



BIDDER QUALIFICATION FORM

BID NO. _____

BID TITLE _____

Direct all inquiries to Procurement Management Services.

BUYER NAME: _____

E-MAIL ADDRESS: _____

PHONE: (305) _____

FAX NUMBER: _____

TDD PHONE: (305) 995-2400

Bids will be accepted until 2:00 PM on _____ in room 351, School Board Administration Building, 1450 NE 2nd Avenue, Miami, FL 33132, at which time they will be publicly opened. Bids may not be withdrawn for _____ days after opening. (Refer to Instructions to Bidders, para. IV.B.)

The submission of the bid by the vendor, acceptance and award of the bid by The School Board of Miami-Dade County, Florida, and subsequent purchase orders issued against said award shall constitute a binding, enforceable contract. Unless otherwise stipulated in the bid documents, no other contract documents shall be issued.

I. BIDDER CERTIFICATION AND IDENTIFICATION

- A. I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this bid; and I certify that I am authorized to sign this bid for the bidder.
- B. Vendor certifies that it satisfies all necessary legal requirements as an entity to do business with The School Board of Miami-Dade County, Florida.
- C. I certify agreement with the School Board of Miami-Dade County Business Code of Ethics, and agree to comply with this Code and all applicable School Board contracting and procurement policies and procedures. (School Board Rule 6Gx13-3F-1.025)

II. INDEMNIFICATION

The Bidder shall hold harmless, indemnify and defend the indemnities (as hereinafter defined) against any claim, action, loss, damage, injury, liability, cost or expense of whatsoever kind or nature including, but not by way of limitation, attorney's fees and court costs arising out of bodily injury to persons, including death, or damage to tangible property arising out of or incidental to the performance of this contract (including goods and services provided thereto) by or on behalf of the Bidder, whether or not due to or caused in part by the negligence or other culpability of the indemnity, excluding only the sole negligence or culpability of the indemnity. The following shall be deemed to be indemnities: The School Board of Miami-Dade County, Florida, its members, officers and employees.

III. PERFORMANCE SECURITY, is required on this bid. YES NO

Refer to **INSTRUCTIONS TO BIDDERS**, para. VII./IF PERFORMANCE SECURITY IS REQUIRED, PLEASE INDICATE THE TYPE TO BE FURNISHED:

Performance Bond Check (Cashier's, Certified, or equal)

**An original, manual signature is required on the Bidder Qualification Form.
(Bidder is requested to use blue ink, do not use pencil)**

Legal Name of Vendor _____

Mailing Address _____

City _____ **State** _____ **Zip Code** _____

Telephone No. _____ **Fax No.** _____

E-mail Address _____

By: Signature (Original)
Of Authorized Representative _____ **Date** _____

Name (Typed or Printed)
Of Authorized Representative _____ **Date** _____

DISCLOSURE OF EMPLOYMENT OF FORMER SCHOOL BOARD EMPLOYEES

Pursuant to School Board Rule 6Gx13- 3F-1.025, which may be accessed at <http://www2.dadeschools.net/schoolboard/rules> all bidders, proposers, consultants, and contractors are required to disclose the names of any of their employees who serve as agents or principals for the bidder, proposer or contractor, and who **within the last two years**, have been or are employees of the School Board. Such disclosures will be in accordance with current School Board rules, but will include, at a minimum, the name of the former School Board employee, a list of the positions the employee held in the last two years of his or her employment with the School Board, and the dates the employee held those positions.

| NAME | LIST OF POSITIONS | DATES EMPLOYEE HELD POSITION |
|-------|-------------------|------------------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

INSTRUCTIONS TO BIDDERS

NOTICE OF ESTABLISHMENT OF A CONE OF SILENCE

The School Board of Miami-Dade County Public schools enacts a Cone of Silence from issuance of a solicitation to written recommendation of award. All provisions of School Board Rule 6Gx13-8C-1.212 apply.

I. PREPARATION OF BIDS

A. BIDDER QUALIFICATION FORM qualifies the bidder and the bid and must be completed and submitted as page 1 of the bid.

1. PERFORMANCE SECURITY. The form of performance security the bidder will submit, when required to do so, must be furnished. Performance security shall not be submitted with the bid.

2. BIDDER CERTIFICATION AND IDENTIFICATION. Bid must contain an original manual signature from an authorized representative. An unsigned bid will be considered non-responsive.

B. INSTRUCTIONS TO BIDDERS. Defines conditions of the bid.

1. ORDER OF PRECEDENCE. Any inconsistency in this bid shall be resolved by giving precedence in the following order:

- A. Specifications
- B. Special Conditions
- C. Instructions To Bidders

2. FOR M/WBE designated bids. The **SPECIAL CONDITIONS-Minority/Women** owned and controlled Business Participation Statement and the M/WBE Certification Application **MUST** be completed and SUBMITTED with the bid if the bidder is not certified by Miami-Dade County Public Schools. Failure to submit the completed application with the bid will be considered non-responsive.

C. BID PROPOSAL FORM. Defines requirement of items to be purchased, and must be completed and submitted as page 2 and subsequent pages, if any, of the bid. The bidder should indicate his/her name in the appropriate space on each page.

1. ITEM SPECIFICATION. Specifying a certain brand, make or manufacturer is to denote the quality, type, and standard of the article desired. Articles offered must be new merchandise only, of equal or superior grade. On blank lines provided, the bidder is requested to insert the brand name, manufacturer's number and other information necessary to sufficiently identify article offered. Failure to do so may prevent consideration of the item. Also, refer to paragraph X. *Packaging*.

2. PRICES. Prices are requested in units of quantity specified in the bid specifications. In case of a discrepancy in computing the total amount of bid, UNIT PRICE quoted will govern. All prices bid shall include delivery F.O.B. destination, freight prepaid (bidder pays and bears freight charges. Bidder owns goods in transit and files any claims) and shall include all cartage, drayage, packing, etc., delivered to and unloaded at the receiving station at the site designated in BID PROPOSAL FORMS and there received by the designated agent of the Board.

3. TAXES. The Board does not pay Federal Excise and State taxes on direct purchases of tangible personal property. The applicable tax exemption number is shown on the purchase order. This exemption does not apply to purchases of tangible personal property made by contractors who use the tangible personal property in the performance of contracts for the improvement of Board-owned real property as defined in Chapter 192 of the Florida Statutes.

II. SUBMITTING OF BIDS

A. BID FORMS AND ENVELOPES. Bids must be submitted on forms furnished by the Board and in sealed packages or envelopes. Bid submissions must be clearly marked with bid number, bid title and bid opening date.

B. ERASURES OR CORRECTIONS. When filling out the bid proposal form, bidders are required to complete bid proposal in ink.

1. Use of pencil is prohibited.
2. Do not erase or use correction fluid to correct an error.
3. All changes must be crossed out and initialed in ink.

Those bids for individual items that do not comply with items 1, 2 and 3 above will be considered non-responsive for that item(s).

C. PLACE, DATE AND HOUR. Bids shall be submitted by U.S. Mail, Courier/Express Service, or deposited in the BID BOX located in Room 351, 8:00 A.M. to 4:30 P.M., Monday through Friday, SCHOOL BOARD ADMINISTRATION BUILDING, 1450 N.E. Second Avenue, Miami, Florida 33132. Bids received after the date and hour specified in the BIDDER QUALIFICATION FORM will not be considered.

D. PUBLIC ENTITY CRIMES. Section 287.133(2)(a) Florida Statute. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

E. SUBMITTING A "NO BID." If not submitting a bid at this time, return the form entitled "NOTICE TO PROSPECTIVE BIDDERS." Failure to respond, either by submitting a bid or the "NOTICE TO PROSPECTIVE BIDDERS" form for three consecutive times, may result in the company being removed from the School Board's bid list.

F. AVAILABILITY OF BID INFORMATION. Immediately following the public opening, bids will be read, upon request, and then compiled in a tabular form, a copy of which will be available for examination in Procurement Management Services.

III. CANCELLATION OF BIDS OR REQUEST FOR PROPOSALS

An invitation for bids may be canceled, in whole or in part, as may be specified in the solicitation, when it is in the best interest of the Board. The reasons shall be made a part of the master bid file.

A. Prior to opening, a solicitation may be canceled in whole or in part, prior to the date and hour specified in the Bidder Qualification Form for receipt of bids, when the Assistant Superintendent, Procurement Management Services, determines in writing, that such action is in the best interest of the Board for reasons including, but not limited to:

1. The Board no longer requires the supplies, services, or construction;
2. The Board no longer can reasonably expect to fund the procurement;
3. A review of a valid protest filed by a bidder as may be determined by the administrative staff, or
4. Proposed amendments to the solicitation would be of such magnitude that a new solicitation is desirable.

B. When a solicitation is canceled prior to opening, notice of cancellation shall be posted on the District's website, and sent to all businesses solicited, via facsimile or mail. Any bids or proposals received for the cancelled solicitation shall be returned to the vendor unopened.

The notice of cancellation shall:

1. Identify the solicitation;
2. Briefly explain the reason for cancellation; and
3. Where appropriate, explain that an opportunity will be given to compete on any future re-solicitation for procurements of similar supplies, services, or construction.

IV. CHANGE OR WITHDRAWAL OF BIDS

A. PRIOR TO BID OPENING. Should the bidder desire to change or withdraw his/her bid, he/she shall do so in writing. This communication is to be received by the District Director, of Procurement Management, Room 352, School Board Administration Building, prior to date and hour of bid opening. The bidders name, the bid number, the bid title and the date the bid is due must appear on the envelope.

B. AFTER BID OPENING. After bids are opened, they may not be changed, nor withdrawn, for 90 days after the determined opening date, unless otherwise specified on the "BIDDER QUALIFICATION FORM."

C. FAILURE TO ACCEPT BID AWARD. Bidders who, prior to the Bid Award by The School Board of Miami-Dade County, Florida, indicate that they are unable to accept the bid award shall either:

1. Pay to the Board, as liquidated damages, an amount equal to 5% of the unit price bid, times the quantity, or \$10, whichever amount is larger, or
2. Lose eligibility to transact new business with the Board for a period of 14 months from the date the Board acts on the withdrawn bid.

V. PROTESTS TO CONTRACT SOLICITATION OR AWARD

A. The Board shall provide notice of a decision or intended decision concerning a solicitation, contract award, or exceptional purchase by electronic posting which can be accessed at the district's website www.dadeschools.net.

B. Any person who is adversely affected by the agency decision or intended decision shall file with the agency a notice of protest in writing within 72 hours after the posting of the notice of decision or intended decision. With respect to a protest of the terms, conditions, and specifications contained in a solicitation, including any provisions governing the methods of ranking bids, proposals, or replies, awarding contracts, reserving rights of further negotiation, or modifying or amending any contract, the notice of protest shall be filed in writing within 72 hours after the posting of the solicitation. The formal written protest shall be filed within 10 days after the date the notice of protest is filed. The formal written protest shall state with particularity the facts and law upon which the protest is based. Saturdays, Sundays, and state holidays shall be excluded in the computation of the 72-hour time periods established herein.

C. The protesting party shall be required to post a bond consistent with F.A.C. Rule 28-110.005(2), and Board Rule 3C-1.11. Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.

D. Formal, written protests will be reviewed by Procurement Management Services, who will offer the protesting bidder the opportunity to meet and discuss the merits of the protest. If the protest is not resolved, the bidder may seek an administrative hearing pursuant to §120.57 Fla. Stat. Petitions for hearing pursuant to §120.57 Fla. Stat., must be filed in accordance with School Board Rule 6Gx13- 8C-1.064.

VI. AWARDS

A. RESERVATION FOR REJECTION OR AWARD. The Board reserves the right to reject any or all bids, to waive irregularities or technicalities, and to request rebids. The Board reserves the right to award on an individual item basis, any combination of items, total low bid or, if an alternate bid is accepted, on such terms as are specified for the alternate bid, whichever manner is in the best interest of the Board.

The Board reserves the right to utilize other governmental contracts, if in the best interest of the Board.

B. NOTIFICATION OF INTENDED ACTION will be posted on the District's website no later than the Friday preceding a regularly scheduled Board meeting.

C. OFFICIAL AWARD DATE. Awards become official upon the Board's formal approval of the award.

D. TERMINATION FOR CONVENIENCE

The Board reserves the right to terminate this contract at any time and for any reason upon giving thirty (30) days' notice to the other party. If said contract should be terminated for convenience as provided herein, the Board will be relieved of all obligations under said contract. The Board will only be required to pay that amount of the contract actually performed to the date of termination. Upon such payment, both parties shall be relieved of any further obligations under this contract.

E. PURCHASE ORDERS. Purchase orders mailed to successful bidders are the official notification to deliver materials described therein; and the time allowed for delivery begins with the date of the purchase order. In the event that the successful bidder fails to deliver the materials in accordance with the terms and conditions of the bid and purchase order, the bidder shall be considered to be in default of the contract and subject to the default provisions stated in Instructions to Bidders, Section VI. G.

F. DEFAULT. A vendor who fails to perform according to the terms of the contract (bid) shall be considered in default. In the event of default, which may include, but is not limited to poor performance and/or non-performance, a vendor shall either (1) pay liquidated damages of 10 percent of the unit price of the item(s) awarded times the quantity when no purchase order has been issued, 10 percent of the purchase order when a purchase order has been issued or \$100, whichever is greater or (2) lose eligibility to transact new business with the Board for a period of 14 months from date of termination of award by the Board. Bidders that are determined ineligible may request a hearing pursuant to Chapter 120 of the Florida Statutes, and School Board Rule 6Gx13- 8C-1.064.

G. The intent of the bid documents is to include only the written requirements for materials, equipment, systems, standards and workmanship necessary for the proper execution and completion of the work by the Bidder. The bid documents shall not be construed to create an entitlement to any other scope of work except as specified herein.

VII. PERFORMANCE SECURITY (FOR SUCCESSFUL BIDDERS ONLY)

A. PURPOSE. A performance bond or check may be required to guarantee performance.

B. BONDING COMPANY. Performance Bonds shall be written through a reputable and responsible surety bond agency licensed to do business in the State of Florida and with a surety company or corporation meeting both of the following specifications:

1. Awards Greater than \$500,000

A minimum rating in the latest revision of Best's Insurance Reports of:

| <u>Contract Amount</u> | <u>Minimum Rating by A.M. Best</u> |
|---------------------------------|------------------------------------|
| \$ 500,000.01 to \$ 2,500,000 | None |
| \$ 2,500,000.01 to \$ 5,000,000 | B + or NA-3 |
| | No Minimum Class |
| \$ 5,000,000.01 to \$10,000,000 | A- Class IV |
| \$10,000,000.01 or more | A- Class V |

Current certificate of authority as acceptable surety on Federal Bonds in accordance with the latest edition of the United States Treasury Department Circular 570 entitled "Companies Holding Certificates of Authority as Acceptable Sureties on Federal Bonds and as Acceptable Reinsuring Companies" shall be accepted for an amount not exceeding the underwriting limitation thereon.

2. Awards of \$500,000 or Less

Bonds shall be written with a surety company or corporation meeting the qualifications as set forth in Paragraph VII.B. above or the qualifications set forth in section 287.0935, Florida Statutes.

C. AMOUNT. When required as defined herein, the firm or individual(s) to whom an award has been made shall execute and deliver to The School Board of Miami- Dade County, Florida, a Performance Bond, Cashier's/Certified Check, or equal.

1. Awards less than \$200,000 shall be exempt from performance security.

2. Performance security shall not be required, unless otherwise defined in the bid specifications. If performance security is required, it shall equal 100% of the award amount.

D. RELEASE OF PERFORMANCE SECURITY. Return to the Awardee of his/her cash security, or notification to the Awardee and the bonding company to cancel the performance bond, will be made when all goods/services have been accepted and invoices have been approved for payment

VIII. SAMPLES

When bid samples are required, the buyer will notify bidder to submit samples of the items bid in accordance with the following procedures:

A. All samples must be identified with the bidder's name, bid number, item number, and product name and number. Where non-compliance with this requirement is noted, said item may be considered as being unidentifiable and may not be eligible for consideration in the award recommendation.

B. All samples are to be delivered within 7 calendar days after receipt of notification from buyer, unless otherwise stated in the Special Conditions of the bid. If the bidder does not submit samples by the date and time indicated by the buyer, the bid submitted for that item may not be considered for award.

C. Bidder must obtain, from Materials Testing and Evaluation, a signed receipt acknowledging delivery of samples. Bidder shall include a self-addressed, stamped envelope for return of sample receipt when submitting samples by mail or delivery service. The bidder will receive the original copy of the receipt and the duplicate copy will remain with the Miami-Dade County Public Schools receiving department as the file copy. Bidder shall be solely responsible for delivery of samples and for retaining sample delivery receipts, which must be presented in any dispute regarding receipt of bid samples.

D. Samples should be delivered to the following address:

MIAMI-DADE COUNTY PUBLIC SCHOOLS
MATERIALS TESTING AND EVALUATION
7040 West Flagler Street
Miami, Florida 33144
Telephone Number: 786-275-0780

Miami-Dade County Public Schools will not be responsible for samples sent to a location other than the location mentioned in the bid.

E. PAYMENT FOR SAMPLES. The Board will buy no samples and will assume no cost incidental thereto.

F. RETURN OF SAMPLES. Samples not destroyed in testing may be claimed by unsuccessful bidders 14 days after bid award date and by successful bidders 14 days after final payment; but the Board will assume no responsibility for samples not claimed within the time specified, and it will pay for no samples damaged in testing.

G. EVALUATION AND TEST RESULTS. If a sample submitted for testing does not comply, the buyer will advise the bidder to contact Materials Testing and Evaluation for further details.

IX. SUBSTITUTIONS

Should the bidder find it necessary to use a material, equipment, product or system other than specified, the bidder shall secure from the Board, through Procurement Management Services, written approval for the use of the alternate materials, equipment, product or system. The Board is not obligated to approve requests for substitutions and has the discretion to require the bidder to provide the materials as specified in the bid documents. In no case shall the bidder be entitled to additional time and/or money arising out of the Board's failure to approve requests for substitutions.

X. PACKAGING

A. If packaging is different from that specified, the bidder must note the manner and amounts in which packaging is to be made; otherwise the successful bidder shall furnish packaging as specified. All packaging, wrapping and bundling shall be adequate to insure that materials will be received in undamaged condition. The Board assumes no responsibility for damages of any kind incurred in transit.

B. The following identification shall be printed, stenciled or legibly written in a conspicuous location on each shipping container:

1. BID NUMBER AND/OR PURCHASE ORDER NUMBER
2. VENDOR'S NAME AND/OR TRADEMARK
3. NAME(S) OF ITEM(S) CONTAINED
4. ITEM NUMBER(S) WITH QUANTITY(IES)

XI. PURCHASES BY OTHER PUBLIC AGENCIES

With the consent and agreement of the successful bidder(s), purchases may be made under this bid by Miami Dade County, Florida, and other governmental agencies or political subdivisions within the State of Florida. Such purchases shall be governed by the same terms and conditions stated herein. This agreement in no way restricts or interferes with the right of any State of Florida Agency or political subdivision to rebid any or all of these items.

XII. RECYCLING REQUIREMENTS

Miami-Dade County Public Schools supports recycling and recommends the use of recycled products where possible. Vendors are requested to submit a letter, along with their bid, indicating whether each item bid and/or its packaging contains pre-consumer or post-consumer waste, and if the product and/or packaging may be recycled.

XIII. ENVIRONMENTAL PRODUCTS

Miami-Dade County Public Schools encourages the use of environmentally safe products.

XIV. DELIVERY AND BILLING

A. DELIVERY. Saturdays, Sundays, and holidays excepted, deliveries shall be made as follows: Schools and Departments - 8:00 A.M. to 3:00 P.M. Merchandise shall be unloaded at the receiving station of the designated delivery point and received there by a designated agent of the Board. A delivery ticket, or one copy of the invoice, prepared as indicated below, shall accompany each delivery.

B. RECEIVING INSPECTION AND TESTING. Delivered items which do not fulfill all requirements will be rejected. Rejected items shall be removed and replaced promptly by the vendor, at no cost to the purchaser.

C. INVOICES. Each invoice shall be issued by the successful bidder and shall be submitted in DUPLICATE to the Accounts Payable Section, P.O. Box 01-2570, Miami, Florida 33101. To be considered for payment, each invoice must show the following information, which appears on the Purchase Order:

1. Purchase Order Number
2. Item Descriptions
3. Quantities and Units
4. Price Extensions
5. Total price of all items on invoice

D. PAYMENT. Unless otherwise specified by Miami-Dade County Public Schools, payment will be made only after delivery, authorized inspection, and acceptance. Payment will be made only to the successful bidder, unless otherwise requested, in writing, by the successful bidder and accepted by Miami-Dade County Public Schools Administration. When bidders are directed to send invoices to a school, the school will make directed payment to the bidder.

XV. NO GRATUITY POLICY

It is the policy of Procurement Management Services not to accept gifts, gratuities, or favors of any kind, or of any value whatsoever, from vendors, members of their staffs, or families.

XVI. COMPLIANCE WITH STATE/FEDERAL REGULATIONS

A. All contracts involving federal funds will contain certain provisions required by applicable sections of Title 34, Section 80.36(l) and Section 85.510 Code of Federal Regulations and are included by reference herein. The vendor certifies by signing the bid that the vendor and his/her principals are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in federally funded transactions and may, in certain instances, be required to provide a separate written certification to this effect.

During the term of any contract with the Board, in the event of debarment, suspension, proposed debarment, declared ineligible or voluntarily excluded from participation in federally funded transactions, the vendor shall immediately notify the Assistant Superintendent, Procurement Management Services, in writing. Vendors will also be required to provide access to records, which are directly pertinent to the contract and retain all required records for three years after the Board makes final payment.

B. For all contracts involving Federal funds in excess of \$10,000, the Board reserves the right to terminate the contract for cause, as well as for convenience, by issuing a certified notice to the vendor.

XVII. COMPLIANCE WITH LAWS

Bidders shall comply with all federal, state of Florida and local laws applicable to it and the performance of its obligations under this bid.

XVIII. BACKGROUND SCREENING REQUIREMENTS

In accordance with the requirements of sections 1012.32, 1012.465, and 435.04, Florida Statutes (2004) as well as with the requirements of HB 1877, The Jessica Lunsford Act (2005), effective September 1, 2005, Bidder agrees to certify under oath and penalty of perjury by completing the attached Sworn Statement Pursuant to Sections 1012.32, 1012.465, and 435.04, Florida Statutes (2004) and HB 1877, The Jessica Lunsford Act (2005), which is incorporated fully herein by reference, that Bidder and all of its employees who provide or may provide services under this Agreement have completed all background screening requirements as outlined in the above-referenced statutes.

Additionally, Bidder agrees that each of its employees, representatives, agents, subcontractors or suppliers who are permitted access on school grounds when students are present, who have direct contact with students or who have access to or control of school funds must meet level 2 screening requirements as described in sections 1012.32 and 435.04, Florida Statutes, and further upon obtaining level 2 clearance, must obtain a required Board issued photo identification badge which shall be worn by the individual at all times while on Board property when students are present.

Bidder agrees to bear any and all costs associated with acquiring the required background screening - including any costs associated with fingerprinting and obtaining the required photo identification badge. Bidder agrees to require all its affected employees to sign a statement, as a condition of employment with Bidder in relation to performance under this Agreement (bid), agreeing that the employee will abide by the heretofore described background screening requirements, and also agreeing that the employee will notify the Bidder/Employer of any arrest(s) or conviction(s) of any offense enumerated in s. 435.04, Florida Statutes within 48 hours of its occurrence.

Bidder agrees to provide the Board with a list of all of its employees who have completed background screening as required by the above-referenced statutes and who meet the statutory requirements contained therein. Bidder agrees that it has an ongoing duty to maintain and update these lists as new employees are hired and in the event that any previously screened employee fails to meet the statutory standards. Bidder further agrees to notify the Board

immediately upon becoming aware that one of its employees who was previously certified as completing the background check and meeting the statutory standards is subsequently arrested or convicted of any disqualifying offense. *Failure by Bidder to notify the Board of such arrest or conviction within 48 hours of being put on notice and within 5 business days of the occurrence of a qualifying arrest or conviction, shall constitute grounds for immediate termination of this Agreement(bid) by the Board.*

Failure by Bidder to perform any of the duties described in this section shall constitute a material breach of the Agreement (bid) and default entitling the Board to utilize the provisions of section VI. E of this bid as well as entitling the Board to terminate the Agreement(bid) immediately with no further responsibility for the Board to make payment or perform any other duties under this Agreement (bid).

XIX. COMPLIANCE WITH SCHOOL CODE

Bidder agrees to comply with all sections of the Florida K-20 Education Code, Title XLVIII, Florida Statutes as it presently exists, and further as it may be amended from time to time. Further Bidder agrees that failure to comply with the Florida K-20 Education Code shall constitute a material breach of this Agreement (bid) and may result in the termination of this Agreement (bid) by the Board.

XX. CHARTER SCHOOLS

Items or Services awarded under this contract shall be made available to Charter Schools approved by the School Board of Miami-Dade County Public Schools. M-DCPS is not responsible or liable for purchases that may be made by Charter Schools.

XXI. CONFLICT OF INTEREST

Former Miami-Dade County Public Schools employees, classified as Managerial Exempt Personnel, Pay Grade 22 and above, Dade County School Administrators Association, Pay Grade 47 and above, and other equivalent positions, are prohibited from personally representing another person or entity or acting as an agent or attorney for compensation in connection with any matter in which the School Board of Miami-Dade County, Florida, is interested, for two years after the School Board employees' service terminates. This provision is pursuant to School Board Rule 6Gx13 - 4A-1.212 and Florida Statute § 112.313(9).

XXII. PUBLIC RECORDS LAW

Pursuant to Florida Statute, it is the practice of M-DCPS to make available for public inspection and copying any information received in response to an Invitation to Bid or Request for Proposals (RFP). No action on the part of the respondent to a Bid or RFP will create an obligation of confidentiality on the part of the School Board, including but not limited to, making a reference in the response to the trade secret statutes. It is recommended that potential suppliers exclude from their response any information that, in their judgment, may be considered a trade secret.

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA


SUPERINTENDENT OF SCHOOLS

FROM: _____

AFFIX
POSTAGE
HERE

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
PROCUREMENT MANAGEMENT SERVICES
ROOM NO. 352 BID BOX
1450 N.E. 2ND AVENUE
MIAMI, FLORIDA 33132

BID NO.: _____
BID TITLE: _____
BID OPENING DATE: _____

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
Procurement Management Services

NOTICE OF PROSPECTIVE BIDDERS

NO BID

If not submitting a bid at this time, for informational purpose only, detach this sheet from the bid documents, complete the information requested, fold as indicated, staple, affix postage and return address, and mail. **NO ENVELOPE IS NECESSARY.**

NO BID SUBMITTED FOR REASON(S) CHECKED AND/OR INDICATED:

Our company does not handle this type of product/service.

We cannot meet the specifications nor provide an alternate equal product.

Our company is simply not interested in bidding at this time.

OTHER, (Please specify) _____

We do not want to be retained on your mailing list for future bids for this type or product and/or service.

Signature _____

Title _____

Company _____

NOTE: Failure to respond, either by submitting a bid or this completed form, may result in your company being removed from the School Board's bid list. To qualify as a respondent to the bid, vendor must submit a *NO BID*.

FORM6-1/98

INDEMNIFICATION AND INSURANCE

In consideration of this Contract, if awarded, the Vendor agrees without reservation to the indemnification and insurance clauses contained herein. These clauses are attached to and form a part of **Bid#020-HH09**

INDEMNIFICATION

The Vendor shall hold harmless, indemnify and defend the indemnitees (as hereinafter defined) against any claim, action, loss, damage, injury, liability, cost or expense of whatsoever kind or nature including, but not by way of limitation, attorneys' fees and court costs arising out of bodily injury to persons including death, or damage to tangible property arising out of or incidental to the performance of this Contract (including goods and services provided thereto) by or on behalf of the Vendor, whether or not due to or caused in part by the negligence or other culpability of the indemnitee, excluding only the sole negligence or culpability of the indemnitee. The following shall be deemed to be indemnitees: The School Board of Miami-Dade County, Florida and its members, officers and employees.

INSURANCE

Prior to being recommended for award, the Vendor has five business days after notification to submit proof of insurance as required herein. **If the Vendor is not the installer of the equipment in question, then the Vendor must obtain evidence of the coverages referenced below from the Installer and submit evidence of such to the Office of Risk and Benefits Management.** Failure to submit a fully completed certificate of insurance signed by an authorized representative of the insurer providing such insurance coverages may cause the Vendor to be considered non-responsive and not eligible for award of the Contract. The insurance coverages and limits shall meet, at a minimum, the following requirements:

1. Commercial General Liability Insurance in an amount not less than \$300,000 combined single limit per occurrence for bodily injury and property damage.
2. Automobile Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the operations of the Vendor, in an amount not less than \$300,000 combined single limit per occurrence for bodily injury and property damage.
3. Workers' Compensation Insurance for all employees of the Vendor as required by Florida Statutes.

"The School Board of Miami-Dade County, Florida and its members, officers and employees" shall be an additional insured on all liability coverages except Workers' Compensation Insurance.

The insurance coverage required shall include those classifications, as listed in standard liability insurance manuals, which most nearly reflect the operations of the Vendor.

All insurance policies shall be issued by companies with either of the following qualifications:

(a) The company must be (1) authorized by subsisting certificates of authority by the Department of Insurance of the State of Florida or (2) an eligible surplus lines insurer under Florida Statutes. In addition, the insurer must have a Best's Rating of "B+" or better and a Financial Size Category of "IV" or better according to the latest edition of Best's Key Rating Guide, published by A.M. Best Company.

or

(b) with respect only to the Workers' Compensation insurance, the company must be (1) authorized as a group self-insurer pursuant to Florida Statutes or (2) authorized as a commercial self-insurance fund pursuant to Florida Statutes.

Neither approval nor failure to disapprove the insurance furnished by the Vendor to the School Board shall relieve the Vendor of the Vendor's full responsibility to provide insurance as required by this Contract.

The Vendor shall be responsible for assuring that the insurance remains in force for the duration of the contractual period, including any and all option years that may be granted to the Vendor. The certificate of insurance shall contain the provision that the School Board be given no less than thirty (30) days written notice of cancellation. If the insurance is scheduled to expire during the contractual period, the Vendor shall be responsible for submitting new or renewed certificates of insurance to the School Board at a minimum of fifteen (15) calendar days in advance of such expiration.

Unless otherwise notified, the certificate of insurance shall be delivered to:

Miami-Dade County Public Schools
Office of Risk and Benefits Management
1500 Biscayne Boulevard, Suite 127
Miami, Florida 33132

The name and address of Miami-Dade County Public Schools, as shown directly above, must be the Certificate Holder on the certificate of insurance.

The Vendor may be in default of this Contract for failure to maintain the insurance as required by this Contract. Any questions and/or inquiries regarding these requirements should be directed to Ms. La-Chane Clark at 305- 995-7133.

Vendor Information Sheet



1A. _____
Federal Employer Identification Number

Or _____
Owner's Social Security Number

1B. _____
Name of Firm, Individual(s), Partners or Corporation

_____ Street Address

_____ City State Zip Code

2. Telephone/Fax/Contact Person

_____ Telephone number

_____ Fax number

_____ Contact Person

_____ E-mail address

3. Ownership Disclosure

If the contract or business transaction is with a corporation, partnership, sole proprietorship, or joint venture, the full legal name and business address shall be provided for the chief **officer**, director, or owner who holds, directly or indirectly the majority of the stock or ownership. If the contract or business transaction is with a trust, the full legal name and address shall be provided for each trustee and each beneficiary. **Post Office addresses are not acceptable.**

| Name | Title | Address | Gender | Race-ethnicity | Stock Ownership |
|------|-------|---------|--------|----------------|-----------------|
| | | | | | |
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NOTE: The information provided by the vendor on this form should be consistent with that provided on the "Vendor's Application". All vendors must have a current vendor's application on file with M-DCPS, and have provided information and/or be familiar with M-DCPS' policy regarding the following: (a) Employment Disclosure, (b) Drug Free Workplace, (c) Family Leave Policy, (d) Code of Business Ethics, (e) Conflict of Interest, (f) Perception, (g) Gratuities, and (h) Business Meals. Failure to provide M-DCPS a current vendor application may cause the vendor not to be awarded any new business with M-DCPS. Vendor applications can be downloaded at: <http://procurement.dadeschools.net>

"License Information / Reference Sheet"
Bid No. 020-HH09
Carpet and Floor Tile (Furnish and Install) - District Wide

Bidder: _____

Email: _____

Service Representative: _____

Phone: _____

Fax: _____

Street Address _____

URL: _____

City _____ State _____ Zip Code _____

Years in Business: _____



| License Number | Effective/Expiration Date | Check here if attached |
|--|---------------------------|------------------------|
| Local Business Tax Receipt (formerly Occupational License): Effective Date/Number: | | |
| If applicable for this Trade, Certificate of Competency, Local or State License <i>(Provide copy of Drivers License if picture is not displayed on certificate)</i> | | |
| Please enclose with your bid, (3) Letters of References. | | |
| Have you completed the Vendor Information Sheet inside the bid package? | | |
| Did you enclose the "ORIGINAL" copy of the BIDDER QUALIFICATION FORM | | |

| OTHER OPPORTUNITIES | |
|---|-----------------------|
| M/WBE and Related Services Business Development and Assistance | |
| 305-995-1490 | (Y) - YES or (N) - NO |
| Are you interested in becoming a M-DCPS Pre-qualified Contractor? | |
| | |
| Are you interested in becoming a M-DCPS certified Minority/Women Business Enterprises (M/WBE) vendor? | |

Please list below (3) of your most recent references, in addition to Specification 1.05 B. Indicate the type of service provided for each client. References will be verified.

| Company | Contact | Address | Phone | Fax | Type of service or repair provided |
|---------|---------|---------|-------|-----|------------------------------------|
| | | | | | |
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MIAMI-DADE COUNTY PUBLIC SCHOOLS
BID PROPOSAL FORM (FORMAT A) TO: THE SCHOOL BOARD OF MIAMI-DADE COUNTY FLORIDA

| | | | | | |
|-----|----------|-------|-----------------|------|------|
| BID | 020-HH09 | BUYER | O. HOUSER, CPPB | PAGE | SC 1 |
|-----|----------|-------|-----------------|------|------|

CARPET AND FLOOR TILE (FURNISH AND INSTALL) - DISTRICTWIDE

SPECIAL CONDITIONS

- PURPOSE:** The purpose of this bid is to establish a contract, at firm unit prices, for the purchase of estimated requirements for the items listed, to furnish and install carpet and floor tiles in schools and facilities of Miami-Dade County Public Schools. The term of this bid shall be for twenty-four (24) months from date of award, concluding at the end of the business week, and may, by mutual agreement between Miami-Dade County Public Schools (M-DCPS) and the awardees, be extended for two (2) additional one (1) year periods, and if needed, 90 days beyond the expiration date of the current contract period. Subsequent extension periods shall conclude at the end of the business week. Procurement Management Services, may, if consider extending, request a letter of intent to extend from the awardees(s), prior to the end of the current contract period. The awardee(s) will be notified when the recommendation has been acted on. All prices shall be firm for the term of the contract and subsequent extension periods. The successful vendor(s) agrees to this condition by signing its bid.
- CONE OF SILENCE:** A Cone of Silence is applicable to this competitive solicitation. Any inquiry, clarification or information regarding this bid must be requested in writing by Fax or E-mail to:

Ms. Oretha Houser, CPPB, Buyer
Procurement Management
Fax No. 305-523-2217
E-mail: ohouser@dadeschools.net

A copy of this written request must be sent simultaneously to:

Ileana Martinez, School Board Clerk
Miami-Dade County Public Schools
The Office of Superintendent of Schools
1450 N.E. 2nd Avenue, Room 268B
Miami, Florida 33132
Fax No. 305-995-1448
E-mail: martinez@dadeschools.net

THE DEADLINE FOR ANY INQUIRY, CLARIFICATION, OR INFORMATION REGARDING THIS BID IS ONE (1) WEEK PRIOR TO THE DUE DATE FOR BID SUBMITTALS. THIS WILL ALLOW M-DCPS SUFFICIENT TIME TO ADDRESS ALL INQUIRIES.

- BID ADDENDUMS:** All bidders should monitor continuously, M-DCPS, Procurement and Materials Management website for any addendums that may be posted, prior to the opening of this solicitation. The Procurement and Materials Management website, which list all bids, addendums, and award information, is as follows:

<http://procurement.dadeschools.net>

BID 020-HH09

BUYER O. HOUSER, CPPB

PAGE

SC 2

CARPET AND FLOOR TILE (FURNISH AND INSTALL) - DISTRICTWIDE

SPECIAL CONDITIONS (CONTINUED)

4. **PRE-BID CONFERENCE:** A pre-bid conference will be held Thursday, February 7, 2008, at 9:00 a.m., in Maintenance Operations Training Room, 12525 N.W. 28 Avenue, Miami, Florida. Pre-Bid Conference attendance by the bidder or his qualified representative is recommended. Questions regarding the bid package will be addressed at the Pre-Bid Conference.
5. **AWARD:** A "Primary" vendor award will be made on a total low bid basis, to the first lowest responsive and responsible bidder, who demonstrates by references and credentials that they meet the specifications of this solicitation. An "Alternate" vendor award may be made to the second lowest responsive and responsible bidder who also demonstrates by references and credentials that they meet the specifications of this solicitation. **Bidders must bid all items in order to be considered for an award.**
6. **"ALTERNATE" VENDOR:** M-DCPS reserves the right to assign work simultaneously to the "Alternate" vendor in the event the "Primary" vendor is unable to perform and/or complete individual projects within the time frame required for continuity of program, safety or health of the staff and students, protection of Board assets, or any other circumstances as deemed to be in the best interests of the District.
7. **BID SUBMITTAL:** Bidders are requested to submit the original bid and proof of all information requested, in accordance with Specification 1.05 VENDOR QUALIFICATIONS AND REQUIREMENTS and SPECIAL CONDITIONS 19. CERTIFICATE OF COMPETENCY/STATE CERTIFICATION. Please provide information on the "License Information and Reference Sheet" included in this bid.
8. **ESTIMATED QUANTITIES:** The estimated quantities provided in the bid proposal are for bidder's guidance only. No guarantee is expressed or implied, as to quantities that will be used during the contract period. The School Board of Miami-Dade County, Florida is not obligated to place an order for any given amount, subsequent to the award of this bid. Estimates are based upon M-DCPS's actual needs and usage during a previous contractual period, and include an additional ten percent for unanticipated increases in requirements.
9. **SPECIFICATIONS:** If a product is to be considered as an equal to the specified pre-approved manufacturer's products identified in Master Specifications 09651, 09652, 09656, and 09680, (PART 2 – PRODUCTS), complete technical specifications, together with illustrative materials providing brand name, product number, application instructions, and Materials Safety Data Sheet (MSDS) of the product are requested to accompany the bid for evaluation. In addition, a bid offering alternate products shall also be governed by Specifications PART 2 – PRODUCTS, 2.01 SUBMITTALS. Non-compliance with this condition prior to award may cause your bid to not be considered for an award.

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|-----|----------|-------|-----------------|------|------|
| BID | 020-HH09 | BUYER | O. HOUSER, CPPB | PAGE | SC 3 |
|-----|----------|-------|-----------------|------|------|

CARPET AND FLOOR TILE (FURNISH AND INSTALL) - DISTRICTWIDE

SPECIAL CONDITIONS (CONTINUED)

- 10. **MASTER SPECIFICATIONS:** M-DCPS current Master Specifications 09651, 09652, 09680, and 09681 are attached. M-DCPS reserves the right to add additional acceptable products as approved brands throughout the term of the bid and/or delete previously approved brands that are no longer acceptable by M-DCPS.
- 11. **UNAUTHORIZED SHIPMENT/SUBSTITUTION:** Unauthorized substitutions of products shall be grounds for termination. Vendors shall be considered in default of the contract and shall lose eligibility to transact new business with the Board for a period of fourteen (14) months from the date of termination by the Board.
- 12. **MATERIAL SAFETY DATA SHEET:** As per Florida Statutes, Chapter 442 (Right-to-Know Law), Material Safety Data Sheets (MSDS) are required for materials specified in the Specifications. Bidders are requested to submit material safety data sheet(s) within five (5) days of request. Failure to supply a MSDS in the allotted time, may subject the vendor to default for non-compliance.
- 13. **INSURANCE REQUIREMENTS:** Successful vendor(s) are required to have insurance coverage, as specified in the indemnity and insurance form(s), attached hereto and made a part of this bid. The successful vendor(s) must submit completed certificate of insurance form(s), before being recommended for award. Failure to submit this form(s), as noted, will result in the vendor(s) not being recommended for the bid award.

A certificate of insurance, naming The School Board of Miami-Dade County, Florida as an "additional insured" can be faxed to the Risk and Benefits Management at 305-995-7199 or mailed to:

| | |
|---|--|
| Miami-Dade County Public Schools Office of Risk and Benefits Management 1500 Biscayne Boulevard, Suite 127 Miami, FL 33132 | Phone: 305-995-7133 Fax: 305-995-7199 |
|---|--|

- 14. **CODES AND PERMITS:** All work performed and materials used shall comply with all applicable federal, state and local codes, laws, ordinances and regulations. The successful vendor(s) shall be responsible for, and obtaining all necessary licenses and permits, as may be required.
- 15. **PROTECTION OF PERSONS AND PROPERTY:** The vendor shall initiate, maintain and supervise safety precautions and programs while performing the work in order to protect vendor's employees, materials, equipment, M-DCPS property, and building occupants. M-DCPS shall not be responsible for vendor's failure to protect persons and property.

| | | | | | |
|-----|----------|-------|-----------------|------|------|
| BID | 020-HH09 | BUYER | O. HOUSER, CPPB | PAGE | SC 4 |
|-----|----------|-------|-----------------|------|------|

CARPET AND FLOOR TILE (FURNISH AND INSTALL) - DISTRICTWIDE

SPECIAL CONDITIONS (CONTINUED)

16. **SITE INSPECTIONS SUBSEQUENT TO AWARD:** Throughout the term of the bid, awardees are encouraged to make site inspections where the carpet and floor tile work is to be performed, to familiarize themselves with the unique environment where the work is to take place and to establish work procedures to minimize disruption of the school day, and avoid damage to existing infrastructure.

Scheduling of visits to the various locations throughout the term of the contract, will be coordinated, to insure access, and to review specifications regarding normal workload, average job size, problems, safety considerations, or other conditions that are unique to the Miami-Dade County Public School System. Failure to consider these conditions shall not entitle the awarded vendor to additional compensation.

17. **ADDITIONAL WORK OR FLOORING TYPES, EMERGENCIES, AND OTHER EXCEPTIONS:** If, during the term of this contract, additional services or other flooring types are required, as a result of emergencies, special projects, safety related concerns or any other unforeseen situations; M-DCPS reserves the right to obtain written quotations from the primary and alternate awardee, itemizing all requirements. Under these circumstances, if the awarded vendors cannot provide the products or services as required, M-DCPS also reserves the right to assign projects to other contractors not awarded this bid.

18. **LOCAL BUSINESS TAX RECEIPT (formerly Occupational License):** Any person, firm, corporation or joint venture, doing business in Miami-Dade County, Florida, which is submitting a bid, shall meet the County's "Local Business Tax Receipt" requirements. Bidders with a location outside Miami-Dade County shall meet their local Business Tax requirements. A copy of the Local Business Tax Receipt is requested to be submitted with the Bid Proposal. It is the Bidder's responsibility to resubmit a copy of a new tax receipt after expiration or termination of the current tax receipt. Non-compliance with this condition may cause the bid not to be considered for award.

19. **CERTIFICATE OF COMPETENCY/STATE CERTIFICATION:** Each bidder, by submitting a bid, certifies that it possesses a current certificate of competency approved by Miami-Dade County Construction Trades Qualifying Board, Division "A", and issued by Miami-Dade County Building Code Compliance Division.

Bidders certified pursuant to Chapter 489, F.S., Regulation of Professions and Occupations Contracting shall also be considered properly qualified. The bidder Qualifying Agent (Q.A.) must supervise, direct and control all work.

20. **REFERENCES:** Bidder's should submit three (3) references on the "License Information/Reference Sheet" and otherwise comply with Specifications 1.05, B. The references must be clients for who similar work in size and scope have been or is being performed.

BID 020-HH09

BUYER O. HOUSER, CPPB

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CARPET AND FLOOR TILE (FURNISH AND INSTALL) - DISTRICTWIDE

SPECIAL CONDITIONS (CONTINUED)

21. **VENDOR INFORMATION SHEET:** All bidders are requested to complete the attached Vendor Information Sheet. In order to conduct new business under the bid, M-DCPS requires that the vendor(s) have a current vendor application on file. The information on both documents must be consistent. Failure to comply with this condition may cause the Bidder(s) not be awarded any new business. Vendor applications can be downloaded at <http://procurement.dadeschools.net>
22. **ASSIGNMENT:** The successful vendor(s) shall not assign, transfer, pledge, or hypothecate any portion of the awarded contract, without prior written consent of M-DCPS.
23. **SUBCONTRACTORS:** Subcontracting is permitted under this contract. Upon request, vendor must submit a list of subcontractors it may utilize. M-DCPS reserves the right to reject the utilization of any subcontractor that is debarred by M-DCPS or lack the appropriate State and local licenses required to perform work. Rejection of any subcontractor by M-DCPS shall not entitle the vendor to adjust its bid prices. The vendor shall be held fully responsible and liable for the supervision and performance of all work performed by subcontractors. M-DCPS shall not be responsible for resolution of disputes between the vendor and any subcontractor. All subcontractors who perform against this bid, understands and agrees that all payments for products and services rendered under this bid will be made by vendor, and that the purchaser (School Board) is not liable to the subcontractor, should the vendor fail to render payment to the subcontractor. Subcontractors further acknowledge and agree that it will not seek payment from purchasers (School Board), for any supplies and services supplied pursuant to this bid.
24. **DEFAULT:** In the event of default, which may include, but is not limited to non-performance, poor performance, and/or non-compliance with warranty repairs the awardee(s) shall lose eligibility to transact new business with the Board for a period of fourteen (14) months from date of termination of award by the Board, or pay liquidated damages as described in Instructions To Bidders VI, F.
25. **EMERGENCY RESPONSE:** Where an emergency situation is deemed to exist by the M-DCPS authorized representative, the vendor will be required to respond on a verbal confirmation to proceed, issued by Procurement Management. The response must result in the arrival of a work crew at the affected site within four (4) hours. Failure to respond in a timely manner to an emergency may constitute grounds for termination of this award.
26. **NON-EXCLUSIVITY CONTRACTS:** The Board reserves the right to award other contracts, and/or perform work herein described with its own employees.
27. **DELIVERIES:** Deadlines for the delivery and installation shall be determined by the size and complexity of the job. M-DCPS will assign work completion dates with each purchase order. A vendor's inability to complete work, once the completion date has been mutually agreed upon, may subject vendor to default, for failure to perform as agreed upon.

BID 020-HH09

BUYER O. HOUSER, CPPB

PAGE

SC 6

CARPET AND FLOOR TILE (FURNISH AND INSTALL) - DISTRICTWIDE

SPECIAL CONDITIONS (CONTINUED)

28. **WARRANTY:** All warranties shall be in accordance with the Specifications WARRANTY and Master Specifications SPECIAL WARRANTIES clauses. Failure to provide warranty service as defined, may subject vendor to a responsibility hearing should vendor seek future School Board business.
29. **SUBMITTAL OF PROPOSALS FOR WORK:** Proposals submitted throughout the term of the bid for individual projects must contain the name of school or facility, bid number 020-HH09, quantity, bid line item number, description, price as bid, and proposal number (if applicable). Any deviation from this requirement may result in the rejection of proposal for review and/or acceptance. The originating department will reflect the requested information on the purchase requisition generated for the project.
30. **INVOICING AND PAYMENT:** The payment terms of the District are Net 30 (N/30) days after receipt and acceptance of work performed. Invoices are requested to contain the purchase order/release number, bid number 020-HH09, quantity, bid line item number, description, price as bid, and proposal number (if applicable). (See Specifications, PART 6 INVOICING. All original invoices must be sent to:

SCHOOL BOARD OF MIAMI-DADE COUNTY
 ACCOUNTS PAYABLE
 P.O. BOX 01-2570
 MIAMI, FL 33101
 PAYMENT INQUIRIES: 305-995-1619

Any deviation from this requirement may result in the rejection of your invoice for payment, until properly corrected.

31. **ERASURES OR CORRECTIONS:** When filling out the Bid Proposal Form, bidders are required to use a typewriter or complete bid proposal in ink.
1. Use of pencil is prohibited.
 2. Do not erase or use correction fluid to correct an error.
 3. All changes must be crossed out and initialed in ink.

Those bids for individual items that do not comply with items 1, 2 and 3 above will be considered non-responsive for that item(s).

The School Board of Miami-Dade County, Florida
 Bid No. 020-HH09
 Carpet and Floor Tile (Furnish and Install)
 Districtwide

BID PROPOSAL FORM (FORMAT B)

| |
|---|
| Type or print in this box the complete name of the bidder: |
| Bid No. 020-HH09 |
| Title: Carpet and Floor Tile (Furnish and Install) - Districtwide |
| Buyer: Oretha Houser, CPPB, Buyer |

PLEASE COMPLETE ALL INFORMATION REQUESTED BELOW

| |
|-----------------|
| NAME OF BIDDER: |
| |

| ITEM | DESCRIPTION OF ITEM | ESTIMATED QUANTITY (24 Months) | UNIT | PRICE PER UNIT | MANUFACTURER & MODEL NUMBER |
|------|---|-----------------------------------|-------------|----------------------|-----------------------------|
| | VENDOR SHALL INDICATE MANUFACTURER'S WARRANTY, IF GREATER THAN TWO YEARS _____ | | | | |
| | Provide all necessary supervision, labor, material and equipment to furnish and install carpet and floor tile for the items described below, in accordance with the Special Conditions, Bid Proposal Form (Format B), Specifications, Master Specifications, and Insurance Specifications. | | | | |
| | Items 1 through 66 shall be awarded on a total low bid basis. Bidder <u>must bid all items</u> in order to be considered for an award. | | | | |
| | Group 1 Sheet Carpeting , furnished and installed. To include all routine patching, floor leveling, adhesive, seam sealer, floor preparation and accessories, as specified in the Miami-Dade County Public Schools Master Specification Guidelines 09681. | | | | |
| 1 | Job size less than 250 square yards. Type 6.6 modified polymer fiber. | 6,000 | Square yard | \$ _____ per sq. yd. | |
| 2 | Job size 250 square yards and greater. Type 6.6 modified polymer fiber. | 6,000 | Square yard | \$ _____ per sq. yd. | |
| 3 | Treads and risers covered in carpet, measurements to be calculated in square feet with a minimum of 1 square feet per lineal feet. | 6,000 | Square feet | \$ _____ per sq. ft. | |
| | Group 2 Tile Carpeting , furnished and installed, with Olefin backing. To include all routine patching, floor leveling, adhesive, seam sealer, floor preparation and accessories, as specified in the Miami-Dade County Public Schools Master Specification Guidelines 09680. | | | | |
| 4 | Job size less than 250 square yards. | 6,000 | Square yard | \$ _____ per sq. yd. | |

The School Board of Miami-Dade County, Florida
 Bid No. 020-HH09
 Carpet and Floor Tile (Furnish and Install)
 Districtwide

BID PROPOSAL FORM (FORMAT B)

| |
|---|
| Type or print in this box the complete name of the bidder: |
| Bid No. 020-HH09 |
| Title: Carpet and Floor Tile (Furnish and Install) - Districtwide |
| Buyer: Oretha Houser, CPPB, Buyer |

PLEASE COMPLETE ALL INFORMATION REQUESTED BELOW

| |
|------------------------|
| NAME OF BIDDER: |
| |

| ITEM | DESCRIPTION OF ITEM | ESTIMATED QUANTITY (24 Months) | UNIT | PRICE PER UNIT | MANUFACTURER & MODEL NUMBER |
|------|---|-----------------------------------|-------------|----------------------|-----------------------------|
| 5 | Job size 250 square yards and greater. | 6,000 | Square yard | \$ _____ per sq. yd. | |
| 6 | Treads and risers covered in carpet. Measurements to be calculated in square feet with a minimum of 1 square feet per lineal feet. | 6,000 | Square feet | \$ _____ per sq. ft. | |
| | Group 3 Tile Carpeting , furnished and installed, with Vinyl backing. To include all routine patching, floor leveling, adhesive, seam sealer, floor preparation and accessories, as specified in the Miami-Dade County Public Schools Master Specification Guidelines 09680. | | | | |
| 7 | Job size less than 250 square yards. | 6,000 | Square yard | \$ _____ per sq. yd. | |
| 8 | Job size 250 square yards and greater. | 6,000 | Square yard | \$ _____ per sq. yd. | |
| 9 | Treads and risers covered in carpet. Measurements to be calculated in square feet, with a minimum of 1 square feet per lineal feet. | 6,000 | Square feet | \$ _____ per sq. ft. | |
| | Group 4 Vinyl Composition Tile (VCT) , furnish and installed. To include all patching, floor accessories, adhesive, leveling, and routine floor preparation, as specified in the Miami-Dade County Public Schools Master Specification Guidelines 09652. | | | | |
| 10 | Job size less than 500 square feet. | 20,000 | Square feet | \$ _____ per sq. ft. | |
| 11 | Job size between 500 square feet and 14,999 square feet. | 500,000 | Square feet | \$ _____ per sq. ft. | |
| 12 | Job size 15,000 square feet and greater. | 180,000 | Square feet | \$ _____ per sq. ft. | |

The School Board of Miami-Dade County, Florida
Bid No. 020-HH09
Carpet and Floor Tile (Furnish and Install)
Districtwide

BID PROPOSAL FORM (FORMAT B)

| |
|---|
| Type or print in this box the complete name of the bidder: |
| Bid No. 020-HH09 |
| Title: Carpet and Floor Tile (Furnish and Install) - Districtwide |
| Buyer: Oretha Houser, CPPB, Buyer |

PLEASE COMPLETE ALL INFORMATION REQUESTED BELOW

| |
|------------------------|
| NAME OF BIDDER: |
| |

| ITEM | DESCRIPTION OF ITEM | ESTIMATED QUANTITY (24 Months) | UNIT | PRICE PER UNIT | MANUFACTURER & MODEL NUMBER |
|------|--|-----------------------------------|-------------|----------------------|-----------------------------|
| 13 | Treads and risers covered in carpet. Measurements to be calculated in square feet, with a minimum of 1 square feet per lineal feet. | 6,000 | Square feet | \$ _____ per sq. ft. | |
| 14 | ADA compliant non-slip VCT for ramps, with a slip coefficient of 0.8. <u>Armstrong - Safeguard SafetyZone Excelon or equal</u> Certification of slip coefficient required upon request. | 10,000 | Square feet | \$ _____ per sq. ft. | |
| | Group 5 <u>Sheet Vinyl</u> , General Commercial, furnish and installed. To include all patching, floor accessories, adhesive, leveling, and routine floor preparation, as specified in the Miami-Dade County Public Schools Master Specification Guidelines 09651. | | | | |
| 15 | Job size less than 250 square yards. | 1,200 | Square yard | \$ _____ per sq. yd. | |
| 16 | Job size 250 square yards and greater. | 3,000 | Square yard | \$ _____ per sq. yd. | |
| | Group 6 Provide all labor, material and accessories associated with heat welding seams (in lieu of chemical welding) on Sheet Vinyl, General Commercial, as specified in the Miami-Dade County Public Schools Master Specification Guidelines 09651. | | | | |
| 17 | Heat weld seams. | 6,000 | Linear feet | \$ _____ per ln. ft. | |
| 18 | Provide all material and labor associated with the installation of integral (flash) cove base. | 6,000 | Linear feet | \$ _____ per ln. ft. | |
| 19 | Provide all material and labor associated with the installation of integral (flash) cove base outside corners. | 2,400 | Per corner | \$ _____ per corner | |
| 20 | Provide all material and labor associated with the installation of integral (flash) cove base inside corners. | 2,400 | Per corner | \$ _____ per corner | |

The School Board of Miami-Dade County, Florida
Bid No. 020-HH09
Carpet and Floor Tile (Furnish and Install)
Districtwide

BID PROPOSAL FORM (FORMAT B)

| |
|---|
| Type or print in this box the complete name of the bidder: |
| Bid No. 020-HH09 |
| Title: Carpet and Floor Tile (Furnish and Install) - Districtwide |
| Buyer: Oretha Houser, CPPB, Buyer |

PLEASE COMPLETE ALL INFORMATION REQUESTED BELOW

| |
|------------------------|
| NAME OF BIDDER: |
| |

| ITEM | DESCRIPTION OF ITEM | ESTIMATED QUANTITY (24 Months) | UNIT | PRICE PER UNIT | MANUFACTURER & MODEL NUMBER |
|------|--|-----------------------------------|-------------|----------------------|-----------------------------|
| | Group 7 | | | | |
| | <u>Sheet Vinyl</u> , Acoustical, furnish and installed. To include all patching, floor accessories, adhesive, leveling, and routine floor preparation, as specified in the Miami-Dade County Public Schools Master Specification Guidelines 09651. | | | | |
| 21 | Job size less than 250 square yards. | 1,200 | Square yard | \$ _____ per sq. yd. | |
| 22 | Job size 250 square yards and greater. | 3,000 | Square yard | \$ _____ per sq. yd. | |
| | Group 8 | | | | |
| | Provide all labor, material and accessories associated with heat welding seams (in lieu of chemical welding) on Sheet Vinyl, Acoustical, as specified in the Miami-Dade County Public Schools Master Specification Guidelines 09651. | | | | |
| 23 | Heat welded seams. | 6,000 | Linear feet | \$ _____ per ln. ft. | |
| 24 | Provide all material and labor associated with the installation of integral (flash) cove base. | 6,000 | Linear feet | \$ _____ per ln. ft. | |
| 25 | Provide all material and labor associate with the installation of integral (flash) cove base outside corners. | 2,400 | Per corner | \$ _____ per corner | |
| 26 | Provide all material and labor associated with the installation of integral (flash) cove base inside corners. | 2,400 | Per corner | \$ _____ per corner | |
| | Group 9 | | | | |
| | <u>Rubber Tile</u> , 100% virgin synthetic, wet or dry slip resistant, coefficient 0.50 or greater, base thickness 0.125 inch or greater, low profile raised studs not to exceed 0.025 inch thickness, as specified in the Miami-Dade County Public Schools Master Specification Guidelines 09652. | | | | |
| 27 | Job size less than 500 square feet. | 3,000 | Square feet | \$ _____ per sq. ft. | |

The School Board of Miami-Dade County, Florida
Bid No. 020-HH09
Carpet and Floor Tile (Furnish and Install)
Districtwide

BID PROPOSAL FORM (FORMAT B)

| |
|---|
| Type or print in this box the complete name of the bidder: |
| Bid No. 020-HH09 |
| Title: Carpet and Floor Tile (Furnish and Install) - Districtwide |
| Buyer: Oretha Houser, CPPB, Buyer |

PLEASE COMPLETE ALL INFORMATION REQUESTED BELOW

| |
|------------------------|
| NAME OF BIDDER: |
| |

| ITEM | DESCRIPTION OF ITEM | ESTIMATED QUANTITY (24 Months) | UNIT | PRICE PER UNIT | MANUFACTURER & MODEL NUMBER |
|------|--|-----------------------------------|-------------|----------------------|-----------------------------|
| 28 | Job size 500 square feet and greater. | 6,000 | Square feet | \$ _____ per sq. ft. | |
| 29 | Ply-wood sub-flooring, furnish and install, including all adhesive and attachment material, 4' X 8' sheet, thickness 1/4 inch. | 1,200 | Sheets | \$ _____ per sht. | |
| 30 | Ply-wood sub-flooring, furnish and install, including all patching, floor leveling, adhesive and attachment material, 4' X 8' sheet, thickness 1/2 inch. | 1,200 | Sheets | \$ _____ per sht. | |
| 31 | Ply-wood sub-flooring, furnish and install, including all patching, floor leveling, adhesive and attachment material, 4' X 8' sheet, thickness 3/4 inch. | 1,200 | Sheets | \$ _____ per sht. | |
| 32 | Shoe mold, furnish and install, including attachment material and painting. | 18,000 | Linear feet | \$ _____ per ln. ft. | |
| 33 | Slab repair material, 40 pound bag of underlayment with latex. Shoreline - All Set Latex or equal Vendor to supply labor to install material. | 600 | Bags | \$ _____ per bg. | |
| 34 | Slab repair material, 50 pound drum white latex filler mixed with latex. Dependable - patch or equal. Vendor to supply labor to install material. | 3,000 | Drum | \$ _____ per dm. | |
| 35 | Cove base 4", including patching, leveling, adhesive and labor to install. | 120,000 | Linear feet | \$ _____ per ln. ft. | |
| 36 | Cove base 6", including patching, leveling, adhesive and labor to install. | 6,000 | Linear feet | \$ _____ per ln. ft. | |

The School Board of Miami-Dade County, Florida
Bid No. 020-HH09
Carpet and Floor Tile (Furnish and Install)
Districtwide

BID PROPOSAL FORM (FORMAT B)

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| ITEM | DESCRIPTION OF ITEM | ESTIMATED QUANTITY (24 Months) | UNIT | PRICE PER UNIT | MANUFACTURER & MODEL NUMBER |
|------|---|-----------------------------------|-------------|----------------------|-----------------------------|
| | Group 10 Miscellaneous accessories. Provide all material and labor associated with the installation of accessories at the job site. Prices shall be per lineal foot and include all attachment material and labor to install. Accessories and installation shall be in accordance with the appropriate Miami-Dade County Public Schools Master Specification Guidelines. | | | | |
| 37 | Stair nosing - vinyl. | 6,000 | Linear feet | \$ _____ per ln. ft. | |
| 38 | Stair nosing - metal 1" X 2". | 6,000 | Linear feet | \$ _____ per ln. ft. | |
| 39 | Stair nosing - metal 2" X 2". | 6,000 | Linear feet | \$ _____ per ln. ft. | |
| 40 | Stair nosing - metal A-929-3. | 6,000 | Linear feet | \$ _____ per ln. ft. | |
| 41 | T Mouldings: CPT/CPT. | 3,000 | Linear feet | \$ _____ per ln. ft. | |
| 42 | T Mouldings: CPT/TILE. | 3,000 | Linear feet | \$ _____ per ln. ft. | |
| 43 | Reducers: Carpet. | 1,500 | Linear feet | \$ _____ per ln. ft. | |
| 44 | Reducers: Floor Tile. | 1,500 | Linear feet | \$ _____ per ln. ft. | |
| 45 | Saddle Trim. | 6,000 | Linear feet | \$ _____ per ln. ft. | |

The School Board of Miami-Dade County, Florida
Bid No. 020-HH09
Carpet and Floor Tile (Furnish and Install)
Districtwide

BID PROPOSAL FORM (FORMAT B)

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| NAME OF BIDDER: |
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| ITEM | DESCRIPTION OF ITEM | ESTIMATED QUANTITY (24 Months) | UNIT | PRICE PER UNIT | MANUFACTURER & MODEL NUMBER |
|------|---|-----------------------------------|-------------|----------------------|-----------------------------|
| 46 | Carpet metal. | 6,000 | Linear feet | \$ _____ per ln. ft. | |
| 47 | Stair Treads, heavy duty. | 2,500 | Linear feet | \$ _____ per ln. ft. | |
| 48 | Stair Treads, heavy duty, with a photo luminescent safety strip. | 1000 | Linear feet | \$ _____ per ln. ft. | |
| 49 | Stair Risers. | 6,000 | Linear feet | \$ _____ per ln. ft. | |
| 50 | Feature Strip. | 6,000 | Linear feet | \$ _____ per ln. ft. | |
| 51 | Stair Treads, Wooster Products, Stairmaster Safety Renovation Treads, 9/32" thick, types 500, 511, 500SN, 511SN 182, 181, 540, 570, 630, 660, OR 6100. No Substitute. | 2,500 | Linear feet | \$ _____ per ln. ft. | |
| | Group 11 Provide all material and labor associated with the removal of the base, carpet, resilient flooring and <u>any</u> type of adhesive material. | | | | |
| 52 | Removal of carpet and adhesive. | 120,000 | Square yard | \$ _____ per sq. yd. | |
| 53 | Removal of resilient flooring and adhesive. | 240,000 | Square feet | \$ _____ per sq. ft. | |
| 54 | Removal of vinyl base and adhesive. | 12,000 | Linear feet | \$ _____ per ln. ft. | |

The School Board of Miami-Dade County, Florida
Bid No. 020-HH09
Carpet and Floor Tile (Furnish and Install)
Districtwide

BID PROPOSAL FORM (FORMAT B)

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PLEASE COMPLETE ALL INFORMATION REQUESTED BELOW

| |
|------------------------|
| NAME OF BIDDER: |
| |

| ITEM | DESCRIPTION OF ITEM | ESTIMATED QUANTITY (24 Months) | UNIT | PRICE PER UNIT | MANUFACTURER & MODEL NUMBER |
|------|--|-----------------------------------|--------------|----------------------|-----------------------------|
| 55 | Moving of furniture for classroom/cafeteria area, including all labor and equipment. Travel time shall be included in price. | 420,000 | Square feet | \$ _____ per sq. ft. | |
| 56 | Moving of furniture for office area. Moving of furniture including all labor and equipment. Travel time shall be included in price. | 300,000 | Square feet | \$ _____ per sq. ft. | |
| 57 | Moving of furniture for library area. Moving of furniture including all labor and equipment. Travel time shall be included in price. | 240,000 | Square feet | \$ _____ per sq. ft. | |
| 58 | Use lift system for modular furniture while installing carpet tile. | 10,000 | Square yards | \$ _____ per sq. yd. | |
| 59 | 20 cubic foot storage container. Price shall be per container, per month, and include delivery to and removal from job site. | 12 | Month | \$ _____ per mo. | |
| 60 | Overtime at owner's request (installer only). | 6,000 | Per hour | \$ _____ per hr. | |
| 61 | Overtime at owner's request (supervisor only). | 1,200 | Per hour | \$ _____ per hr. | |
| | Group 12 | | | | |
| | Provide all equipment, labor and material necessary to install M-DCPS material. | | | | |
| 62 | Install M-DCPS supplied carpet. | 770 | Square yards | \$ _____ per sq. yd. | |
| 63 | Install M-DCPS supplied VCT. | 770 | Square feet | \$ _____ per sq. ft. | |

The School Board of Miami-Dade County, Florida
Bid No. 020-HH09
Carpet and Floor Tile (Furnish and Install)
Districtwide

BID PROPOSAL FORM (FORMAT B)

| |
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| Bid No. 020-HH09 |
| Title: Carpet and Floor Tile (Furnish and Install) - Districtwide |
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PLEASE COMPLETE ALL INFORMATION REQUESTED BELOW

| |
|------------------------|
| NAME OF BIDDER: |
| |

| ITEM | DESCRIPTION OF ITEM | ESTIMATED QUANTITY (24 Months) | UNIT | PRICE PER UNIT | MANUFACTURER & MODEL NUMBER |
|------|--|-----------------------------------|--|----------------------|--------------------------------|
| 64 | Install M-DCPS supplied rubber tile. | 770 | Square feet | \$ _____ per sq. ft. | |
| 65 | Breakdown, remove and reassemble modular system furniture. Vendor should bid a percentage (%) mark-up on the cost of the subcontractor cost. | \$30,000.00 | Estimated 24 Month Cost for this Line Item | % _____ mark-up | |
| 66 | Ply-wood sub-flooring, furnish and install, including all adhesive and attachment material, 4' X 8' sheet, thickness 5/8 inch. | 1,200 | Sheets | \$ _____ per sht. | |

**MIAMI-DADE COUNTY PUBLIC SCHOOLS
BID NO. 020-HH09
CARPET AND FLOOR TILE (FURNISH AND INSTALL) - DISTRICTWIDE
SPECIFICATIONS**

PART 1 GENERAL

1.00 SPECIAL CONDITIONS

1.01 SCOPE:

A. Purpose:

The purpose and intent of this bid is to establish a term contract for the supply and installation of carpet and floor tile, as needed, for Miami-Dade County Public Schools (M-DCPS) and other facilities.

B. Related work specified in other sections:

1. Instructions To Bidders.
2. Bid Proposal Form (Format B).
3. Miami-Dade County Public Schools Master Specifications Guidelines
Sections:
 - a. 09651 – Resilient Sheet Flooring
 - b. 09652 – Resilient Tile Flooring
 - c. 09656 – Resilient Floor Covers
 - d. 09680 – Tile Carpeting
 - e. 09681 – Sheet Carpeting

Note: Where conflicting specifications exist between the related documents or any inconsistency in this bid shall be resolved by giving precedence as outlined in Instructions To Bidders I. G. 1. ORDER OF PRECEDENCE. Trade association general standards referred to in the related documents will be interpreted based on the most recent revision.

(Note: These Master Specification Guidelines are attached.)

1.02 REFERENCES

A. Florida Building Code (FBC)

SPECIFICATIONS *(Continued)*

1.03 DEFINITIONS

A. Owner:

Shall mean The School Board of Dade County, Florida, also referred to as Miami-Dade County Public Schools (M-DCPS) or the Board.

B. M-DCPS authorized representative:

Shall mean the individual/firm designated by the Owner to schedule, inspect and accept for payment, the work covered by this contract document.

C. Inspector:

Shall mean an authorized representative of Maintenance Operations.

D. Vendor:

Refers to the person, firm or corporation authorized to do business in the State of Florida, to whom a contract has been awarded directly from the Board for the performance of the work described by these documents.

E. Performance:

Shall mean to furnish all supervision, labor, materials, equipment, transportation and services required for completion of the work.

F. Acceptance:

Shall mean work that has been inspected and approved by M-DCPS as being completed in accordance with contract documents.

G. Punch List:

Is a list of items which have been identified as not acceptable in accordance with the contract documents at time of inspection.

H. Emergency:

Shall mean such situations or circumstances as designated by the M-DCPS authorized representative or designee.

SPECIFICATIONS (*Continued*)

I. Written Notice:

Shall mean a confirmed facsimile transmission, e-mail, or delivery of a certified or registered letter to the vendor's last known business address.

J. Material Safety Data Sheet (MSDS)

Information on chemicals or ingredients.

1.04 JOB CONDITIONS

A. General:

The vendor is responsible for providing all labor, material, supervision, transportation and equipment necessary to perform all work required under this contract and shall do so in a manner that is safe, efficient and environmentally acceptable.

B. Site inspection:

1. Prospective vendors are encouraged to make inspections of typical school sites to familiarize themselves with the unique environment where the work is to take place and to establish work procedures that minimize disruption of the school day. The M-DCPS authorized representative shall be available to answer questions regarding normal work load, average job size and special conditions.
2. Failure or omission of the vendor to receive or examine any instruction or document, or any part of the specifications, or to visit the site and become acquainted with the nature and location of the work, the general and local conditions and all matters which may in any way affect performance shall not relieve the vendor of any obligation to perform as specified herein. Failure to address site conditions, safety considerations or other conditions unique to this school system shall not entitle the awarded vendor to additional compensation after a notice to commence is issued.

SPECIFICATIONS (*Continued*)

C. Emergency response:

Where an emergency situation is deemed to exist by the M-DCPS authorized representative, the vendor will be required to respond on a verbal confirmation to proceed, issued by Procurement. The response must result in the arrival of a work crew at the affected site within four hours. Failure to respond in a timely manner to an emergency may subject vendor to default for failure to perform in accordance with the contract.

D. Emergency proposals throughout the term of the contract:

The vendor shall survey the project location and submit a proposal to the M-DCPS authorized representative within 48 hours after a Request for Proposal is issued by any means. Proposals shall include contract line items and items Not In Contract (NIC), with quantities, descriptions, unit prices and extension totals per item.

E. Standard proposals throughout the term of the contract:

The vendor shall survey the project location and submit a proposal to the M-DCPS authorized representative within seven calendar days after a Request for Proposal is issued by any means. Proposals shall include contract line items and items Not in Contract, with quantities, descriptions, unit prices and extension totals per item.

F. Additional services:

If requested by M-DCPS, the vendor shall be required to perform additional services, including, but not limited to the following:

- Disassemble, remove, replace and reassemble modular, freestanding partitions and furniture, including all labor and equipment.
- Electrician, hired by the awardee, shall perform incidental work to disconnect and re-connect electrical partition panels, including all labor and equipment.
- Additional floor covering not specified.

SPECIFICATIONS (*Continued*)

Subcontracting for Additional Services is allowed, only with prior written approval from the M-DCPS authorized representative. The vendor shall be held fully responsible and liable for the supervision and performance of all work performed by subcontractors. M-DCPS shall not be responsible for resolution of disputes between the vendor and any subcontractor. M-DCPS reserves the right to reject any subcontractor.

G. Termination and Remedy:

1. M-DCPS reserves the right to terminate any work awarded under this contract, or the Board reserves the right to cancel this contract in its entirety, upon the issuances of a 30 day written notice to the vendor.
2. In the event that the vendor fails to perform any of the services in a satisfactory manner, and/or in compliance with the terms and conditions of this contract, M-DCPS shall issue a written notice to the vendor, listing such deficiencies, and establishing a specific time frame for correction. If correction is not effected in an acceptable manner within the allocated time, M-DCPS may, after written notice of default to the vendor, accomplish the work in any manner it chooses, with the cost of such work being deducted from the contract price. Exercise of this provision does not preclude M-DCPS from pursuing any other available remedy or sanction, including termination of the contract.
3. Any fines and/or penalties levied against the owner by any agency or individual of jurisdiction which are a result of the vendor's negligence in adherence to the terms and conditions of this contract, applicable statutes, codes and/or ordinances, shall be borne solely by the vendor.

H. Interference:

The vendor shall perform all work with a minimum amount of disruption to the normal operation of the school or facility.

I. Working Day

The normal working hours for M-DCPS are between 7:00 a.m. to 11:00 p.m., Monday through Friday. As directed by the M-DCPS authorized representative, the vendor shall work during school off-hours, weekends, recess periods, or holidays at no additional cost to the Board, unless specifically provided for in the unit prices and vendors' approved proposal.

SPECIFICATIONS (*Continued*)

J. Construction Activities:

Upon arrival and departure at the job site, the vendor's personnel shall check in and out with the main office. The vendor shall also coordinate construction activities, including materials delivery as well as trash and/or scrap materials removal, with schools' administrative offices in order to minimize disruption of the educational process.

K. Warranty:

All work performed by the vendor shall be warranted for a minimum period of one year after final acceptance. This warranty shall be provided to the Board, in writing, at time of final invoicing. All work, material and hardware shall be free from defects during the entire warranty period. All defective material, improper workmanship, and other substandard conditions documented by M-DCPS within the warranty period shall be corrected by the vendor at no cost to the Board. Unless otherwise specified, warranty repairs shall be considered emergencies, and the vendor shall be required to respond as described in Section 1.04, paragraph (C), Emergency Response.

L. Performance period:

Individual purchase orders issued under this contract will have specific work performance time lines and completion dates. These time frames will be mutually agreeable and will be strictly adhered to. Failure on the part of the vendor to complete projects within the established performance periods may subject vendor to default for failure to perform and termination of its contract with the Board. It is the responsibility of the vendor to ensure that materials needed to complete the project are order and delivered by its supplier in a timely manner. This is a contract between M-DCPS and the awardee, therefore the Board shall not be expected to accept the delay of project materials.

M. Inspection and Punchlist:

1. The M-DCPS authorized representative will monitor the vendor using quality assurance procedures established in the work order. However, M-DCPS reserves the right to use other methods to assure compliance with all terms and conditions of the contract. In no event shall M-DCPS' right to inspect be restricted. The vendor is responsible for requesting all required inspections. Vendor shall give two working days notice prior to any inspection request. If the work is not complete when the inspection occurs, the vendor may be held liable for the cost of the inspection.

SPECIFICATIONS (*Continued*)

2. Progress Inspection:

At any time during the execution of projects performed under this contract, the M-DCPS authorized representative may, without notice to the vendor, inspect the work for quality of materials and/or installation. Deficiencies noted shall be corrected by the vendor within a time certain as established by the M-DCPS authorized representative.

3. Final Inspection:

Upon completion of the work, the vendor shall notify the M-DCPS authorized representative, and a final inspection shall be scheduled. Deficiencies noted shall be documented and remedy shall be effected within 30 days of the inspection, unless additional time is required and granted by the M-DCPS authorized representative.

1.05 VENDOR QUALIFICATIONS AND REQUIREMENTS

- A. At the time of the bid opening, and throughout the term of the contract, the successful bidder must be qualified and properly licensed to perform the scope of the work described herein. Bidders must possess a valid Local Business Tax Receipt, and a Certificate of Competency issued by Miami-Dade County if applicable for this trade.
- B. Prior to award of this contract, the vendor shall provide a minimum of three letters of reference of similar work performed within the South Florida area within the last three years.
- C. The vendor is required, and shall have the capability, to simultaneously perform all work described herein at multiple locations throughout Miami-Dade County on a timely basis.
- D. It is the responsibility of the vendor to comply with all codes and regulations having jurisdiction for work to be performed under this contract.
- E. Vendor shall assure that no use of any controlled substance including alcohol shall occur on M-DCPS premises as outlined in Board Rule 6GX13 ~~-4-1.05~~. Violation of aforementioned Board Rule may subject the vendor to default and termination of the contract. Nothing will preclude the Board from seeking criminal prosecution for violation of this policy where the Board deems appropriate.

SPECIFICATIONS (*Continued*)

- F. Vendor shall insure that all of its personnel engaged in activities encompassed by this term bid are properly qualified, trained and licensed to perform the work assigned. Vendor may be requested at any time to provide evidence of its employees' qualifications.
- G. All personnel employed by the vendor, including any subcontractor and subcontractor's employees when applicable, shall display at all times an identification badge which shall include the employee's name, the employer's name and either a physical description or a photograph of the employee. Employees without proper identification shall not be permitted to work on M-DCPS property.
- H. The vendor's employees, subcontractors and its employees, and any other personnel, including material suppliers engaged in any activities encompassed by this term bid are strictly forbidden from participating in any manner and form of interaction with students of Miami-Dade County Public Schools. Violation of this provision may result in removal of the individual(s) involved from the school site, the project, and further, the vendor may be prohibited from employing the individual in any future work with M-DCPS performed under this term bid.

1.06 DELAYS AND EXTENSIONS OF TIME:

- A. Completion within the established time frame for each individual project is required. If the vendor is unable to adhere to the established schedule, a Request for Time Extension (RTE) shall be submitted to the M-DCPS authorized representative, stating the reasons for the request and the amount of time the project is being requested to be extended. The M-DCPS authorized representative will evaluate the request to determine if the reasons for the request are due to circumstances beyond the vendor's control, and, if such is the determination, will also decide, and adjust if necessary, the length of the time extension to be granted. Approval of extensions will not be automatic.
- B. Should any project fall behind schedule as established in the individual project purchase order, or pursuant to Section 1.04, (L), Inspection and Punchlist, the M-DCPS authorized representative may direct the vendor to accelerate the remaining work in order to bring the project into compliance with the schedule.
- C. If the vendor is unable to bring the project into compliance with the approved schedule, then M-DCPS may implement the provisions of Section 1.04 (G), Termination and Remedy of this contract.

SPECIFICATIONS (*Continued*)

- D. Nothing contained in the subparagraph shall be construed as limiting the right of the Board to proceed under any other paragraph in the contract or work order, should the vendor fail to complete the work on time.

1.07 PERMITS, LICENSES, AND FEES

- A. This work will be accomplished under the auspices of the Annual Maintenance Permit issued to each facility. The vendor shall not be responsible for the cost of obtaining this Permit.
- B. The vendor shall obtain and be responsible for the costs for any licenses, inspections and disposal fees required for this contract and shall comply with all laws, ordinances, regulations and code requirements applicable to the work contained herein. Damages, penalties and/or fines imposed on M-DCPS or the vendor for failure to obtain required licenses, payment of fees or for the vendor's negligent pursuit of this contract shall be borne by the vendor.

PART 2 PRODUCTS

2.00 APPROVED PRODUCTS AND MATERIALS

- A. Manufacturers and products which have been pre-approved are identified in the applicable sections of the Master Specification Guidelines.
- B. Additional manufacturers and products may be pre-approved during the term of this contract. Conversely, manufacturers may lose pre-approved status. Affected products and materials shall be incorporated or excluded as appropriate.
- C. Vendors offering equivalent products to those listed in the Master Specification Guidelines must submit samples, specifications and certifications to the M-DCPS authorized representative. Such materials and products shall not be used without prior written approval.

2.01 SUBMITTALS

- A. At the request of the M-DCPS authorized representative, the vendor shall submit manufacturer's specifications, recommendations, and installation instructions for specified products and materials. Include the following:

SPECIFICATIONS (*Continued*)

1. Manufacturer's published data, or letter of certification, or certified testing laboratory report, indicating each material complies with specified requirements and is intended for application shown.
2. Manufacturer's standard color chart.

PART 3 EXECUTION

- A. The owner will remove computers, telephones, copy machines and other movable electronic equipment. The vendor shall be responsible for moving all other movable furnishings, partitions, small objects, books, etc. and any other movable objects which are not moved by M-DCPS. After installation of all flooring materials, the vendor shall return all the furnishings and equipment to their original location.
- B. If required by the individual job scope of work, the vendor shall provide a secure storage area at each job site to store the owner's furniture, equipment, etc.
- C. Vendor shall comply with the specifications contained herein, the conditions stated on individual purchase orders and all applicable requirements of the Miami-Dade County Public Schools Master Specification Guidelines as identified in Paragraph 1.01, (B) of these specifications.

PART 4 NON-EXCLUSIVITY

- A. M-DCPS reserves the right to perform, or cause to be performed, the work and services herein described in any manner it sees fit, including, but not limited to, award of other contracts, or to perform the work with its own employees.

PART 5 PROTECTION AND CLEANUP

- A. The vendor shall take all necessary steps to provide a safe work environment for the occupants of the school and the general public in and around the work area and while the work is being performed. The vendor shall conform to all applicable OSHA, state and local regulations while performing work under this contract.

SPECIFICATIONS (*Continued*)

- B. During the execution of projects, the vendor shall take all necessary, ordinary and extraordinary precautions to insure that M-DCPS property is protected from damage, defacement and soiling resulting from the vendor's activities, including but not limited to installation of a dust/dirt barrier (Visqueen, or equivalent) to separate the work area from non-work areas. Any such damage shall be corrected by the vendor at the vendor's sole expense. Prior to payment of the final invoice, all corrections shall be inspected and accepted by the M-DCPS authorized representative.
- C. It is the responsibility of the vendor to keep the site free from trash, debris, excess materials, tools and hazardous conditions at all times. The vendor shall be responsible for disposal of all waste material, and shall do so in conformance with applicable laws codes and ordinances.
- D. Vendor, its employees and/or assigns shall not use M-DCPS restroom, cafeteria, lounge, dumpsters, equipment, etc. without expressed written permission prior to commencement of project from the M-DCPS authorized representative.
- E. Vendor's materials, equipment and tools which are not in use shall be stored in a secured location supplied by the vendor.
- F. M-DCPS is not responsible for loss of tools, equipment or supplies.
- G. Site shall be left in a "broom clean" condition upon completion of work.
- H. Vendor shall not block exits, hallways, corridors, driveways delivery areas, nor impede ingress or egress.

PART 6 INVOICING

- A. The invoice document shall contain, as a minimum, the following information:
 - 1. M-DCPS's Purchase Order Number (P.O.# and Release #, when appropriate).
 - 2. Unit line items of work performed with quantities, descriptions, unit prices and extension totals per line item.
 - 3. Items of work performed which are Not In Contract (NIC), showing quantities, descriptions, unit prices and extension totals per item.
 - 4. Start and completion time and date(s) of work performed.

SPECIFICATIONS *(Continued)*

5. Work location where services were provided.
 6. Final release of lien, and/or consent of surety, from any subcontractor or supplier, if applicable.
 7. Final release of claim from the vendor.
 8. Written one year warranty pursuant to Section 1.04, J, Warranty.
- B. Payment will only be made for actual installed materials and work performed which has been inspected and found to be in accordance with the terms and conditions of the contract. Work found to be deficient will be corrected by the vendor at the vendor's expense prior to any payment being made. The vendor will not be compensated for waste and/or surplus materials.
- C All original invoices must be sent to Accounts Payable, in accordance with Special Condition 30. INVOICING AND PAYMENT. However, upon request, a "copy" can be submitted to the appropriate M-DCPS authorized representative, as identified on the purchase order.

**THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
(MASTER SPECIFICATIONS GUIDELINES)**

09651 RESILIENT SHEET FLOORING

SPECIFIER: Do not use resilient sheet flooring in food service areas or where oils, grease or high heat can cause slipping or deteriorate the surface.

No RSF has been found that has a sufficiently high static coefficient of friction to recommend its use on any inclined surface. (Few producers publish SCoF figures.)

At present, only PVC is used to make RSF. For environmental reasons the designer may want to consider ceramic tile, linoleum, sheet carpet, and olefin-backed carpet tile. For the same reasons – and for slip resistance and resistance to food acids – A/Es may want to consider quarry tile and epoxy-quartz flooring. CSI 2004 MasterFormat number: 09 65 19.

An optional keynote to the Drawings follows major product titles, for A/Es using National CAD Standard.

PART 1 GENERAL

1.1 RELATED REQUIREMENTS

- A. Coordinate resilient sheet flooring with work before and after. See especially:
 - 1. Finish on concrete floors 03300
 - 2. Plumbing floor cover plates with recess for flooring 15431
 - 3. Electrical and telephone floor cover plates with recess for flooring 16132

- B. Definition of “homogeneous sheet” and “through-pattern sheet”: Flooring sheets that are homogenous their full depth so that a reasonably uniform pattern is visible at each depth to which the sheet is abraded.

1.2 REFERENCES

- A. American Society for Testing and Materials (ASTM). Test methods and standards for:
 - 1. D2047-04 Static Coefficient of Friction of Polish-Coated Flooring Surfaces, as Measured by the James Machine
 - 2. E84-05 Surface Burning Characteristics of Building Materials.
 - 3. E648-04 Radiant Flux of Floor-Coverings - Radiant Heat Energy Source.
 - 4. F510-04 Resistance to Abrasion of Resilient Floor Coverings Using Abrader.
 - 5. F710-04 Preparing Concrete Floors to Receive Resilient Flooring.
 - 6. F970-06 Static Load Limit.
 - 7. F1303-04 Sheet Vinyl Floor Covering with Backing.
 - 8. F1861-02 Resilient Wall Base.
 - 9. F1869-98 Measuring Moisture Vapor Emission Rate of Concrete Using Anhydrous Calcium Chloride, Method F.

1.3 PERFORMANCE REQUIREMENTS

- A. Slip Resistant. Following ADA requirements, resilient sheet flooring shall have these minimum static coefficients of friction (SCoF) values following ASTM D2047 (James machine, using dry leather) for use in spaces within the facility:

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1. Ramps or floors with a slope of 1 in 20 or steeper (ADA: "inclined floors", "such as ramps"):
Do not use resilient sheet flooring.
 2. Spaces that are means of egress (ADA: "accessible routes", "such as interior corridors") but not ramped:
SCoF = 0.60 or greater
 3. Spaces that are neither ramps nor means of egress (ADA: "leveled floors", "such as cafeterias"):
SCoF = 0.50 or greater.
- B. Abrasion Resistant. The weight loss of each tile shall average no more than 0.60 g when 10 tiles are abraded with aluminum oxide grit and a S-39 leather wheel for 2000 cycles following ASTM F510.
- C. Through-Pattern. The colors and pattern appearing on the tile surface shall extend through the entire thickness of the tile in a reasonably uniform manner, as tested by abrading to

1.4 SUBMITTALS

.Follow 01330

- A. Text of Special Warranties (early). Submit for review and approval of A/E and Board. Obtain approval before making the following submittals.
- B. Product Data. Describe properties of each tile and base, including specified tests, including SCoF and resistance to abrasion tests performed by MDCPS Testing Lab, that have been passed. Describe tile and base adhesives, and transition strips.
- C. Samples. Each tile type in each color selected by A/E.
- D. Maintenance Manuals and Signed Warranties (at closeout); 2 copies: State routine care procedures and instructions for removing stains and scratches.

1.5 SPECIAL WARRANTIES

- A. By Producer: In addition to the Materials and Equipment and the Correction of Work requirements of the General Conditions, provide a written and signed special warranty from the resilient sheet flooring producer (or Subcontractor), endorsed by Contractor, as follows:
 1. Scope: Resilient sheet flooring.
 2. Duration after date of Substantial Completion of the Work: 2 years.
 3. Agreeing to replace tile having these manufacturing defects: Flooring that changes color, chalks, shrinks, crumbles, or exhibits brittleness or excessive indentation.
 4. Exclusions: Damage from abuse or lack of proper maintenance.
- B. By Installer: In addition to the Correction of Work requirements of the General Conditions, provide a written and signed special warranty from the resilient sheet flooring and base installer (or Subcontractor), endorsed by Contractor, as follows:
 1. Scope: Resilient sheet flooring and base.
 2. Duration after date of Substantial Completion of the Work: 2 years.

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3. Agreeing to replace work having these defects, using new material: Loss of adhesion of flooring to concrete, or of base to floor and wall surfaces; or any opening of sheet flooring joints beyond initial tight fit.
4. Exclusions: Manufacturing defects in flooring; cracks imparted by substrate movement; loss of adhesion from excessive substrate moisture.

PART 2 PRODUCTS

Follow 01600

2.1 RESILIENT SHEET FLOORING

[09651.rsf]

- A. Description. Vinyl or other suitable polymeric resins, with fillers and pigments, formed into homogeneous sheet in a marbled or speckled pattern.
 1. Size: 6.0 to 6.5 ft wide x at least 70 ft long.
 2. Thickness: 0.080 in. overall, with at least 0.020 in. polymeric resin wear layer.
 3. Static Load Limit: At least 500 lb/in²; ASTM F970.
 4. Static Coefficient of Friction (SCoF):
 - a. For use in spaces that are means of egress, such as corridors, but not ramps: At least 0.60.
 - b. For use in spaces that are not means of egress: At least 0.50.
 5. Radiant panel fire test: Critical radiant flux of at least 0.45 W/cm²; ASTM E648.
 6. Smoke density test: Optical density <450 in flaming mode; ASTM E662.
- B. Standard: ASTM F1303, Type I, Grade 1, Class A or B.
- C. Product / Producer, SCoF = 0.60 or greater for use in spaces that are means of egress, except ramps. May also be used in other spaces that are fully horizontal.
 1. Safeguard 31101, 31404, 31402, or 33608, by Armstrong. (6.5 ft wide)
 2. Assurance II, by Mannington. (6.0 ft wide)
 3. Equal product in quality and performance as reviewed by A/E and approved by A/E and Board.
- D. Product / Producer, SCoF = 0.50 or greater for use in other spaces that are not ramps of means of egress.
 1. Safeguard 31101, 31404, 31402, or 33608, by Armstrong. (6.5 ft wide)
 2. Melodia, by Johnsonite / Tarkett. (6.0 ft wide)
 3. Lifelines II, Relay, or Assurance II, by Mannington. (6.0 ft wide)
 4. Eclipse, by Marley / Tarkett. (2.0 m wide)
 5. Equal product in quality and performance as reviewed by A/E and approved by A/E and Board.

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SPECIFIER: Slip-resistant RSF is like standard RSF but with abrasive granules embedded in the wear surface. This more expensive variety should never be specified unless there is extreme danger of slipping. The granules can actually cause problems underfoot if they cause people to trip.

2.2 SLIP-RESISTANT RESILIENT SHEET WORKSPACE FLOORING [09651.rsf-sr]

- A. Description. Vinyl or other suitable polymeric resins, with fillers and pigments, formed into homogeneous sheet in a marbled or speckled pattern, textured or having embedded fine granules to make the surface slip-resistant
 - 1. Size: 6.0 to 6.5 ft wide x at least 70 ft long.
 - 2. Thickness: 0.080 in. overall, with at least 0.020 in. polymeric resin wear layer.
 - 3. Static Load Limit: At least 500 lb/in²; ASTM F970.
 - 4. Static Coefficient of Friction (SCoF): At least 0.60.
 - 5. Radiant panel fire test: Critical radiant flux of at least 0.45 W/cm²; ASTM E648.
 - 6. Smoke density test: Optical density <450 in flaming mode; ASTM E662.

- B. Standard: ASTM F1303, Type I, Grade 1, Class A or B.

- C. Product / Producer.
 - 1. Safeguard Design 31101, by Armstrong. (6.5 ft wide)
 - 2. Assurance II, by Mannington. (6.0 ft wide)
 - 3. Equal product in quality and performance as reviewed by A/E and approved by A/E and Board.

SPECIFIER: Sound-attenuating RSF has almost never been used in MDCPS schools, but is included here for a condition in which impact noise (as from heel traffic) from a room above a quiet area would be highly disturbing.

2.3 SOUND-ATTENUATING RESILIENT SHEET FLOORING [09651.rsf-sa]

- A. Description. Vinyl or other suitable polymeric resins, with fillers and pigments, formed into homogeneous sheet in a marbled or speckled pattern, with foamed plastic backing, for use only on elevated slabs (not on grade) that are not means of egress.
 - 1. Size: 6.0 to 6.5 ft wide x at least 70 ft long.
 - 2. Thickness: 0.100 in. overall, with at least 0.020 in. polymeric resin wear layer, reinforcing layer, and foam backing.
 - 3. Static Load Limit: At least 500 lb/in²; ASTM F970.
 - 4. Static Coefficient of Friction (SCoF): At least 0.50.
 - 5. Radiant panel fire test: Critical radiant flux of at least 0.45 W/cm²; ASTM E648.
 - 6. Smoke density test: Optical density <450 in flaming mode; ASTM E662.

- B. Standard: ASTM F1303, Type I, Grade 1, Class C.

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- C. Product / Producer, SCoF = 0.50 or greater, for use in spaces that are not ramps or means of egress.
 - 1. Granit Acoustifloor, by Johnsonite / Tarkett.
 - 2. Equal product in quality and performance as reviewed by A/E and approved by A/E and Board.

2.4 RESILIENT BASE

[09652.rb]

- A. Description. Rubber (not vinyl). Provide in long rolls and cut as needed.
 - 1. Height: 4 in. unless 6 in. is shown on the Drawings.
 - 2. Profile: Cove bottom, unless a plain bottom is specifically shown on Drawings.
 - 3. Outside and inside corners: Permanently form corners with no joint within 4 in. of corner. Do not use premolded corner pieces.
 - 4. Color: As selected for each resilient sheet flooring color by A/E from the base producer's full palette of colors.
 - 5. Base adhesive: Waterproof, non-toxic, low-VOC, light colored, formulated for maximum adhesion of rubber base.
- B. Standard: ASTM F1861, Type TS, Group 1, Style B except where Style A is noted.
- C. Product / Producer. Burke Mercer, Flexco, Johnsonite, R.C.A., or Roppe.

2.5 ACCESSORIES

- A. Leveling Compound: Polymer-fortified cement-based compound with pH <9.0.
- B. Resilient Sheet Flooring Adhesive: Waterproof, antimicrobial, non-toxic, low-VOC, as will permit repair or removal of flooring without destroying sheets, of brand as recommended by flooring producer.
- C. Rubber Transition and Edge Strips: Not vinyl, gently tapered profile, at least 2 in. wide, matching tile thickness, as produced by Roppe.

PART 3 EXECUTION

3.1 EXAMINATION AND PREPARATION

- A. Verify that field conditions are acceptable and
 - 1. That concrete has been repaired to show no low spots and that it is ready to receive resilient sheet flooring work.
 - 2. That concrete floors are dry to maximum moisture content as recommended by tile producer, and that they exhibit no carbonization or dusting.
- B. Clean substrate. Fill minor low spots and other defects with leveling compound.

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3.2 INSTALLATION

- A. Install resilient sheet flooring and base following producer's current published recommendations and instructions, except as more stringently specified herein.

- B. Installing resilient sheet flooring.
 - 1. Install resilient sheet flooring with joints welded tight. Scribe flooring to produce tight joints at penetrating items, then seal. Press sheets down for full adhesion.
 - 2. Where floor finishes are different on opposite sides of door, terminate flooring under centerline of door.
 - 3. Install edge strips where flooring terminates and at unprotected or exposed edges. Secure resilient strips with adhesive.

- C. Installing resilient base.
 - 1. Adhere base tight to wall and floor surfaces.
 - 2. Fit joints tightly and make vertical. Miter internal corners. At external corners, V-cut back of base strip to 2/3 of its thickness and fold.

- D. Cleaning and Protection. Remove excess adhesive from surfaces of flooring and base without damage. Cover floor to protect from damage. ///

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09652 RESILIENT TILE FLOORING

SPECIFIER: Specific resilient tile products specified in this section are tile that have been tested by the MDCPS Materials Testing and Evaluation Laboratory to verify producer's claims of abrasion resistance, homogeneous dispersion of marbling, and static coefficient of friction (SCoF). Specify only approved products that have been tested and listed by MDCPS.

Because only one product has tested to the SCoF required for ramps, the designer should consider using epoxy-quartz flooring for such a sensitive area.

CSI 2004 MasterFormat number: 09 65 19.

An optional keynote to the Drawings follows major product titles, for A/Es using National CAD Standard.

PART 1 GENERAL

1.1 RELATED REQUIREMENTS

- A. Coordinate resilient tile flooring with work before and after. See especially:
 - 1. Finish on concrete floors 03300
 - 2. Plumbing floor cover plates with recess for carpet 15431
 - 3. Electrical and telephone floor cover plates with recess for carpet 16132

- B. Definition of "homogeneous tile" and "through-pattern tile": Tile that is homogenous the full depth of the tile so that a reasonably uniform pattern is visible at each depth to which the tile is abraded.

1.2 REFERENCES

- A. American Society for Testing and Materials (ASTM). Test methods and standards for:
 - 1. D2047-04 Static Coefficient of Friction of Polish-Coated Flooring Surfaces, as Measured by the James Machine
 - 2. E84-05 Surface Burning Characteristics of Building Materials.
 - 3. E648-04 Radiant Flux of Floor-Coverings - Radiant Heat Energy Source (includes CPSC FF-01).
 - 4. E662-03 Specific Optical Density of Smoke Generated by Solid Materials.
 - 5. F510-04 Resistance to Abrasion of Resilient Floor Coverings Using Abrader.
 - 6. F710-04 Preparing Concrete Floors to Receive Resilient Flooring.
 - 7. F1066-04 Vinyl Composition Floor Tile.
 - 8. F1861-02 Resilient Wall Base.
 - 9. F1914-05 Short Term and Residual Indentation of Resilient Floor Covering.
 - 10. F1869-98 Measuring Moisture Vapor Emission Rate of Concrete Using Anhydrous Calcium Chloride, Method F.

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1.3 PERFORMANCE REQUIREMENTS

- A. Slip Resistant. Following ADA requirements, resilient tile shall have these minimum static coefficients of friction (SCoF) values following ASTM D2047 (James machine, using dry leather) for the three types of spaces within the facility:
 - 1. Ramps or floors with a slope of 1 in 20 or steeper (ADA: “inclined floors”, “such as ramps”): SCoF = 0.80 or greater.
 - 2. Spaces that are means of egress (ADA: “accessible routes”, “such as interior corridors”) but not ramped: SCoF = 0.60 or greater
 - 3. Spaces that are neither ramps nor means of egress (ADA: “leveled floors”, “such as cafeterias”): SCoF = 0.50 or greater.
- B. Abrasion Resistant. The weight loss of each tile shall average no more than 0.60 g when 10 tiles are abraded with aluminum oxide grit and a S-39 leather wheel for 2000 cycles following ASTM F510.
- C. Through-Pattern. The colors and pattern appearing on the tile surface shall extend through the entire thickness of the tile in a reasonably uniform manner, as tested by abrading to

1.4 SUBMITTALS

.Follow 01330

- A. Early Submittal: Submit text of Special Warranties for review and approval of A/E and Board. Obtain approval of text before making the following submittals.
- B. Product Data. Describe properties of each tile and base, including specified tests, including SCoF and resistance to abrasion tests performed by MDCPS Testing Lab, that have been passed. Describe tile and base adhesives, and transition strips.
- C. Samples. Each tile type in each color selected by A/E.
- D. Maintenance Manuals and Signed Warranties (at closeout); 2 copies: State routine care procedures and instructions for removing stains and scratches.

1.5 SPECIAL WARRANTIES

- A. By Producer: In addition to the Materials and Equipment and the Correction of Work requirements of the General Conditions, provide a written and signed special warranty from the resilient tile producer (or Subcontractor), endorsed by Contractor, as follows:
 - 1. Scope: Resilient tile.
 - 2. Duration after date of Substantial Completion of the Work: 2 years.
 - 3. Agreeing to replace tile having these manufacturing defects: Tile that change color, chalk, shrink, crumble, or exhibit brittleness or excessive indentation.
 - 4. Exclusions: Damage from abuse or lack of proper maintenance.

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- B. By Installer: In addition to the Correction of Work requirements of the General Conditions, provide a written and signed special warranty from the resilient tile and base installer (or Subcontractor), endorsed by Contractor, as follows:
1. Scope: Resilient tile and base.
 2. Duration after date of Substantial Completion of the Work: 2 years.
 3. Agreeing to replace work having these defects, using new material: Loss of adhesion of flooring to concrete, or of base to floor and wall surfaces; adhesive squeeze-up; any opening of tile joints beyond initial tight fit.
 4. Exclusions: Loss of sheen at wear surfaces; manufacturing defects in tile; cracks imparted by substrate cracking or movement; loss of adhesion demonstrably caused by excessive substrate moisture.

PART 2 PRODUCTS

Follow 01600

SPECIFIER: Do not use the term Vinyl Composition Tile or VCT. The industry is moving away from the use of vinyl here. CSI MasterFormat uses Resilient Tile or Resilient Tile Flooring (RT or RTF).

2.1 RESILIENT TILE (RT)

[09652.rt]

- A. Description. Vinyl or other suitable polymeric resins, with fillers and pigments, formed into homogeneous tile in a marbled or speckled pattern.
1. Size: 12 x 12 in. x 1/8 in.
 2. Indentation Limit: 0.0006 – 0.0015 in. at 77° for 1 minute; ASTM F1914.
 3. Radiant panel fire test: Critical radiant flux of at least 0.45 W/cm²; ASTM E648.
 4. Smoke density test: Optical density <450 in flaming mode; ASTM E662.
 5. Dimensional stability: Either of the following:
 - a. <0.1% change; DIN 54318 (Aachen method).
 - b. <0.2% change; ASTM F2199.
- B. Standard: ASTM F1066, Class 2 Through Pattern tile.
- C. Product / Producer, SCoF = 0.80 or greater, for use on ramps or floors with a slope of 1 in 20 or steeper. May also be used for means of egress and in other spaces
1. Assurance II, by Mannington
 2. Equal product in quality and performance as tested for SCoF, abrasive wear and through-pattern by MDCPS, reviewed by A/E and approved by A/E and Board.
- D. Product / Producer, SCoF = 0.60 or greater for use in spaces that are means of egress. May also be used in other spaces.
1. Excelon Imperial 51858, 51904, 51908, 51911, by Armstrong.
 2. Resilient MST and STU; by Marley.
 3. Equal product in quality and performance as tested for SCoF, abrasive wear and through-pattern by MDCPS, reviewed by A/E and approved by A/E and Board.

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- E. Product / Producer, SCoF = 0.50 or greater for use in other spaces that are not ramps of means of egress.
 - 1. Color Plus AVP-50, by American Biltrite / Amtico.
 - 2. Excelon Imperial 51919, 51928, 51908, 51938, by Armstrong.
 - 3. Essential; by Mannington.
 - 4. Resilient BE, by Marley.
 - 5. Flint Stone Granada SG-20, by Tarkett / Azrock.
 - 6. Equal product in quality and performance as tested for SCoF, abrasive wear and through-pattern by MDCPS, reviewed by A/E and approved by A/E and Board.

2.2 RESILIENT BASE

[09652.rb]

- A. Description. Rubber (not vinyl),. Provide in long rolls and cut as needed.
 - 1. Height: 4 in. unless 6 in. is shown on the Drawings.
 - 2. Profile: Cove bottom, unless a plain bottom is specifically shown on Drawings.
 - 3. Outside and inside corners: Permanently form corners with no joint within 4 in. of corner. Do not use premolded corner pieces.
 - 4. Color: As selected for each resilient tile color by A/E from the base producer's full palette of colors.
 - 5. Base adhesive: Waterproof, non-toxic, low-VOC, light colored, formulated for maximum adhesion of rubber base.
- B. Standard: ASTM F1861, Type TS, Group 1, Style B except where Style A is noted.
- C. Product / Producer. Burke Mercer, Flexco, Johnsonite, R.C.A., or Roppe.

2.3 ACCESSORIES

- A. Leveling Compound: Polymer-fortified cementitious compound with pH <9.0.
- B. Tile Adhesive: Waterproof, antimicrobial, non-toxic, low-VOC, as recommended by tile producer.
- C. Rubber Transition and Edge Strips: Not vinyl, gently tapered profile, at least 2 in. wide, matching tile thickness, as produced by Roppe.

PART 3 EXECUTION

3.1 EXAMINATION AND PREPARATION

- A. Verify that field conditions are acceptable and
 - 1. That concrete has been repaired to show no low spots and that it is ready to receive resilient tile work.
 - 2. That concrete floors are dry to maximum moisture content as recommended by tile producer, and that they exhibit no carbonization or dusting.
- B. Clean substrate. Fill minor low spots and other defects with leveling compound.

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3.2 INSTALLATION

- A. Install resilient tile and base following producer's current published recommendations and instructions, except as more stringently specified herein.

- B. Installing resilient tile.
 - 1. Install tile flooring with joints and seams parallel to building lines. Lay out so that there is no less than a half tile width at sides of room. Scribe flooring to produce tight joints at items penetrating flooring.
 - 2. Where floor finishes are different on opposite sides of door, terminate flooring under centerline of door.
 - 3. Install edge strips where flooring terminates and at unprotected or exposed edges. Secure resilient strips with adhesive.
 - 4. Press tile flooring to attain full adhesion.

- C. Installing resilient base.
 - 1. Adhere base tight to wall and floor surfaces.
 - 2. Fit joints tightly and make vertical. Miter internal corners. At external corners, V-cut back of base strip to 2/3 of its thickness and fold.

- D. Cleaning and Protection. Remove excess adhesive from surfaces of tile and base without damage. Cover floor to protect from damage. ///

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09656 RESILIENT FLOOR COVERS

SPECIFIER: Resilient floor cover products specified in this section are, most often, temporary cover over other floor finishes such as concrete or wood. They generally may be adhered or loose-laid as needed for the use to which the space is being put.

CSI 2004 MasterFormat number: 09 65 60.

An optional keynote to the Drawings follows major product titles, for A/Es using National CAD Standard.

PART 1 GENERAL

1.1 REFERENCES

- A. American Society for Testing and Materials (ASTM). Test methods and standards for:
 - 1. D2047-04 Static Coefficient of Friction of Polish-Coated Flooring Surfaces, as Measured by the James Machine
 - 2. E648-04 Radiant Flux of Floor-Coverings - Radiant Heat Energy Source (includes CPSC FF-01)..
 - 3. E662-03 Specific Optical Density of Smoke Generated by Solid Materials.
 - 4. F1861-02 Resilient Wall Base.

1.2 PERFORMANCE REQUIREMENTS

- A. ADA Slip Resistance. Minimum static coefficient of friction (SCoF) value, as tested by the James machine using dry leather: 0.50 or greater; ASTM D2407.

1.3 SUBMITTALS

.Follow 01330

- A. Product Data. Describe properties of each type of cover, including specified tests that have been passed. Describe tapes and adhesives, and how edges will be terminated.
- B. Samples. Approximately 12 in². of each cover type in each color selected by A/E.
- C. Closeout Submittals. For each product, submit 2 copies of maintenance manuals (routine care procedures with instructions for removing stains and scratches).and signed special warranty:

1.4 SPECIAL WARRANTY

- A. By Producer: In addition to the Materials and Equipment and the Correction of Work requirements of the General Conditions, provide a written and signed special warranty from each floor cover producer (or Subcontractor), endorsed by Contractor, as follows:
 - 1. Scope: Each type of resilient floor cover.
 - 2. Duration after date of Substantial Completion of the Work: 2 years.
 - 3. Agreeing to replace products having these manufacturing defects: Covers that change color, chalk, shrink, or that exhibit brittleness or excessive indentation.
 - 4. Exclusions: Damage from abuse or lack of proper maintenance.

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PART 2 PRODUCTS

Follow 01600

SPECIFIER: Interlocking rubber floor cover is often used in weight rooms, exercise rooms, and wrestling rooms – and never at exterior locations. Because a room is given only one name, any one of these spaces may find itself serving two of these purposes. Also, sometimes a room called “multi-purpose” is used for one or more of these purposes. Consult the Education Specification for each project.

2.1 INTERLOCKING RUBBER FLOOR COVER (IRFC) [09656.irfc]

- A. Description. Resilient rubber having a cut-resistant top surface, for interior use only, with interlocking tabs on 2 sides and recesses on 2 sides of each field tile.
 - 1. Field tile size: 24 x 24 in. x 9/16 in. thick.
 - 2. Edge tile: 24 in. x 6 in. wide border and 6 x 6 in. corner pieces to form a smooth, interlocked edge at the perimeter.
 - a. Where all or a portion of the border provides access to the IRFC, provide a beveled edge to reduce tripping hazard and damage to the border.
 - b. Provide a straight cut edge against walls or curbs.
 - 3. Available colors: At least 7 colors: from tan through cool colors to black. Color shall be homogeneous throughout the full thickness and area of each tile.
 - 4. Static coefficient of friction (SCoF): No less than 0.90, wet or dry; ASTM D2407.
 - 5. Radiant panel fire test: Critical radiant flux of 0.62 W/cm²; ASTM E648.
 - 6. Smoke density test: Optical density <450 in flaming mode; ASTM E662.

- B. Product / Producer.
 - 1. Hid-N-Lock, by Diamond Safety / Pawling. www.diamond-safety.com
 - 2. Equal product in quality and performance as reviewed and approved by A/E and Board.

SPECIFIER: Soft dance floor covers are used almost exclusively over wood floors. They can however be used over concrete. Specify in PART 3 whether the dance floor cover is to be put in place without adhesive (customary) or adhered.

2.2 DANCE FLOOR COVER, SOFT [09656.dfc-s]

- A. Performance.
 - 1. Safety: Cover shall be slip resistant and resilient under dance movement.
 - 2. Health: Top layer shall contain a bactericide that is effective after 5 years of use.
 - 3. Multiple applications: Suitable for either loose-lay using gaffer tape over sprung hardwood or concrete floors, or for installation with liftable adhesive over concrete.

- B. Description. Vinyl top layer, non-reflecting, with glass fiber interlayer, all bonded to a vinyl bottom layer.
 - 1. Size: 0.080 in. thick; 2.0 m (78.5 in.) wide, in lengths up to 30 m (98 ft).
 - 2. Weight: 4.8 lb/yd².
 - 3. Texture. Finely embossed, but with smooth, silky feel
 - 4. Available colors: At least 6, from white and beige to gray and black.
 - 5. Color selection: By A/E as directed by Board.
 - 6. Static coefficient of friction (SCoF): No less than 0.50; ASTM D2407.

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7. Radiant panel fire test: Critical radiant flux of at least 0.45 W/cm²; ASTM E648.
8. Smoke density test: Optical density <450 in flaming mode; ASTM E662.
9. Gaffer tape: As recommended by cover producer.

C. Product / Producer.

1. Cascade, by Harlequin Floors, with 2 rolls of gaffer tape.
www.harlequinfloors.com.
2. Equal product in quality and performance as reviewed and approved by A/E and Board.

SPECIFIER: Two-sided dance floor covers are usually used over wood floors. They are never adhered.

2.3 DANCE FLOOR COVER, TWO-SIDED [09656.dfc-2s].

A. Performance.

1. Safety: Cover shall be slip resistant and resilient under dance movement.
2. Health: Top layer shall contain a bactericide that is effective after 5 years of use.
3. Application: Suitable for loose-lay with gaffer tape over sprung hardwood floors.

B. Description. Vinyl top and bottom layers in two different colors, non-reflecting, bonded to a glass fiber interlayer.

1. Size: 0.050 in. thick; 2.0 m (78.5 in.) wide, in lengths up to 30 m (98 ft).
2. Weight: 3.5 lb/yd².
3. Texture. Finely embossed, but with smooth, silky feel
4. Available colors: At least 6, from white and beige to gray and black.
5. Color selection: By A/E as directed by Board.
6. Static coefficient of friction (SCoF): No less than 0.50; ASTM D2407.
7. Radiant panel fire test: Critical radiant flux of at least 0.45 W/cm²; ASTM E648.
8. Smoke density test: Optical density <450 in flaming mode; ASTM E662.
9. Gaffer tape: As recommended by cover producer.

C. Product / Producer.

1. Reversible, by Harlequin Floors, with 2 rolls of gaffer tape.
www.harlequinfloors.com.
2. Equal product in quality and performance as reviewed and approved by A/E and Board.

2.4 RESILIENT BASE [09656.rb]

A. Description. Rubber (not vinyl), at perimeter of each space that will have a permanently installed floor cover, and where no other base strip is already shown in the Contract documents for that space. Provide in long rolls and cut as needed.

1. Height: 4 in. unless 6 in. is shown on the Drawings.
2. Profile: Cove bottom, unless a plain bottom is specifically shown on Drawings.
3. Outside and inside corners: Permanently form corners with no joint within 4 in. of corner. Do not use premolded corner pieces.
4. Color: As selected by A/E from the base producer's full palette of colors to harmonize with each permanent floor cover color.

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5. Base adhesive: Waterproof, non-toxic, low-VOC, light colored, formulated for maximum adhesion of rubber base.
- B. Standard: ASTM F1861, Type TS, Group 1, Style B except where Style A is noted.
- C. Product / Producer. Burke Mercer, Flexco, Johnsonite, R.C.A., or Roppe.

2.5 ACCESSORIES

- A. Resilient Floor Cover Adhesive: Waterproof, antimicrobial, non-toxic, low-VOC, providing for easy lifting of floor covering, as recommended by floor cover producer.
- B. Gaffer Tape. Fabric or plastic self-adhering tape strong enough to withstand force of dance movement yet liftable without damage to surface of dance floor cover.

PART 3 EXECUTION

3.1 EXAMINATION AND PREPARATION

- A. Verify that field conditions are acceptable and –
 1. That concrete has been repaired to show no low spots and that it is ready to receive floor cover work.
 2. That concrete floors are dry to maximum moisture content as recommended by tile producer, and that they exhibit no carbonization or dusting.
- B. Clean substrate. Fill minor low spots and other defects with leveling compound.

3.2 INSTALLATION

- A. Install resilient floor covers and base following producer's current published recommendations and instructions, except as more stringently specified herein.
- B. Installing resilient floor covers.
 1. Install interlocking rubber floor cover with easily liftable adhesive. Use beveled border and corner units where persons can access the mat. Place straight-cut units against walls.
 2. Install soft dance floor cover without adhesive, or provide, neatly folded in a strong but light container with identifying label, if directed by A/E and Board.
 3. Install two-sided dance floor cover without adhesive, or provide, neatly folded in a strong but light container with identifying label, if directed by A/E and Board.
- C. Installing resilient base.
 1. Adhere base tight to wall and floor surfaces.
 2. Fit joints tightly and make vertical. Miter internal corners. At external corners, V-cut back of base strip to 2/3 of its thickness and fold.
- D. Cleaning. Remove excess adhesive from surfaces of interlocking rubber resilient floor cover and base, and from adjoining surfaces.

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- E. Protection. Protect floor covers that will be exposed to construction traffic with plain paper to protect from damage. ///

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09680 TILE CARPETING

SPECIFIER: This new (2007) section specifies either 24x24 in. or 500x500 mm (19.7x19.7 in.) carpet tile, suitable for use in administrative areas, resource rooms, under auditorium seating, and other low-traffic areas. These sizes are standard. With sizeable orders and plenty of lead time, producers will cut carpet tile to 24", 36" and 500 mm squares at some extra cost.

The specified styles offer good color selection and a range of striated and speckled and almost plain patterns, but no large figuring. The carpet tile are in the 16 to 22 oz. face-weight range.

By consulting samples or spec sheets, the designer can narrow the selection down to specific patterns.

The specified carpet have many qualities of sustainability, including a phone number on the back of each tile that will bring a truck from the producer to collect the tiles at curbside for eventual recycling.

CSI 2004 MasterFormat number: 09 68 13.

An optional keynote to the Drawings follows major product titles, for A/Es using National CAD Standard.

PART 1 GENERAL

1.1 RELATED REQUIREMENTS

- A. Coordinate tile carpeting with work before and after. See especially:
 - 1. Finish on concrete floors 03300
 - 2. Plumbing floor cover plates with recess for carpet 15431
 - 3. Electrical and telephone floor cover plates with recess for carpet 16132

1.2 REFERENCES

- A. American Society for Testing and Materials (ASTM). Test methods for:
 - 1. D1335-05 Tuft Bind of Pile Floor Coverings.
 - 2. D2859-04 Ignition Characteristics of Finished Textile Floor Coverings (includes CPSC FF1-70).
 - 3. D5252-05 Hexapod Walker Drum Tester.
 - 4. D6859-05 Pile Thickness of Finished Level Pile Yarn Floor Coverings.
 - 5. E648-04 Radiant Flux of Floor-Coverings - Radiant Heat Energy Source.
 - 6. E662-03 Specific Optical Density of Smoke Generated by Solid Materials.
 - 7. F710-04 Preparing Concrete Floors to Receive Resilient Flooring.
 - 8. F1861-02 Resilient Wall Base.
 - 9. F1869-98 Measuring Moisture Vapor Emission Rate of Concrete Using Anhydrous Calcium Chloride, Method F.
- B. American Association of Textile Colorists and Chemists (AATCC):
 - 1. 134 Static Generation
 - 2. 138 Antimicrobial Qualities Retention
 - 3. 165 Colorfastness to Crocking: Textile Floor Coverings.
 - 4. 174 Antimicrobial / Fungicidal Activity Assessment of Carpets
 - 5. 175 Soil and Stain Resistance

1.3 OVERALL STANDARDS

- A. Certified Carpet List, PBCS IV and V, by Florida School Plant Management Association. (FSPMA), August 2006.

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- B. Standard for Installation Specification of Commercial Carpet, 104-02, by Carpet and Rug Institute (CRI).

1.4 QUALITY ASSURANCE

- A. Producer Qualifications:
 - 1. At least 15 years production experience with carpet tile similar to type specified.
- B. Installer Qualifications.
 - 1. Certified (or trained and approved) by the carpet tile producer.
 - 2. At least 5 years demonstrable experience in the installation of tile carpeting.

1.5 SUBMITTALS

.Follow 01330

- A. Early Submittals. Submit and obtain approval before making other submittals:
 - 1. Text of Special Warranty, on producer's corporate letterhead, as will be signed at completion, including duration and recycling guarantee: Submit for approval of A/E and Board.
 - 2. Certification of Installer. Submit carpet tile producer's certification of its installer for approval of A/E and Board.
- B. Product Data. Specifications for each carpet tile, including specified tests passed; description of adhesive, rubber base, transition strips and edge strips.
- C. Samples. Each selected (type, color, pattern) carpet tile, full size.
- D. Maintenance Manuals (2): Routine care and instructions for removing common stains.
- E. Closeout Submittals: Submit executed Special Warranty, producer's invoice (original or copy as required by warranty), producer's certification that installer has followed producer's instructions for installation, and producer's maintenance instructions.

1.6 SPECIAL WARRANTIES

- A. By Producer: In addition to the Materials and Equipment and the Correction of Work requirements of General Conditions, provide a written and signed special warranty from the sheet carpeting producer (or its Subcontractor), endorsed by Contractor, as follows:
 - 1. Scope: Sheet carpet.
 - 2. Duration of the warranty after date of Substantial Completion of the Work, non-prorated over time: For either lifetime of the sheet carpet or for 15 years, whichever has been the published standard of the producer.
 - 3. Agreeing to replace products having any of these defects for duration of warranty::
 - a. Excessive surface wear, defined as losing more than 10% of pile face fiber by total fiber weight;
 - b. Carpet tile will not generate static build-up greater than 3.5 kV;
 - c. Carpet tile will not lose its tuft or fibers due to defective tuft bind;
 - d. Carpet tile will not ravel at edges nor delaminate from its backing;

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- e. Carpet tile will not develop mold before any mold development in building walls, ceilings or HVAC system.
 4. Exclusions: Damage from inflicted abuse, traffic by heavy wheeled equipment or shoe cleats, improper maintenance, excessive moisture in floor slab, or from mold that develops because of mold that has infected other parts of building.
 5. Recycling guarantee: Upon call, the producer agrees to come to site to pick up this producer's carpet tile that was installed under this Contract. The material shall be in bundles, protected, at curbside, in quantity totaling not less than 1000 lb. Producer shall haul away the carpet tile for recycling, at no cost to Board.
- B. By Installer: In addition to the Materials and Equipment and the Correction of Work requirements of General Conditions, provide a written and signed special warranty from the tile carpeting installer (or Subcontractor), endorsed by Contractor, as follows:
1. Scope: Carpet tile and base installation, including accessory products.
 2. Duration after date of Substantial Completion of the Work: 2 years.
 3. Agreeing to reinstall work having these defects:
 - a. Peaking or doming of tile due to setting too tight,
 - b. Trip hazard at edges;
 - c. Improperly applied adhesive or loss of adhesion of carpet tile to concrete.
 4. Exclusions: Damage from inflicted abuse or from excessive moisture in floor slab.

PART 2 PRODUCTS

Follow 01600

2.1 ALL CARPET TILE

- A. Overall Requirements: Carpeting squares of tufted nylon pile on non-cushion backing.
1. Face Yarn: Nylon fiber, branded, continuous filament, soil hiding, with a permanent integral (not coated) static control feature, containing at least 30% reclaimed nylon.
 2. Dyeing: Solution dyed.
 3. Yarn finish: Fluorochemical.
 4. Soil / stain resistance level: At least 6; AATCC 175, Red 40 Stain Scale, for a stain inhibiting chemical applied during manufacture of the yarn (not afterward).
 5. Peak electrostatic charge: 3.5 kV maximum; AATCC 134 (step & scuff method).
 6. Anti-microbial treatment during yarn manufacture: Shall achieve >90% reduction of anti-bacterial and anti-fungal activity; AATCC 174..
 7. Anti-microbial qualities retention: Retain anti-bacterial and anti-fungal qualities after carpet has been washed 15 times; AATCC 138.
 8. Colorfastness: Contrast score of at least Grade 4 (Gray Scale) between exposed and unexposed carpet after exposure of 60 AFU; AATCC 165, Table 1.
 9. Wear: Hexapod walker score of 4 to 5; ASTM D5252.
 10. Dimensional stability: Less than 0.1% change; DIN 54318 (Aachen test method).
 11. Radiant panel fire test: Critical radiant flux, when adhered to cement board, of at least 0.45 W/cm²; ASTM E648.
 12. Smoke density test: Optical density <450 in flaming mode; ASTM E662.
 13. Methanamine pill flammability test: Comply with CPSC FF 1-70; ASTM D2859.
 14. Indoor air quality: Pass CRI IAQ Green Label Plus tests as follow:
 - a. VOC emission: 0.5 mg/m²/hr maximum.
 - b. Formaldehyde emission: 0.05 mg/m²/hr maximum.
 - c. 4-Phenylcyclohexene emission: 0.05 mg/m²/hr maximum.

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- B. Recycling guarantee: Upon call, producer shall come to site to pick up at curbside all adhered tile bearing its name, in stacked and bound quantities totaling not less than 400 lb, at the end of the tiles' useful life. Producer shall collect and haul away the carpet tile for recycling, at no cost to Board.

Specifier: Select either olefin-backed or vinyl-backed carpet tile, unless it is desired to bid one against the other.

2.2 CARPET TILE, OLEFIN BACKING

[09660.carp-t-o]

- A. Description. Tufted nylon pile bonded to glass-reinforced polyolefin backing.
1. Face yarn: 100% Eco Q Premium, Type 6,6.
 2. Backing: Fiberglass reinforced, low VOC, thermoplastic olefin mat, with coating that binds tufts to at least 13.0 lb. withdrawal force; ASTM D1335..
 - a. Thickness: 0.090 to 0.100 in.
 - b. Overall weight: 75 to 80 oz/yd².
 - c. Dimensional stability: <0.15% change; DIN 54318.
 - d. Recycled or reclaimed olefin content: At least 40%.
 3. Tile size: 24x24 in.
 4. Pile thickness: 0.070 to 0.125 in.; ASTM D6859.
 5. Finished pile yarn weight: 17 to 22 oz/yd².
 6. Pile density: 4500 – 8000.
- B. Product / Producer.
- | <u>Producer</u> | <u>Product</u> |
|---|------------------|
| 1. Patcraft | |
| a. | Color Your World |
| b. | In Motion |
| c. | Poetry |
| d. | Scholastic |
| e. | Tweed |
| 2. Shaw | |
| a. | The Right Choice |
| b. | Work Life |
| 3. Other FSPMA-certified carpet tile, Category PBCS Category V, equal in quality, performance and appearance as approved after review by A/E and Board. | |

2.3 CARPET TILE, VINYL BACKING

[09660.carp-t-v]

- A. Description. Tufted nylon pile bonded to glass-reinforced vinyl (PVC) backing.
1. Face yarn: Invista, Type 6,6 or Aquafil Type 6.
 2. Backing: Fiberglass reinforced, low VOC, thermoplastic PVC mat, with coating that binds tufts to at least 13.0 lb. withdrawal force; ASTM D1335..
 - a. Thickness: 0.090 to 0.100 in.
 - b. Overall weight: 70 to 80 oz/yd².
 - c. Dimensional stability: <0.15% change; DIN 54318.
 - d. Recycled or reclaimed vinyl content: At least 40%.
 3. Tile size: 500x500 mm.
 4. Pile thickness: 0.110 to 0.148 in.; ASTM D6859.
 5. Finished pile yarn weight: 16 to 19 oz/yd².

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6. Pile density: 5000 – 6000.

B. Product / Producer.

- | <u>Producer</u> | <u>Product</u> |
|-----------------|---|
| 1. Interface. | |
| a. | Equal Space |
| b. | Gradient |
| c. | Grillwork |
| d. | Panorama |
| e. | Spaced Out |
| 2. | Other FSPMA-certified carpet tiles, PBCS Category IV, equal in quality, performance and appearance as approved after review by A/E and Board. |

2.4 RUBBER BASE

- A. Description. Rubber (not vinyl / PVC),
1. Height: 4 in. unless 6 in. is shown on the Drawings.
 2. Profile: Cove bottom, unless a plain bottom is specifically shown on Drawings.
 3. Outside and inside corners: Permanently form corners with no joint within 4 in. of corner. Do not use premolded corner pieces.
 4. Color: As selected for each tile color by A/E from the producer's full color palette.
 5. Base adhesive: Waterproof, non-toxic, low-VOC, light colored, formulated for maximum adhesion of rubber base.
- B. Standard: ASTM F1861, Type TS, Group 1, Style B except where Style A is noted.
- C. Product / Producer. Burke Mercer, Flexco, Johnsonite, R.C.A., or Roppe.

2.5 ACCESSORIES

- A. Leveling Compound: Polymer-fortified cement-based compound with pH <9.0.
- B. Carpet Tile Adhesive: Water-based, waterproof, antimicrobial, non-toxic, VOC-free, not subject to easy unauthorized lifting but releasable, light colored or clear, as recommended by carpet tile producer.
- C. Aluminum Transition and Edge Strips: Gently tapered profile, at least 2 in. wide, that will grip the edge of carpet tile without extending above adjacent pile height, as produced by Pemko, Reese, or Zero.
- D. Rubber Transition and Edge Strips: Not vinyl, gently tapered profile, at least 2 in. wide, that does not extend above carpet tile pile height, as produced by Roppe.

PART 3 EXECUTION

Follow 01700

3.1 EXAMINATION AND PREPARATION

- A. Field Conditions. Verify that slabs are ready to receive carpet tile.
1. Floors shall be smooth, cured, clean, laitance-free, at 60 to 80 °F, pH<9.0.

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2. Verify that substrate is free of sealers, curing compounds, hardeners, old adhesive, and other substances that interfere with bond of carpet tile to substrate.
- B. Moisture Test.
1. Between 14 and 21 days before the date of tile installation, perform moisture tests on each area in which carpet tile will be placed.
 - a. At slabs on grade. One test for each 4000 ft² area.
 - b. At elevated slabs. One test at highest floor to receive carpet tile...
 2. Follow ASTM F710. Run CaCl₂ tests with lab-weighed CaCl₂: ASTM F1869.
 3. From tests, determine each area's moisture vapor emission rate (MVER) (water vapor emitted in 24 h from a 1000 ft² area). MVER figure shall be less than 3.5 lb.
- C. Correct defects and bad conditions discovered during examination. Grind down ridges and other irregularities. Fill depressions, cracks, and holes with leveling compound.

3.2 INSTALLATION OF CARPET TILE AND BASE

- A. Install carpet tile following producer's current published recommendations and instructions, except as more stringently specified herein.
- B. Install carpet tile at 60 – 85 °F air temperature, under dry, ventilated, dust-free conditions.
1. Condition tile to site conditions for at least 36 hours before installing.
 2. Vacuum floors free of grit before installing carpet, then damp mop and let dry.
- C. Cut and fit carpet tile to butt tightly at vertical surfaces, built-ins, pipes, outlets, edgings, thresholds and nosings. Extend carpet tile into toe spaces, door reveals, closets, and other similar departures from straight room boundaries. Provide edge strips at doors.
1. Cover carpet tile perimeter with an aluminum edge strip where traffic can occur. Use rubber strips only where screw attachment of aluminum strips is impractical.
 2. Locate edge strips in doorways to fall under the closed door.
- D. Set carpet tile snugly together; do not compress so that peaking or doming occurs.
1. Set carpet tile in ample and uniform adhesive coat using notched trowel.
 2. Remove excess adhesive from floor, base and walls.
- E. Vacuum carpet tile using a machine with a rotating brush head.
- F. Protect carpet tile against damage and soiling from construction and furniture / equipment placing until time of Substantial Completion of the Work.
1. Use undyed, untreated roll paper and secure paper to prevent lifting. ///

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09681 SHEET CARPETING

SPECIFIER: FSPMA, a state-funded agency tests carpet for all Florida schools. In 2006 it listed 17 acceptable carpet brands in its PBCS I category. PBCS I carpets are the subject of this section. Eight of these carpet brands that follow more stringent MSCPS' guides for suitable yarn dyeing method, face yarn weight, tuft bind, static electricity level, and stain resistance are specified in this section. CSI 2004 MasterFormat number: 09 66 00. . An optional keynote to the Drawings follows major product titles, for A/Es using National CAD Standard.

PART 1 GENERAL

1.1 RELATED REQUIREMENTS

- A. Coordinate sheet carpeting with work before and after. See especially:
 - 1. Finish on concrete floors 03300
 - 2. Plumbing floor cover plates with recess for carpet 15431
 - 3. Electrical and telephone floor cover plates with recess for carpet 16132

1.2 REFERENCES

- A. American Society for Testing and Materials (ASTM). Test methods for:
 - 1. D1335-05 Tuft Bind of Pile Floor Coverings.
 - 2. D2859-04 Ignition Characteristics of Finished Textile Floor Coverings (includes CPSC FF 1-70).
 - 3. D5252-05 Hexapod Walker Drum Tester.
 - 4. D5793-05 Binder Sites per Unit Length or Width of Pile Floor Coverings
 - 5. D6859-05 Pile Thickness of Finished Level Pile Yarn Floor Coverings.
 - 6. E648-04 Radiant Flux of Floor-Coverings - Radiant Heat Energy Source.
 - 7. E662-03 Specific Optical Density of Smoke Generated by Solid Materials.
 - 8. F710-04 Preparing Concrete Floors to Receive Resilient Flooring.
 - 9. F1869-98 Measuring Moisture Vapor Emission Rate of Concrete Using Anhydrous Calcium Chloride, Method F.
- B. American Association of Textile Colorists and Chemists (AATCC):
 - 1. 134 Static Generation
 - 2. 138 Antimicrobial Qualities Retention
 - 3. 165 Colorfastness to Crocking: Textile Floor Coverings.
 - 4. 174 Antimicrobial / Fungicidal Activity Assessment of Carpets
 - 5. 175 Soil and Stain Resistance
 - 6. 193 Aqueous Liquid Repellency
- C. Carpet and Rug Institute (CRI):
 - 1. 104-02 Standard for Installation Specification of Commercial Carpet.
- D. National Fire Protection Association (NFPA):
 - 1. 253 Flooring Radiant Panel Test
 - 2. 258 Tests Smoke Generated

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1.3 OVERALL STANDARDS

- A. Certified Carpet list, PBCS Category I, By Florida School Plant Management Association (FSPMA), August 2006.
- B. Standard for Installation Specification of Commercial Carpet, 104-2, by Carpet and Rug Institute (CRI).

1.4 QUALITY ASSURANCE

- A. Producer Qualifications:
 - 1. At least 15 years production experience with sheet carpet similar to type specified.
- B. Installer Qualifications.
 - 1. Certified (or trained and approved) by the sheet carpet producer.
 - 2. At least 5 years demonstrable experience in the installation of commercial sheet and tile carpeting.

1.5 SUBMITTALS

.Follow 01330

- A. Early Submittals. Submit and obtain approval before making other submittals:
 - 1. Text of Special Warranty, on producer's corporate letterhead, as will be signed at completion, including duration and recycling guarantee: Submit for approval of A/E and Board.
 - 2. Certification of Installer. Submit sheet carpet producer's certification of its installer for approval of A/E and Board
- B. Product Data. Specifications for each sheet carpet style, including specified tests passed; description of adhesive, rubber base, transition strips and edge strips.
- C. Samples. Each style of sheet carpet, 18x18 in., in the color and pattern specified
- D. Maintenance Manuals (2): Routine care and instructions for removing common stains.
- E. Closeout Submittals: Submit executed Special Warranty, producer's invoice (original or copy as required by warranty), producer's certification that installer has followed producer's instructions for installation, and producer's maintenance instructions.

1.6 SPECIAL WARRANTIES

- A. By Producer: In addition to the Materials and Equipment and the Correction of Work requirements of General Conditions, provide a written and signed special warranty from the sheet carpeting producer (or its Subcontractor), endorsed by Contractor, as follows:
 - 1. Scope: Sheet carpet.
 - 2. Duration of warranty after date of Substantial Completion of the Work, non-prorated over time: For either lifetime of the sheet carpet or for 15 years, whichever has been the published standard of the producer.
 - 3. Agreeing to replace carpet having any of these defects for duration of warranty:
 - a. Excessive surface wear, defined as losing more than 10% of pile face fiber by total fiber weight;

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- b. Carpet will not generate static build-up greater than 3.5 kV;
 - c. Carpet will not lose its tuft or fibers due to defective tuft bind;
 - d. Carpet will not ravel at edges nor delaminate from its backing;
 - e. Carpet will not develop mold before any mold development in building walls, ceilings or HVAC system.
4. Exclusions: Damage from inflicted abuse, traffic by heavy wheeled equipment or shoe cleats, improper maintenance, excessive moisture in floor slab, or from mold that develops because of mold that has infected other parts of building.
5. Recycling guarantee: Upon call, the producer agrees to come to site to pick up this producer's sheet carpet that was installed under this Contract. The material shall be in bundles, protected, at curbside, in quantity totaling not less than 1000 lb. Producer shall haul away the carpet away for recycling, at no cost to Board.
- B. By Installer: In addition to the Materials and Equipment and the Correction of Work requirements of General Conditions, provide a written and signed special warranty from the sheet carpeting installer (or Subcontractor), endorsed by Contractor, as follows:
- 1. Scope: Carpet installation and accessory products used in installation.
 - 2. Duration after date of Substantial Completion of the Work: 2 years.
 - 3. Agreeing to reinstall work having these defects:
 - a. Lifting, doming or puckering, trip hazard at edges;
 - b. Improperly applied adhesive;
 - c. Improperly oriented and defectively cut or seamed pieces.
 - 4. Exclusions: Damage from inflicted abuse or from excessive moisture in floor slab.

PART 2 PRODUCTS

Follow 01600

2.1 SHEET CARPET WITH UNITARY BACKING

[09660.carp-s-u]

- A. Description. Tufted level loop nylon pile carpet on unitary, non-cushion backing.
- 1. Face yarn: Nylon fiber, branded, continuous filament, soil hiding, such as Antron Lumena, Eco Solution Q, or Ultron VIP.
 - 2. Yarn dyeing: 100% solution dyed, not yarn or piece dyed.
 - 3. Yarn finish: Fluorochemical.

SPECIFIER: Only the Shaw carpets specified here are normally produced with anti-microbial treatment. If this treatment is wanted for all carpets, specify as follows after confirming availability with producers.

- *Anti-microbial treatment during yarn manufacture: Provide so as to achieve at least 90% reduction of anti-bacterial and anti-fungal activity; AATCC 174.*
- *Anti-microbial qualities retention: Provide anti-microbial treatment that will retain anti-bacterial and anti-fungal qualities after carpet has been washed 15 times; AATCC 138.*

- 4. Static control: Permanent integral, not coated, static control feature
- 5. Backing: A unitary backing such as Everbond EX, Tekloc, or UltraLok.
- 6. Finished pile yarn weight: 27 to 29 oz/yd².
- 7. Pile gage / pitch: 1/10 to 1/8 in.; ASTM D5793.
- 8. Pile thickness: 0.140 to 0.250 in.; ASTM D6859.
- 9. Pile density: 6200 – 9000.

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- B. Standards. Comply with Florida School Plant Management Association (FSPMA) Certified Carpet List, including certified FSPMA test values as shown on that list.
1. Soil / Stain Resistance: Stain inhibiting chemical applied during manufacture of yarn (not afterward). Soil / stain resistance levels:
 - a. At least 6; AATCC 175, Red 40 Stain Scale..
 - b. At least 3: AATCC 195.
 2. Peak electrostatic charge: 2.0 kV maximum; AATCC 134 (step & scuff method) , as certified by FSPMA..
 3. Colorfastness: Contrast score of Grade 5 or higher (Gray Scale) as tested by comparing exposed and unexposed carpet samples after an exposure of 60 AFU; AATCC 165, Table 1, as certified by FSPMA..
 4. Tuft bind: Not less than 14.00 lb; ASTM D1335, as certified by FSPMA.
 5. Wear: Hexapod walker score of 3 to 5; ASTM D5252, as certified by FSPMA..
 6. Radiant panel fire test: Critical radiant flux, when adhered to cement board, of at least 0.45 W/cm²; ASTM E648, as certified by FSPMA.
 7. Smoke density test: Optical density <350 in flaming mode; ASTM E662, as certified by FSPMA.
 8. Methanamine pill flammability test: Must pass, following CPSC FF 1-70; ASTM D2859, as certified by FSPMA..
 9. Indoor air quality: Pass CRI IAQ Green Label Plus tests as follow:
 - a. VOC emission: 0.5 mg/m²/hr maximum.
 - b. Formaldehyde emission: 0.05 mg/m²/hr maximum.
 - c. 4-Phenylcyclohexene emission: 0.05 mg/m²/hr maximum.
 10. ADA status: Carpet shall be ADA compliant.

SPECIFIER: If carpet that makes use of recycled material in its manufacture is useful in LEED design, the only 2006 FSPMA-tested carpets that contain such material and that meet MDCPS requirements above are listed below. Retain only the wanted products. Delete non-recycled products. The 4th column can then also be deleted.

C. Product / Producer.

| | <u>Producer</u> | <u>Product</u> | | <u>Face yarn Weight (FSPMA)</u> | <u>Certified to contain Recycled Material</u> |
|----|--|-------------------|-------|---------------------------------|---|
| 1. | Designware | | | | |
| | a. | Harmonics | 26317 | 26.60 | Yarn & backing |
| | b. | Plug In | 26388 | 27.70 | |
| | c. | Publicity | 26326 | 27.30 | Yarn & backing |
| 2. | Mohawk | | | | |
| | a. | Performer Concept | | 27.60 | |
| 3. | Patcraft: | | | | |
| | a. | Homeroom | 10102 | 28.40 | Yarn & backing |
| | b. | Scholastic II | 10121 | 28.10 | |
| | c. | Study Hall | 10028 | 27.00 | |
| 4. | Shaw: | | | | |
| | a. | Potential II | 60407 | 28.00 | |
| 5. | Other FSPMA-certified carpet equal in quality, performance and appearance as approved after review by A/E and Board. | | | | |

2.2 RUBBER BASE

A. Description. Rubber (not vinyl),

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1. Height: 4 in. unless 6 in. is shown on the Drawings.
2. Profile: Plain bottom unless otherwise shown on Drawings.
3. Outside and inside corners: Permanently form corners with no joint within 4 in. of corner. Do not use premolded corner pieces.
4. Color: As selected for each carpet color by A/E from the base producer's full palette of colors.
5. Base adhesive: Waterproof, non-toxic, low-VOC, light colored, formulated for maximum adhesion of rubber base.

B. Standard: ASTM F1861, Type TS, Group 1, Style A.

C. Product / Producer. Burke Mercer, Flexco, Johnsonite, R.C.A., or Roppe.

2.3 ACCESSORIES

A. Leveling Compound: Polymer-fortified cement-based compound with pH <9.0.

B. Carpet Adhesive and Seaming Cement: Water-based, water-resistant, antimicrobial, non-toxic, VOC-free, non-flammable, light colored or clear.

1. Adhesive shall not be easily displaced by furniture moving or easily lifted by unauthorized persons, however it shall be releasable without spudding.
2. Product: 220, by Mapei, Magnum Bond Plus by Parchem, or as recommended by carpet producer.

C. Aluminum Transition and Edge Strips: Gently tapered profile, at least 2 in. wide, that will grip the edge of carpet without going above adjacent pile height.

1. Fasten strips over concrete with shielded stainless steel or brass screws
2. Product: Strips as produced by Pemko, Reese, or Zero.

D. Rubber Transition and Edge Strips: With gently tapered profile, 1-1/2 to 2-1/2 in. wide, that do not go above carpet pile height. Not vinyl. As produced by Roppe.

PART 3 EXECUTION

Follow 01700

3.1 EXAMINATION AND PREPARATION

A. Field Conditions. Verify that slabs are ready to receive sheet carpet.

1. Floors shall be smooth, cured, clean, and laitance-free, with temperature from 60 to 80 °F and pH <9.0.
2. Verify that substrate is free of sealers, curing compounds, hardeners, old adhesive, and other substances that interfere with bond of carpet to substrate.

B. Moisture Test.

1. Between 14 and 21 days before the date of tile installation, perform moisture tests on each area in which carpet will be placed.
 - a. At slabs on grade. One test for each 4000 ft² area.
 - b. At elevated slabs. One test at 2nd Floor and one additional test at highest floor receiving carpet in buildings that are 3 floors or taller.
2. Follow ASTM F710 and perform calcium chloride tests using CaCl₂ as weighed in laboratory; ASTM F1869.

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3. From tests, determine each area's moisture vapor emission rate (MVER) (the H₂O emitted in 24 h from a 1000 ft² area). The MVER figure shall be less than 3.5 lb.
- C. Correct defects and bad conditions discovered during examination. Grind down ridges and other irregularities. Make edges of abutting flooring finishes smooth and clean. Fill depressions, level changes, cracks, and holes with leveling compound.
 1. If an adjoining floor finish will be the slightest distance above the face of the carpet, trowel a ramp back at least 1 ft from its edge so that the carpet face will be slightly above – not even with or below – the other finish.

3.2 INSTALLATION

- A. Install carpet following producer's current published recommendations and instructions, except as more stringently specified herein.
- B. Install carpet at 60 – 85 °F air temperature, under ventilated, dry, dust-free conditions.
 1. Condition carpet to site conditions for at least 72 hours before installing.
 2. Verify carpet color match between rolls before installing.
 3. Vacuum floors free of grit before installing carpet, then damp mop and let dry.
- C. Extend carpet into toe spaces, door reveals, closets, and other similar departures from straight room boundaries. Provide edge strips at doors.
- D. Orient carpet rolls and pieces so that adjacent pile runs in the same direction. Line up pattern repeats from piece to piece.
- E. Scribe, cut without fraying, and fit carpet to butt tightly at vertical surfaces, built-ins, pipes, outlets, edgings, thresholds and nosings.
 1. Bind cut edges that are not covered by an edge strip, except where an edge is tightly butted against a wall or rubber base.
 2. Cover each carpet edge with an aluminum edge strip where traffic can occur. Use rubber strips only where screw attachment of aluminum strips is impractical.
 3. Locate edge strips in doorways to fall under the closed door.
- F. Set carpet in ample and uniform adhesive coat using notched trowel. Remove excess adhesive from floor, base and wall surfaces.
- G. Cut protruding yarns with sharp scissors. Vacuum clean the carpet installation using a commercial machine with a rotating brush head.
- H. Protect carpet against damage and soiling from construction and furniture / equipment placing until time of Substantial Completion of the Work. Use undyed, untreated roll paper and secure to prevent lifting.

3.3 FIELD QUALITY CONTROL

- A. The Board will select a 1 yd² piece of carpet, randomly from a roll end or other waste, for testing for compliance with the Contract Documents. Testing will be performed by MDCPS Testing Lab or FSPMA test lab.

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- B. Retesting disputed tests and the replacement of defective carpet shall be at Contractor's expense. ///