Services Manager-approved equal manufacturers. Provide vinyl base on all fixed Base Cabinets and Casework. It is Environmental Services Manager's option to select different heights of vinyl base as conditions dictate. At all areas where vinyl base is to be installed, moulded corners shall be used at all outside corners (including outside corners at casework).

PART 3 EXECUTION

3.01 PREPARATION

- A. Project Conditions
1. Sub-floor preparation is to include all required work to prepare the existing floor for installation of the product as specified in this document and Manufacturer's installation instructions.
 2. The maximum amount of moisture vacuation from the floor is 3.0 pounds per 1,000 square feet in 24 hours. The acceptable pH level of the substrate is between 7.0 and 9.0. Flooring contractor is responsible for floor testing.
 3. All material used in sub-floor preparation and repair shall be recommended by the carpet manufacturer and shall be chemically and physically compatible with the carpet system being bid.
 4. Maintain minimum 65 degrees F ambient temperature and 65% Relative Humidity for 72 hours prior to, during, and 48 hours after installation.
 5. Do not install carpet until space is enclosed and weatherproof, wet-work in space is completed and nominally dry, work above ceilings is complete, and ambient temperature and humidity conditions are and will be continuously maintained at values near those indicated for final occupancy.
- B. Examination/Preparation
1. Prepare sub-floor to comply with criteria established in Manufacturer's installation instructions. Use only preparation materials that are acceptable to the Manufacturer.
 - a. Remove all deleterious substances from substrate(s) that would interfere with or be harmful to the installation. (i.e. floor wax)
 - b. Remove sub-floor ridges and bumps. Fill cracks, joints, holes, and other defects.
 2. Verify that sub-floor is smooth and flat within specified tolerances and ready to receive carpet.
 3. Verify that substrate surface is dust-free and free of substances that would impair bonding of product to the floor.
 4. Verify that concrete surfaces are ready for installation by conducting moisture and pH testing. Results must be within limits recommended by Manufacturer.
 5. There will be no exceptions to the provisions stated in the Manufacturer's Installation instructions.

3.02 INSTALLATION

- A. Install product in accordance with Manufacturer's Installation instructions. Product must have low VOC, factory applied, "dry" adhesive. A peel & stick method applied to the back at the time of manufacture is preferred. Product must meet the requirements of CRI's Green Label Plus (GLP) program for carpet. Provide documentation.
- B. Adhesive must meet the requirements of CRI's Green Label Plus program for adhesive. Provide documentation.
- C. No US EPA registered pesticides (antimicrobials) are to be added to the product. Antimicrobial treatments are registered with the EPA as preservatives of the products only, and no health benefit should be claimed or expected. If antimicrobials are added, then third party documentation with a seal is required stating that the pesticides used will cause NO HARM to the occupants. Installation adhesives are exempt from this section.
- D. Product as installed to be securely attached to the floor in compliance with Americans with Disabilities Act (ADA), Section 4.5.3.
- E. Verify product match before cutting to ensure minimal variation between dye lots.
- F. Lay out product and locate seams in accordance with shop drawings.
 - 1. Locate seams in area of least traffic, out of areas of pivoting traffic, and parallel to main traffic. Minimize cross seams.
 - 2. Do not locate seams perpendicular through door openings.
 - 3. Align run of pile in same direction as anticipated traffic and in same direction on adjacent pieces.
 - 4. Locate change of color or pattern between rooms under door centerline.
 - 5. Provide monolithic color, pattern, and texture match within any one area.
- G. Install product tight and flat on sub-floor, well-fastened at edges, with a uniform appearance.
- H. Double-cut product seams with accurate pattern match. Make cuts true and unfrayed.
- I. Seal seams with manufacturer's recommended seam sealer as stated in Installation Instructions. Make sure the seam is fully sealed.
- J. Roll with appropriate roller for complete contact of product with adhesive to sub-floor.
- K. Trim carpet neatly at walls and around interruptions.
- L. Completed product is to be smooth and free of bubbles, puckers, and other defects.

3.03 SCHEDULING

- A. The successful contractor shall keep himself familiar with the construction progress of the work. He shall order all material necessary for the complete installation and warehouse same if necessary until such time as the facilities are ready for the carpet.

3.04 PROTECTION AND CLEANING

- A. Remove excess adhesive and/or seam sealer from floor and wall surfaces without damage. Any soiled spots or excessive adhesive on the carpet shall be removed with the proper spot remover. All loose pieces of face yarn must be removed with a sharp scissor.
- B. All rubbish, wrappings, debris, trimmings, etc. to be removed from site and disposed of properly.
- C. Clean and vacuum carpet surfaces using a beater brush/bar commercial vacuum.
- D. After each area of carpet is installed, protect from soiling and damage by other trades.
- E. The Owner shall be permitted to inspect all waste carpet scraps so that he may retain any for future repairs, before they are removed from the job site. The entire installation shall be left clean and in an approved condition.

ADDITIONAL SPECIFICATIONS:

Transitional Material:

- Johnsonite MTC-00-A, Aluminum contour track for adhesive installations. 6' minimum radius.
- Johnsonite CE-XX-A, 1/4" and 5/16" to 1/8" material. 1/4" leg

EXHIBIT "B"
BID #19-017 CARPET TILE AND RUBBER TILE FLOORING
FEBRUARY 6, 2019
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15

PART 1 – GENERAL- RUBBER TILE FLOORING

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section Includes:
 - 1. Resilient Rubber Stair Treads.

1.3 SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. LEED Submittals:
 - 1. Product Data for Credit EQ 4.1: For adhesives, include printed statement of VOC content and chemical components.
- C. Samples for Initial Selection: For each type of product indicated.
- D. Samples for Verification: For each type of product indicated, in manufacturer's standard-size samples of each resilient product color, texture, and pattern required.
- E. Product Schedule: For resilient products. Use same designations indicated on Drawings.

1.4 QUALITY ASSURANCE

- A. Installation Qualification: Contractors for floor covering installation should be experienced in managing commercial flooring projects and provide professional installers, qualified to install the various flooring materials specified. An installer is "qualified" if a trained by Takett or certified INSTALL (International Standard & Training Alliance) resilient floor covering installer.
- B. Install resilient products after other finishing operations, including painting, have been completed.
- C. Maintain ambient temperatures within range recommended by Tarkett, but not less than 65 deg F (18 deg C) or more than 85 deg F (29 deg C) in spaces to receive resilient products during the following time periods:
 - 1. 48 hours before installation.
 - 2. During installation.
 - 3. 48 hours after installation.

- D. Install resilient products after other finishing operations, including painting, have been completed.
- E. Maintain ambient temperatures within range recommended by Tarkett, but not less than 65 deg F (18 deg C) or more than 85 deg F (29 deg C) in spaces to receive resilient products during the following time periods:
 - 1. 48 hours before installation.
 - 2. During installation.
 - 3. 48 hours after installation.
- F. Maintain the ambient relative humidity between 40% and 60% during installation.
- G. Until Substantial Completion, maintain ambient temperatures within range recommended by Tarkett, but not less than 55 deg F (13 deg C) or more than 85 deg F (29 deg C).

PART 2 - PRODUCTS

2.1 RESILIENT SHEET FLOORING

Manufacturer:

Tarkett, Inc.

Phone: (800) 899-8916

30000 Aurora Rd.

(440) 543-8916

Solon, Ohio 44139

Web: www.tarketta.com

E-mail: info@johnsonite.com

2.2 JOHNSONITE SOLID RUBBER TILE TEXTURES

- A. Basis-of-Design Product: Subject to compliance with requirements, provide Johnsonite;
 - 1. Roundel Round Raised Disk Pattern
- B. Classification specify: ASTM F1344,
- C. Thickness/Wearlayer: 0.125 inch
- D. For size specify: 3' x 5'
- E. Colors and Patterns: #18 Navy Blue
- F. Test data:
 - 1. Hardness (ASTM D2240): ≥ 85 Shore A
 - 2. Abrasion Resistance (ASTM D3389): Passes
 - 3. Thickness Tolerance (ASTM F386): Passes
 - 4. Resistance to Chemicals (ASTM F925): Passes
 - 5. Static Load Resistance (ASTM F970): 250 psi
 - 6. Resistance to Heat (ASTM F 1514): $\Delta E \leq 8$
 - 7. Size/Squareness Tolerance (ASTM F2055): Passes
 - 8. Dimensional Stability (ASTM F2199): Passes
 - 9. Static Coefficient of Friction (ASTM D 2047): ≥ 0.8 SCOF
 - 10. Flamability (ASTM E648, Critical Radiant Flux): Class 1 (≥ 0.45 W/cm²)
 - 11. Limited Commercial Warranty: 5 years

2.3 INSTALLATION MATERIALS

- A. Trowelable Leveling and Patching Compounds: Latex-modified, Portland cement based or blended hydraulic-cement-based formulation.
- B. Adhesives: As recommended by Tarkett to meet site conditions
 - 1. Tarkett 965 Flooring and Tread Adhesive
 - 2. Tarkett 975 Two-Part Urethane Adhesive
 - 3. Tarkett 996 Two-Part Epoxy Adhesive
 - 4. Tarkett 901 SpraySmart Adhesive PART 3

EXECUTION

3.1 EXAMINATION

- A. Examine substrates, with Installer present, for compliance with requirements for maximum moisture content and other conditions affecting performance of the work.
- B. Verify that finishes of substrates comply with tolerances and other requirements specified in other Sections and that substrates are free of cracks, ridges, depressions, scale, and foreign deposits that might interfere with adhesion of resilient products.
- C. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 PREPARATION

- A. Prepare substrates according to Tarkett written instructions to ensure proper adhesion of Resilient Flooring.
 - 1. Prepare concrete substrates in accordance with ASTM F 710.
 - a. Concrete treads must be free of dust, solvent, paint, wax, oil, grease, residual adhesive, adhesive removers, film-forming curing compounds, silicate penetrating curing compounds, sealing, hardening or parting compounds, alkaline salts, excessive carbonation or laitence, mold, mildew, and other foreign materials that may affect dissipation rate of moisture from the concrete, discoloration or adhesive bonding.
 - b. Mechanically remove contamination on the substrate that may cause damage to the resilient flooring material. Permanent and non-permanent markers, pens, crayons, paint, etc., must not be used to write on the back of the flooring material or used to mark the substrate as they could bleed through and stain the flooring material.
 - 2. Wood subfloors must be rigid, free of movement.
 - a. Single wood and tongue and groove subfloors should be covered with ¼" (6.4 mm) or ½" (12.7 mm) APA approved underlayment plywood.
 - b. Do not install over OSB (Oriented Strand Board), particle board, chipboard, lauan or composite type underlayments.
- B. Fill cracks, holes, depressions and irregularities in the substrate with good quality Portland cement based underlayment leveling and patching compound and remove bumps and ridges to produce a uniform and smooth substrate.
- C. Do not install resilient products until they are same temperature as the space where they are to be installed.
 - 1. Move resilient products and installation materials into spaces where they will be installed at least 48 hours in advance of installation.

- D. Sweep and vacuum clean substrates to be covered by resilient products immediately before installation.

3.3 RESILIENT TILE FLOORING INSTALLATION

- A. Comply with manufacturer's written instructions for installing resilient tile flooring.
- B. Resilient Rubber Floor Tile:
 - 1. Install with Johnsonite adhesive specified for the site conditions and follow adhesive label for proper use.
 - 2. Roll the flooring in both directions using a 100 pound three-section roller.

3.4 CLEANING AND PROTECTION

- A. Comply with manufacturer's written instructions for cleaning and protection of resilient products.
- B. Perform the following operations immediately after completing resilient product installation:
 - 1. Remove adhesive and other blemishes from exposed surfaces.
 - 2. Sweep and vacuum surfaces thoroughly.
 - 3. Damp-mop surfaces to remove marks and soil.
- C. Protect resilient products from mars, marks, indentations, and other damage from construction operations and placement of equipment and fixtures during remainder of construction period.
 - 1. No traffic for 24 hours after installation.
 - 2. No heavy traffic, rolling loads, or furniture placement for 72 hours after installation.
- D. Wait 72 hours after installation before performing initial cleaning.
- E. A regular maintenance program must be started after the initial cleaning.

ADDITIONAL SPECIFICATIONS:

Transitional Material:

- CTA-XX-D, 5/16" to 1/16" or 1/8" material

EXHIBIT "C"
BID #19-017 CARPET TILE AND RUBBER TILE FLOORING
FEBRUARY 6, 2019
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15

ALTERNATE 1 SPECIFICATIONS

PART 1 – GENERAL CARPET TILE- CENTRAL ROAD AND VIRGINIA LAKE

1. RELATED DOCUMENTS

- a. Division 01 Specification Sections

2. SUMMARY

- a. This section relates to carpet tile.

3. PREINSTALLATION MEETINGS

- a. Conducted at Virginia Lake and Central Road starting at 3:45 p.m.

4. SUBMITTALS

- a. Product Specification
- b. Specification for Adhesive
- c. Shop Drawings
- d. Samples
- e. Schedule
- f. Qualifications for Installer

5. CLOSEOUT SUBMITTALS

- a. Maintenance Instructions
- b. Warranty Documents

6. QUALITY ASSURANCE

- a. Environmental:
 - i. Green Label Plus Certified
 - ii. Cradle to Cradle Certified Gold
 - iii. NSF 140 Platinum
 - iv. Health Product Declaration
 - v. Declare Label, red list compliant
 - vi. No PVC components
- b. Installer Qualifications: Installer who has been trained in the installation of carpet tile.
- c. Manufacturer Qualifications
 - i. ISO 14001
 - ii. ISO 9001
 - iii. Reclamation Program: Will recycle EcoWorx carpet tile free of charge for quantities of 500 SY (418 SM) or more within continental United States and Canada or 5000 SY (4180 SM) globally.
- d. Mockups at designated location for architect review and approval.

7. MATERIAL STORAGE AND HANDLING

- a. Store rolls on a flat surface, away from vents and direct sunlight.
- b. Store in protected dry conditions between 65 and 85 degrees.

8. SITE CONDITIONS

The following conditions must be maintained for 24 hours prior to, during and permanently after installation:

- a. HVAC System must be operational.
- b. The installation site, carpet and adhesive must be between 50°F and 95°F.

- c. The installation site's ambient relative humidity must not fall below 40%.
- d. Conduct relative humidity or Anhydrous Calcium Chloride testing. Results must be within the proper range for Shaw 5000 adhesive:
 - i. Calcium Chloride ASTM F-1869 5.0 lbs per 1000 SF /24 hours
 - ii. Relative Humidity ASTM F-2170 85%
 - iii. EcoLogix ES does not require moisture or pH testing.
- e. Conduct pH testing on the floor in several locations. A reading below 5.0 or above 9.0 requires corrective measures.

PART 2 – PRODUCTS

9. TESTING REQUIREMENTS

- a. Pill Test CPSC FF 1 70: Pass
- b. Radiant Panel ASTM E648: Class I
- c. NBS smoke ASTM E662 NF: <450
- d. Static AATCC 134: <3.5 kv
- e. Coefficient of Friction: 0.6 (Meets ADA requirements)

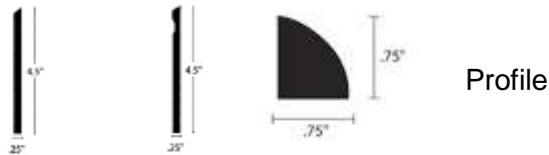
10. TILE CARPETING

- a. Manufacturer: Patcraft
- b. Product: Experience Modular, L0291
- c. Construction: Multi-level Pattern Loop
- d. Fiber: Eco Solution Q® SD Nylon
- e. Dye Method: 100% Solution Dyed
- f. Backing: EcoWorx® Tile
- g. Protective Treatment: SSP® Shaw Soil Protection
- h. Size: 24" x 24"
- i. Gauge: 1/12
- j. Stitches: 9.5
- k. Finished Pile Thickness: .095
- l. Average Density: 6442
- m. Total Thickness: 0.240
- n. Tufted Weight: 17 oz.

11. INSTALLATION MATERIALS

- a. Adhesives:
 - i. For EcoWorx (fiberglass reinforced):
 - 1. Shaw 5000 pressure sensitive: 5 lbs. 85% RH pH 5-9
 - 2. Shaw 5100 pressure sensitive: 5 lbs. 85% RH pH 5-9
 - 3. Shaw 5036 with antimicrobial: 5 lbs. 85% RH pH 5-9
 - 4. Shaw 5800 for high moisture: 10 lbs. 95% RH pH 10
 - 5. Shaw 3800 indoor/outdoor: 8 lbs. 90% RH pH 5-9
 - 6. LokDots dry adhesive: No visible moisture pH 12
 - 7. LokWorx tabs: 10 lbs. 85 RH pH 12
 - 8. Mill-applied ES: No visible moisture
 - ii. For EcoLogix (attached cushion): All, excluding LokDots and LokWorx.
 - iii. For StrataWorx (light weight tile alternative to broadloom)
 - 1. Shaw 5000 pressure sensitive: 5 lbs. 85% RH pH 5-9
 - 2. Shaw 5036 with antimicrobial: 5 lbs. 85% RH pH 5-9
 - 3. Shaw 5800 for high moisture: 10 lbs. 95% RH pH 10

- b. Primer (if needed): 9050 is an acrylic solution made to neutralize excess alkali that is also recommend as a primer coat to prevent over absorption of adhesive and to ensure a better bond. Formulated with an antimicrobial agent, it provides protection against bacteria, fungi, and mildew in the wet or dry state. Contains no solvent, alcohol, or other hazardous materials per OSHA 29 CFR 1910.1200. Non-photo chemically reactive per rule #102. Available in 4-gallon pails.
- c. Leveling and Patching Compounds: Use a cementitious patching/leveling compound that meets or exceeds the required moisture level and pH requirements. Use of gypsum-based patching and/or leveling compounds which contain Portland or high alumina cement and meet or exceed the compressive strength of 3,000 psi are acceptable.
- d. Transition Strips
- e. Cove Base Accessories:
 - i. Angle Profile
 - ii. Detail Profile
 - iii. Quarter Round



PART 3 – EXECUTION

12. EXAMINATION

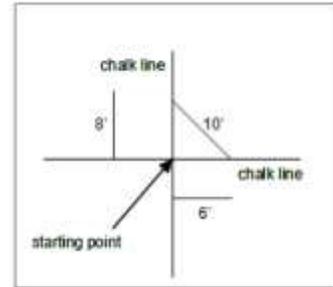
- a. Examine substrates, with Installer present, for compliance with requirements for maximum moisture content, pH, smoothness and level.
- b. If dusting or powdering exists, seal the floor with a latex primer such as Shaw 9050.

13. PREPARATION

- a. Substrates shall be smooth, structurally sound, permanently dry, clean and free of all foreign material such as dust, wax, solvents, paint, grease, oils, old adhesive residue, curing and hardening/ curing compounds, sealers and other foreign material that might prevent adhesive bond.
- b. Pre-existing Adhesive
 - i. Non-Active Multipurpose Adhesive: Remove ridges, sweep or vacuum debris.
 - ii. Active Multipurpose Adhesive: Remove ridges then eliminate the adhesive tack with a product such as Shaw 6200.
 - iii. Pressure Sensitive Adhesive Affected by Plasticizer Migration: If the previous carpet tile had a PVC backing and the plasticizer in the backing has transferred to the adhesive, you must thoroughly remove adhesive by wet scrapping.
 - iv. Existing Pressure Sensitive Adhesive: Evaluate the tack level of the existing adhesive. If sufficient, the existing adhesive can be used to install Shaw's tile products. If insufficient, apply new adhesive over existing adhesive.
 - v. Active Cutback Adhesive: Wet scrape adhesive, reduce to a well-bonded residue and encapsulate with a product such as Shaw 9000.
 - vi. Non-active Cutback Adhesive: Wet scrape adhesive and reduce to a well-bonded residue.
- c. Fill depressions or cracks with a cementitious patching/leveling compound that meets or exceeds the required moisture level and pH requirements. Use of gypsum-based patching and/or leveling compounds which contain Portland or high alumina cement and meet or exceed the compressive strength of 3,000 psi are acceptable.
- d. Flooring considerations:
 - i. Installing over VCT and VAT: Tiles must be secure to the subfloor. Strip any wax from the surface.
 - ii. Installing over wood subfloors: Prime with a liquid latex such as Shaw 9050.
 - iii. Installing over raised access flooring: Must be smooth, level, secure and clean. Install carpet tile at an offset from panel seams. Gaps must not exceed 1/16" (1.6 mm).

14. LAYOUT AND INSTALLATION

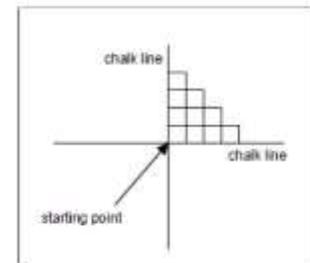
- a. Start the tile installation as near to the center of the room possible and position it to use the largest perimeter cut
- b. Snap a chalk line parallel to one major wall bisecting the point. It may be necessary to offset the center chalk line assure perimeter tiles will be at least half size.
- c. Snap a second chalk line from the starting point at 90° to line. Use a 3-4-5, 6-8-10, or larger triangle depending on size. Meters or feet may be used to lay out the triangle in proportions.



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- d. Use a full spread of adhesive applied with a 3/8" foam paint roller or 1/16 x 1/32 x 5/64 u-notch trowel. The adhesive must be allowed to dry completely before installing the carpet. Installing into wet adhesive will result into a permanent bond and may cause the carpet to bubble. Trowel application of adhesive is recommended for EcoLogix. EcoWorx ES / EcoLogix ES no adhesive required. Approximate coverage rates are 35-40 yards per gallon when applied with a roller, and 28 -33* yards per gallon when applied with a trowel.
- e. Install each full carton and complete an entire pallet before starting another pallet to minimize product variation. Each tile has directional arrows on the back. These arrows allow for one-directional or multi-directional installation. Some styles may be large scale or linear in design and require quarter turning. If you are unsure about whether or not your product requires a quarter turned installation, please contact 1.877.502.7429. Numbers within the arrows are for manufacturing purposes and are not related to installation.
- f. Begin installation at the intersection of two chalk lines. Continue you complete one quadrant. Proceed to an adjoining quadrant all four quadrants are completed. Larger areas may require chalk lines bisecting the original four quadrants.
- g. Install tiles using the pyramid technique. This gives you multiple alignment checks. If the edges do not align and the misalignment increases with progression of the installation, find correct the source of the problem.
- h. Carpet tiles come in various sizes. All Shaw tiles have directional arrows on the back of the tile. Slide tiles into position to prevent yarn from being trapped between the tiles. Trapped yarn will adversely affect the appearance of the installation and will cause alignment problems.
- i. EcoWorx ES /EcoLogix ES are manufactured with the adhesive already applied. Once the tile is ready to install, simply peel the liner from the back and position snugly to the adjacent tile.
- j. Tiles must fit snugly, but not be compressed. Press the entire surface of the tile to ensure adhesion. Check for fit by measuring the length of ten full tiles after installation. The measurement must not be less than, or exceed by more than 1/4 inch, the length of the tiles being multiplied by ten. For example: if 24" X 24" tiles are being installed, the measurement should be between 240 and 240 1/4 inches.
- k. Measure and cut tiles from the back using a straight edge. Be sure the arrows are pointing in the correct direction.
- l. Roll the entire installation with a 75 lb. or greater roller to assure the proper adhesion to the substrate.



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15. MAINTENANCE

- a. Post-installation Care
 - i. Place plywood over the carpet when heavy objects will be moved within 24 hours after installation.

b. Preventative Floor Care

- i. Use protective chair mats under chairs with casters.
- ii. Use soil removal mats at exterior entrances.
- iii. Use absorbent mats in areas where moisture, oil and grease are present.

c. Routine Maintenance

- i. Set a schedule depending on traffic and vacuum regularly.
- ii. Remove spots with spot removers as soon as they occur.
- iii. Use encapsulation agents periodically.
- iv. Clean with hot water extraction periodically.

Traffic Level	Vacuum	Spot Removal	Interim Cleaning	Hot Water Extraction
Light	2/week	As needed	As needed	1/year
Moderate	1/day	As needed	As needed	1/year
Heavy	1/day	As needed	Monthly	4/year
Extra Heavy	1/day	As needed	Weekly	Monthly

ADDITIONAL SPECIFICATIONS:

Transitional Material:

- Johnsonite MTC-00-A, Aluminum contour track for adhesive installations. 6' minimum radius.
- Johnsonite CE-XX-A, 1/4" and 5/16" to 1/8" material. 1/4" leg

EXHIBIT "D"
BID #19-017 CARPET TILE AND RUBBER TILE FLOORING
FEBRUARY 6, 2019
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15

PRICING FORM

COMPANY NAME

SIGNATURE OF BIDDER

PRINT NAME

TITLE

EMAIL ADDRESS

ADDRESS OF COMPANY

CITY

STATE

ZIP CODE

(AREA CODE)

PHONE NUMBER

DATE OF BID RESPONSE

1. The Board of Education, Community Consolidated School District 15, Palatine, Illinois, reserves the right to reject any or all bids and to waive any informality in bidding.
2. Having carefully examined all bid documents, as well as the proposed program, the undersigned hereby proposes to furnish all equipment and services (see attached letter outlining in detail the exact services proposed) set forth by the specifications, notice to bidders, general conditions and form of proposal herein referred to and described.
3. By entering into this Agreement, Contractor/Vendor certifies and warrants to the Board of Education that it is not barred from entering into this Agreement for any reason whatsoever, including, but not limited to, a violation of Section 33E-3 (Bid Rigging) or Section 33E-4(Bid Rotating) of the Illinois Criminal Code of 1961.
4. The contractor/vendor certifies that contractor has a written sexual harassment policy in place in full compliance this 775 ILCS 5/2-105 (A) (4).
5. Vendor acknowledges receipt of addendum(s) if issued. _____

PRICING FORM

SCHOOL: CENTRAL ROAD	EST. YARDS OR FT.	UNIT COST PER YDS. OR FT.	EXTENDED COST
BASE BID- CARPET TILE			
CARPET TILES			
4" BASE COVE			
TRANSITIONAL MATERIALS			
SITE DELIVERY, SITE PREPERATIONS, AND INSTALLATION CARPET			
REMOVAL AND DISPOSAL OF CARPET			
SCHOOL: VIGINIA LAKE			
BASE BID- CARPET TILE			
CARPET TILES			
4" BASE COVE			
TRANSITIONAL MATERIALS			
SITE DELIVERY, SITE PREPERATIONS, AND INSTALLATION CARPET			
REMOVAL AND DISPOSAL OF CARPET			
			TOTAL BASE BID COST
SCHOOL: VIGINIA LAKE			
BASE BID- RUBBER TILE			
RUBBER TILES			
4" BASE COVE			
TRANSITIONAL MATERIALS			
SITE DELIVERY, SITE PREPERATIONS, AND INSTALLATION CARPET			
REMOVAL AND DISPOSAL OF CARPET			
			TOTAL BASE BID COST
SCHOOL: CENTRAL ROAD			
ALTERNATE 1 BID- CARPET TILE			
CARPET TILES			
4" BASE COVE			
TRANSITIONAL MATERIALS			
SITE DELIVERY, SITE PREPERATIONS, AND INSTALLATION CARPET			
REMOVAL AND DISPOSAL OF CARPET			
SCHOOL: VIGINIA LAKE			
ALTERNATE 1 BID- CARPET TILE			
CARPET TILES			
4" BASE COVE			
TRANSITIONAL MATERIALS			
SITE DELIVERY, SITE PREPERATIONS, AND INSTALLATION CARPET			
REMOVAL AND DISPOSAL OF CARPET			
			TOTAL ALT. 1 COST

EXHIBIT "E"
REQUEST FOR BID #19-017
CARPET TILE AND RUBBER TILE FLOORING
JANUARY 6, 2019
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15
REFERENCES

COMPANY NAME _____

PROVIDE A LIST OF FIVE REFERENCES, PREFERRABLY SCHOOL DISTRICTS, FOR WORK OF SIMILAR SIZE AND SCOPE WITHIN THE LAST THREE YEARS.

School District Name or Business Name _____

Address _____

Contact Person _____ Phone Number _____

E-mail Address _____

School District Name or Business Name _____

Address _____

Contact Person _____ Phone Number _____

E-mail Address _____

School District Name or Business Name _____

Address _____

Contact Person _____ Phone Number _____

E-mail Address _____

School District Name or Business Name _____

Address _____

Contact Person _____ Phone Number _____

E-mail Address _____

School District Name or Business Name _____

Address _____

Contact Person _____ Phone Number _____

E-mail Address _____

EXHIBIT "F"
BID #19-017
CARPET TILE AND RUBBER TILE FLOORING
JANUARY 6, 2019
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15
CONTRACTOR QUESTIONNAIRE

COMPANY NAME	ADDRESS	CITY	STATE	ZIP CODE
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Pursuant to 105 ILCS 5/10-20.40 all school districts in the State of Illinois are required to annually report the number and value of contracts awarded to “minority owned businesses, female owned businesses, and businesses owned by persons with disabilities, as defined in the Business Enterprise for Minorities, Females and Persons with Disabilities Act, and locally owned businesses” for contracts over \$25,000. In order to comply with this requirement, we request contractors to complete the following questionnaire and return with their bid responses.

Is Your Company a Locally Owned Business YES _____ NO _____ as it relates to this School District?

For purposes of this questionnaire, “Locally Owned” means that the registered address or principal place of business of the company is located within the boundaries of the school district. For a corporation, LLC, LP, LLP, or LLLP, the registered address is the address for business on file with the Illinois Secretary of State. For all other business entities, the principal place of business is where the books and records of the business are kept and/or the management of the business works.

Guidance issued by the Illinois State Board of Education suggests that we inquire whether your company is certified as a minority, female, or disabled person owned business by a certifying agency (e.g., Chicago Transit Authority – Cook County – Illinois Department of Transportation – Metropolitan Transit Authority Metropolitan Water Reclamation District – U.S. Small Business Administration – State of Illinois) or that it would be eligible for certification if an application were made. The Guidance includes the definitions set forth below.

Definition of Ownership: “Minority owned business, female owned business, and business owned by a person with a disability” means a business concern which is at least 51% owned by one or more minority persons, females, or persons with a disability; or in the case of a corporation, at least 51% of the stock in which is owned by one or more minority persons, females, or persons with a disability; and the management and daily business operations of which are controlled by one or more of the minority females, or persons with a disability who own it. (30 ILCS 575/2)

Is Your Company a Minority Owned Business? YES _____ NO _____

“Minority person” shall mean a person who is a citizen or lawful permanent resident of the United States and who is: (a) African American – a person having origins in any of the black racial groups in Africa; or (b) Hispanic - a person of Spanish or Portuguese culture with origins in Mexico, South or Central America, or the Caribbean Islands, regardless of race; or(c) Asian American - a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent or the Pacific Islands); or (d) Native American or Alaskan Native – a person having origins in any of the original peoples of North America. (30 ILCS 575/2)

Is Your Company a Female Owned Business? YES _____ NO _____

“Female” shall mean a person who is a citizen or lawful permanent resident of the United States and who is of the female gender. (30 ILCS575/2)

Is Your Company a Business Owned By Persons with Disabilities? YES _____ NO _____

“Person with a disability” means a person who is a citizen or lawful resident of the United States and is a person qualifying as being disabled, where “Disabled” means a severe physical or mental disability that: (a) results from: amputation, arthritis, autism, blindness, burn injury, cancer, cerebral palsy, cystic fibrosis, deafness, head injury, heart disease, hemiplegia, hemophilia, respiratory or pulmonary dysfunction, mental retardation, mental illness, multiple sclerosis, muscular dystrophy, musculoskeletal disorders, neurological disorders, including stroke and epilepsy, paraplegia, quadriplegia and other spinal cord conditions, sickle cell anemia, specific learning disabilities, or end stage renal failure disease; and (b) substantially limits one or more of the person's major life activities. Another disability or combination of disabilities may also be considered as a severe disability for the purposes of item (a) if it is determined by an evaluation of rehabilitation potential to cause a comparable degree of substantial functional limitation similar to the specific list of disabilities listed in this definition. (30 ILCS 575/2).