



**INVITATION TO BID
BID NO. 9782
FLOOR REPLACEMENT TERRACE CAFE
ATHENS HIGH SCHOOL
TROY SCHOOL DISTRICT**

The Troy School District will receive firm, sealed bids for furnishing, delivering and installing new Flooring for the Terrace Café at Athens High School, for Troy Schools.

Specifications and proposal forms can be obtained online at <http://www.troy.k12.mi.us>. From the main page click the "Business Services" tab listed under "Departments", then click "Purchasing" and go into the "Current Bids" tab, scroll down to locate and access the bid document.

Your proposal marked "**Terrace Café Replacement Flooring**" and one copy must be delivered no later than 2 p.m., Monday, May 19, 2014, Purchasing Department, Troy School District, 1140 Rankin, Troy, Michigan 48083, at which time all bids will be publicly opened and read aloud immediately thereafter. Bid proposals received after this time will not be considered or accepted.

A pre-proposal conference has been scheduled for 3:00 p.m., Monday, May 12, 2014, in the main lobby area of Athens High School located at 4333 John R Road, Troy, MI 48085. All questions regarding the bid specified, or the bid terms and conditions will be accepted in writing ONLY and subsequently answered through an addendum to all interested parties. Any questions must be received no later than noon, Tuesday, May 13, 2014, at no other time prior to the bid opening will questions/concerns be addressed or accepted and may be faxed to: 248.823.4077, or emailed as a Word document to: PurchasingOffice@troy.k12.mi.us.

The Troy Board of Education reserves the right to accept or reject any or all bids, either in whole or in part; to award contract to other than the low bidder; to waive any irregularities and/or informalities; and in general to make awards in any manner deemed to be in the best interest of the owner.

Purchasing Department
Troy School District
1140 Rankin
Troy, MI 48083

INSTRUCTIONS TO BIDDERS

PROPOSALS

1. The Troy School District will receive firm, sealed bids for furnishing, delivering, removing and installing new Flooring for the Terrace Café at Athens High School, in accordance with the attached specifications.
2. Proposals will be submitted only on the forms provided, will be enclosed in a sealed envelope marked with the name of the bidder, the title of the work and must be delivered to the Purchasing Department, Troy School District, 1140 Rankin, Troy, Michigan 48083, no later than 2 p.m., Monday, May 19, 2014, at which time all bids will be publicly opened and read aloud immediately thereafter. Bid proposals received after this time will not be considered or accepted. Oral, telephone, fax or electronic mail bids are invalid and will not receive consideration. Submit one original and one copy.
3. Proposals will be made in conformity with all the conditions set forth in the specifications. All items of furniture and equipment must conform to the specifications.
4. All questions regarding the bid specified, or the bid terms and conditions will be accepted in writing ONLY and subsequently answered through an addendum to all interested parties. Any questions must be received no later than noon, Tuesday, May 13, 2014, at no other time prior to the bid opening will questions/concerns be addressed or accepted and may be faxed to: 248.823.4077, or emailed as a Word document to: PurchasingOffice@troy.k12.mi.us.
5. References in the specifications to any article, product, material, fixture, form or type of construction, etc., by proprietary name, manufacturer, make or catalog number will be interpreted as establishing a standard quality of design and will not be construed as limiting proposals.
6. The Troy Board of Education reserves the right to accept or reject any or all proposals either in whole or in part; to waive any irregularities and/or informalities; and in general to make awards or cancel this proposal, if deemed to be in the best interests of the owner.
7. A completed Familial Disclosure and an Iran Economic Sanctions form must be included with each proposal submitted or the proposal will not be accepted, please note these forms must be notarized.

SCOPE

To provide labor, materials, and equipment necessary to remove existing floor surface in the Terrace Café dining area at Athens High School, 4333 John R Road, Troy, Michigan 48085.

CONTRACT AWARD

The contract will be awarded in the form of PURCHASE ORDERS mailed to the Vendor(s) selected. It is the intent to award the bid on June 3, 2014 at the regular monthly meeting of the Board of Education.

INSURANCE

Satisfactory Workers' Compensation coverage of at least \$1,000,000.00 and General Liability and Property Damage Insurance of at least \$1,000,000.00 per occurrence and \$2,000,000.00 in Aggregate must be carried and paid for by the contractor(s) who undertakes the work on this contract. Insurance coverage must also include automobile insurance of at least \$1,000,000.00. Bid number and Troy School District as additional insured must be noted on the insurance certificate. Certificate holder will be Troy Schools.

GUARANTEE BONDS

Prior to the issuance of a purchase order authorizing commencement of this project, and in all cases before beginning work under the contract, the Vendor/Contractor(s) selected will qualify for, sign and deliver to the Purchasing Office, an executed performance bond and executed labor and materials payment bond secured by the surety company. Each bond will be in the amount of 100 percent of the contract. Troy Schools requires that the bonding companies be limited to those listed on the U.S. Department of Treasury Circular 570, and must be licensed in the State of Michigan. The U.S. Department of Treasury Circular 570 can be viewed at the following web site: <http://www.fms.treas.gov/c570/c570.html>. Certificates of such insurance and bonds will be filed with the Purchasing Office within five working days of notification of bid award and before any work begins.

WITHDRAWAL OF BIDS

Any bidder may withdraw their bid at any time prior to the scheduled time for receipt of bids. No proposal may be withdrawn until after 45 days after bid opening.

DELIVERY

All shipments will be F.O.B. delivered, Athens High School, 4333 John R Road, Troy, Michigan 48085.

TAXES

State and local sales and use taxes are not applicable and will not be included in the proposal.

WARRANTY

All material and equipment will be guaranteed to be free from defects in both workmanship and materials for no less than one year from date of receipt/installation. If manufacturer warranty exceeds this minimum requirement, the manufacturer warranty will prevail. Any item(s) found to be defective will be replaced or repaired within seven working days at Vendor(s) expense.

PAYMENTS

Payment in full will be due and payable within thirty days after delivery, providing all goods are approved and accepted by the Board of Education and the contract having been fully performed.

MSDS

COPIES OF MATERIAL SAFETY DATA SHEETS FOR ALL HAZARDOUS MATERIALS MUST BE INCLUDED WITH YOUR INVOICE.

MATERIAL SAFETY DATA SHEETS

Troy Schools expects MATERIAL SAFETY DATA SHEETS for all appropriate materials ATTACHED TO THE INVOICE and to appropriately label all products delivered according to Section 14 of Act 154, of the Public Acts of 1974 as amended. Any appropriate products not labeled will be refused and the vendor will be responsible for additional freight charges. Payment may be withheld until MSDSs are received by the school district.

**Troy School District
BID 9782
Floor Replacement Terrace Café
Athens High School
Flooring Demo & Installation
Specifications**

Part 1-General

1.01 Work Scope

- A. A Provide labor, materials, and equipment necessary to remove existing floor surface in the Terrace Café dining area at following facilities:
- Athens High School
4333 John R Road – Troy, Michigan 48085
- B. B. Contractor will be responsible **for all field measurements**. Provide a complete list of materials, quantities and summary of the work that will be performed during the demo and installation process. This information will be required as part of the bid package.
- C. C. Space layout (not to scale) will only be available at the pre-bid meeting. Because of the timeline and limited access to the facilities the walk-through will be performed on May 12, 2014 at 3:00pm.

1.02 Scheduling

- A. Projected start date June 16, 2014, if approved by the Board of Education prior to that date. The district will not cover additional charges that may occur from under estimating the scope of the project, labor shortages, materials shortages, etc.

1.03 Floor Prep & Installation

- A. See attached document – **Shaw** Commercial Resilient Installation Guidelines.
- B. Grind floor or shot-blast to remove all old adhesives (do not chemically remove) and skim coat as required for installation of flooring specified in according to manufactures guidelines and/or specifications.
- C. Existing base, reducers and thresholds are to be removed and replaced with specified products listed or/and recommended by the manufacture.
- D. Disposal of all waste materials will be at cost of the contract and must be in compliance with all local, state and federal guidelines.

Part 2 – Material

2.01 Product Material Information

- A. **Shaw** Hard Surface (see attached product specification document).
- Style: **Uncommon Ground 4** (0187V)
 - Color: **02710 Heritage**
 - Width: **3.94 inches**

- B. Reducers, transitions, adapters, tracks, etc must be Roppe products or equal.
 - Cove Base: **Roppe** – Pinnacle Rubber Wall Base
 - Color: **P110 Brown**
 - Size: **4" x 48" x 1/8"**
- C. Must provide a copy of the MSDS for each product utilized as part of the bid package and a set must be posted during the project at each job site.
- D. You will be required to check with the Executive Director prior to the start of this project for approval to store or create a staging area for equipment, trailers and materials. The district will not be responsible for damaged or stolen equipment and materials

Part 3 – Execution

3.01 Inspection

- A. All work will be performed to the satisfaction of the Executive Director and the manufacturer rep. If upon inspection the work is found to be unsatisfactory, the work will be corrected at the contractor's sole expense and at no cost to the Troy School District within five (5) days from the date of notice. The decision of the Executive Director or his representative will be final.
- B. Once the installation is completed the company rep will be required to walk each site with Kenneth D. Miller, Executive Director of Facility Operations and Purchasing for final approval.

3.02 Safety Guidelines

- A. It is required that you walk the sites to verify scope of work.
- B. Must maintain a safety zone around areas being serviced at all times.
- C. You will be required to check with the Executive Director prior to the start of this project for approval to store or create a staging area for all equipment and/or materials.
- D. The contractor will be solely responsible and abide by all federal, state, and local laws pertaining to the safety of all employees and observers and will maintain workers compensation as required.

3.03 Quality Assurance

- A. Work areas must be kept safe, clean and organized at all times.
- B. Company must be in good financial and performance standings with Product Manufacturer and/or rep. Installer shall have a minimum of five years of proven experience in performing installation of each product outlined in the bid package.
- C. Provide a minimum of three school districts or colleges that your organization has performed installations for include the following: . Names of contact, locations and type of installation.

- D. Contractor will be responsible for any and all damage caused during the installation process.
- E. Hours of work will require prior approval from Kenneth D. Miller, Executive Director of Facility Operations and Purchasing, and are based on the City of Troy local code guidelines and school events.

Product Specifications

Style Name	Uncommon Ground 4
Style Number	0187V
Construction	High Performance Luxury Vinyl Plank
Class / ASTM F 1700	Class III Printed Film Vinyl Plank, Type A (smooth), Type B (embossed)
Wearlayer Thickness	20 mil or 0.020" (0.5 mm)
Overall Thickness	3 mm or nominal 0.125"
Nominal Dimensions	4" wide x 36" long
Actual Size / ASTM F 536	Width: 3.94" or 100 mm, Length: 36.22" or 920 mm
Backing Class	Commercial Grade
Finish	ExoGuard™ Quartz-Enhanced Urethane
Installation	Glue Down
Recommended Adhesive	Shaw 4100 or S150

Packaging

Square Feet per Carton	35.65 sf
Pieces per Carton	36 pcs
Weight per Carton	38.00 lbs

Testing

Slip Resistance / ASTM D 2047	>0.65 (wet/dry)
Static Load Limit / (modified) ASTM F 970	1500 psi
Flexibility / ASTM F 137	Passes
Resistance to Heat / ASTM F 1514	Passes
Resistance to Light / ASTM F 1515	Passes
Resistance to Chemicals / ASTM F 925	Passes
Antibacterial Activity / AATCC 147	Passes
Radiant Flux / ASTM 648	Passes, >0.45 watts/cm ² , NFPA Class I
Smoke Density / ASTM E 662	Passes, <450

Warranty

10 year limited commercial wear warranty. 10 year under bed warranty when installed with Shaw 4100 or Shaw S150 spray adhesive. Please visit www.shawhardsurface.com for the most current warranty information.

Environmental

Recycled Content	Post-consumer – 0% Pre-consumer – 0%
Indoor Air Quality	FloorScore® certified
LEED Scorecard	EQ4.1, EQ4.3



Specifications are subject to nominal manufacturing variance. Material supply and/or manufacturing processes may necessitate changes without notice.

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1. TEST BEFORE STARTING INSTALLATION

All substrates to receive moisture sensitive floor covering must be tested for moisture.

CONCRETE SUBSTRATES:

All concrete substrates should be tested for IRH (Internal Relative Humidity) according to ASTM F 2170. Calcium Chloride tests may be conducted in addition to IRH and must be performed per the latest edition of ASTM F 1869.

NEW AND EXISTING CONCRETE SUBFLOORS SHOULD MEET THE GUIDELINES OF THE LATEST EDITION OF ACI 302 AND ASTM F 710, "STANDARD PRACTICE FOR PREPARING CONCRETE FLOORS TO RECEIVE RESILIENT FLOORING" AVAILABLE FROM THE AMERICAN SOCIETY FOR TESTING AND MATERIALS, 100 BARR HARBOR DRIVE, WEST CONSHOHOCKEN, PA 19428; 610-832-9585; HTTP://WWW.ASTM.ORG.

- a. Substrates shall be smooth, structurally sound, permanently dry, clean and free of all foreign material such as dust, wax, solvents, paint, grease, oils, old adhesive residue, curing and hardening/ curing compounds, sealers and other foreign material that might prevent adhesive bond.
- b. Concrete floors shall be flat and smooth within 1/8" in 6 feet or 3/16" in 10 feet.
- c. F-Number System: Overall values of FF 36/FL 20 may be appropriate for resilient floor coverings.
- d. ASTM F 2170 IRH (Internal Relative Humidity) are required for the Shaw warranty. Three tests should be conducted for areas up to 1000 SF. One additional test, for each additional 1000 SF.
- e. Moisture vapor emission rate
 - **4100 Adhesive – may not exceed 87% RH.**
 - **S150 Adhesive – may not exceed 90% RH.**

Use only Portland based patching and leveling compounds. Do not install Shaw resilient flooring over gypsum based patching and/or leveling compounds.

LIGHTWEIGHT CONCRETE:

Internal Relative Humidity – Tests should be performed per the latest edition of ASTM F 2170.

- a. Three internal relative humidity tests should be conducted for areas up to 1000 SF. One additional test, for each additional 1000 SF.
- b. Surface must be dry, clean, smooth, free of all dust and structurally sound.

WOOD SUBSTRATES:

- a. Wood subfloors must be structurally sound and in compliance with local building codes.
- b. Wood subfloors should be suspended with a minimum of 18" of well ventilated air space below.
- c. Crawl spaces must have a vapor barrier covering the ground.
- d. Wood subfloors directly fastened to concrete, or sleeper construction, are not recommended.
- e. APA rated Sturd-I-Floor panels are designed as combination subfloor/underlayment, but exposure to construction conditions including weather may necessitate installation of a 1/4" underlayment panel prior to resilient flooring installation.
- f. SHAW resilient flooring is not recommended directly over fire-retardant treated plywood or preservative treated plywood. The materials used to treat the plywood may cause problems with adhesive bonding. An additional layer of APA rated 1/4" thick underlayment should be installed.

TEMPERATURE – AMBIENT:

Controlled environments are critical. Fully functional HVAC systems are the best way to ensure temperature and humidity control.

- Do not install resilient flooring products until the work area can be temperature controlled.
- Minimum installation temperature is 65°F with a maximum installation temperature of 100°F.

TEMPERATURE – RADIANT HEAT:

Radiant heated substrates must not exceed 85°F (29°C) surface temperature.

- Several days prior to installing resilient products over newly constructed radiant heated systems, make sure the radiant system has been on and operating at maximum temperature to reduce residual moisture within the concrete.
- Three days prior to installation lower the temperature to 65°F. 24 hours after installation, gradually increase the temperature in increments of 5°F to avoid overheating.
- After continuous operation of the radiant system, ensure the surface of the floor does not exceed 85°F.
- Use of an in-floor temperature sensor is recommended to avoid overheating.

PH:

Concrete floors must be tested per the latest edition of ASTM F 710.

- pH reading must not exceed 10.0.
- Readings below 7.0 and in excess of 10.0 affect resilient flooring and adhesives.
- Rinsing the surface with clear water is the best way to lower alkalinity. "DAMP MOP"

NOTE: IT MAY NOT BE THE FLOOR COVERING INSTALLER'S RESPONSIBILITY TO CONDUCT THE TESTS. IT IS, HOWEVER, THE FLOOR COVERING INSTALLER'S RESPONSIBILITY TO MAKE SURE THESE TESTS HAVE BEEN CONDUCTED AND THAT THE RESULTS ARE ACCEPTABLE PRIOR TO INSTALLING THE FLOOR COVERING. WHEN MOISTURE TESTS ARE CONDUCTED, IT INDICATES THE CONDITIONS ONLY AT THE TIME OF THE TEST.

2. JOB SITE CONDITIONS

- a. It is recommended that resilient floor covering installation shall not begin until all other trades are completed.
- b. Areas to receive flooring shall be clean, fully enclosed, with the permanent HVAC set at a uniform temperature range of 65°F to 85°F and maintained following the installation.
- c. Areas to receive flooring should be adequately lighted during all phases of the installation process.
- d. Floors shall be smooth, permanently dry, clean and free of all foreign material such as dust, wax, solvents, paint, grease, oils, old adhesive residue, curing and hardening compounds and sealers.
- e. Working and open times vary based on job conditions, substrate, temperature and humidity.

3. MATERIAL STORAGE AND HANDLING

- a. Store all rolls standing upright; do not lay rolls down for long periods.
- b. When more than one roll of a color is being installed, all material should be from the same batch and the rolls must be installed in consecutive order. If material from more than one batch is to be used, the job should be laid out so that different batch numbers are not installed side by side.
- c. Flooring material and adhesive must be acclimated to the installation area for a minimum of 48 hours prior to installation.
- d. Store cartons of tile or plank products flat and squarely on top of one another. Preferably, locate material in the “center” of the installation area (i.e. away from vents, direct sunlight, etc.)

4. SUBSTRATES

All substrates to receive resilient flooring shall be dry, clean, smooth and structurally sound. They shall be free of dust, solvent, paint, wax, oil, grease, residual adhesive, adhesive removers, curing, sealing, hardening, or parting compounds, alkaline salts, excessive carbonation or laitance, mold, mildew and other foreign materials that might prevent adhesive bond.

WOOD SUBSTRATES

- a. Double-layered APA rated plywood subfloors should be a minimum 1" total thickness, with at least 18" well ventilated air space beneath. Insulate and protect crawl spaces with a vapor barrier.
- b. Do not install over sleeper construction subfloors or wood subfloors applied directly over concrete.
- c. Underlayment panels can only correct minor deficiencies in the sub-floor while providing a smooth, sound surface on which to adhere the resilient flooring.
- d. Any failures in the performance of the underlayment panel rests with the panel manufacturer and not with Shaw Industries, Inc.
- e. It is recommended that your chosen APA underlayment grade panels be designed for installation under resilient flooring and carry a written warranty covering replacement of the entire flooring system.
- f. Always follow the underlayment manufacturer’s installation instructions.

STRIP – PLANK WOOD FLOORING

Due to expansion and contraction of individual boards during seasonal changes, SHAW recommends 1/4" or thicker APA rated underlayment panels be installed over these types of subfloors.

CONCRETE

- a. New or existing concrete subfloors must meet the guidelines of the latest edition of ACI 302 and ASTM F 710, “Standard Practice for Preparing Concrete Floors to Receive Resilient Flooring”.
- b. On or below-grade slabs must have an effective vapor retarder directly under the slab.
- c. Wet curing 7 days is the preferred method for curing new concrete.
- d. Curing compounds (DO NOT USE). If present they can interfere with the bond of the adhesive to the concrete.
- e. Remove curing compounds 28 days after placement, so concrete can begin drying.
- f. Concrete floors shall be flat 3/16" in 10 ft.
- g. F-Number System: Overall values of FF 36/FL 20 may be appropriate for resilient floor coverings.
- h. Adhesive Moisture vapor emission may not exceed 87% RH (Shaw 4100) or 90% (Shaw S150).

LIGHTWEIGHT CONCRETE

All recommendations and guarantees as to the suitability and performance of lightweight concrete under resilient flooring are the responsibility of the lightweight concrete manufacturer. The installer of the lightweight product may be required to be authorized or certified by the manufacturer. Correct on-site mixing ratios and properly functioning pumping equipment are critical. To ensure proper mixture, slump testing is recommended.

- a. Lightweight aggregate concretes having densities greater than 90 lbs. per cubic foot may be acceptable under resilient flooring.
- b. Concrete slabs with heavy static and/or dynamic loads should be designed with higher strengths and densities to accommodate such loads.
- c. Surface must be permanently dry, clean, smooth, and free of all dust and structurally sound.

WARNING! DO NOT SAND, DRY SWEEP, DRY SCRAPE, DRILL, SAW, BEADBLAST OR MECHANICALLY CHIP OR PULVERIZE EXISTING RESILIENT FLOORING, BACKING, LINING FELT, ASPHALTIC “CUTBACK” ADHESIVES OR OTHER ADHESIVES.

These products may contain either asbestos fibers and/or crystalline silica. Avoid creating dust. Inhalation of such dust is a cancer and respiratory tract hazard. Smoking by individuals exposed to asbestos fibers greatly increases the risk of serious bodily harm.

Unless positively certain that the product is a non-asbestos-containing material, you must presume it contains asbestos. Regulations may require that the material be tested to determine asbestos content and may govern the removal and disposal of material.

See current edition of the Resilient Floor Covering Institute (RFCI) publication Recommended Work Practices for Removal of Resilient Floor Coverings for detailed information and instructions on removing all resilient covering structures. For current information go to www.rfci.com

RESILIENT FLOOR COVERING

- a. Must be single layered, non-cushion backed, fully adhered and smooth.
- b. Show no signs of moisture or alkaline.
- c. Waxes, polishes, grease and grime must be removed.
- d. Cuts, cracks, gouges, dents and other irregularities in the existing floor covering must be repaired or replaced.

NOTE: THE RESPONSIBILITY OF DETERMINING IF THE EXISTING FLOORING IS SUITABLE TO BE INSTALLED OVER RESTS SOLELY WITH INSTALLER/FLOORING CONTRACTOR ON SITE. IF THERE IS ANY DOUBT AS TO SUITABILITY, THE EXISTING FLOORING SHOULD BE REMOVED OR AN ACCEPTABLE UNDERLAYMENT INSTALLED OVER IT. INSTALLATIONS OVER EXISTING RESILIENT FLOORING MAY BE MORE SUSCEPTIBLE TO INDENTATION.

POURED FLOORS (Epoxy, Polymeric, Seamless)

- a. Must be totally cured and well bonded to the concrete.
- b. Must be free of any residual solvents and petroleum derivatives.
- c. Waxes, polishes, grease and grime must be removed.
- d. Cuts, cracks, gouges, dents and other irregularities in the existing floor covering must be repaired or replaced.
- e. Texture must be smooth.
- f. Show no signs of moisture or alkaline.

OLD ADHESIVE RESIDUE

- a. If the adhesive residue is asphalt-based (cut-back) or any other type of adhesive is present, it must be dealt with in one of two ways:
 - It may be mechanically removed such as: bead blasting or scarifying;
 - A self-leveling Portland based underlayment may be applied over it. Check with the underlayment manufacturer for suitability, application instructions and warranties.
- b. Never use solvents or citrus adhesive removers to remove old adhesive residue. Solvent residue left in and on the sub-floor may affect the new adhesive and the new floor covering.

WARNING!

WARNING REGARDING COMPLETE ADHESIVE REMOVAL: SOME SOLVENT BASED 'CUT-BACK' ASPHALT-BASED ADHESIVES MAY CONTAIN ASBESTOS FIBERS THAT ARE NOT READILY IDENTIFIABLE. DO NOT USE POWER DEVICES, WHICH CAN CREATE ASBESTOS DUST IN REMOVING THESE ADHESIVES. THE INHALATION OF ASBESTOS DUST MAY CAUSE ASBESTOSIS OR OTHER SERIOUS BODILY HARM.

5. SHAW ADHESIVES

Shaw recommends the use of Shaw 4100 Adhesive, S150 Universal Aerosol Adhesive or equivalent

SHAW 4100 – solvent free sheet, plank, tile and Rexcourt adhesive.

Shaw 4100 solvent free adhesive is an installer friendly, premium high strength (non-staining) acrylic adhesive, designed to permanently install SHAW flooring. SHAW 4100 may be used on all grades of concrete on above or below grade in the absence of excess moisture, as well as suspended approved wood floors. SHAW 4100 may also be used for installing over existing, non-cushioned resilient flooring that has been prepared according to manufacturer's recommended methods. SHAW 4100 is non-flammable, water (87% RH) and alkali (10 pH) resistant and freeze-thaw stable. SHAW 4100 has excellent resistance to plasticizer migration and sets to a tough permanent bond. Zero (calculated) VOC's. CRI Green Label Plus Approved. SHAW 4100 must be used to receive Shaw's exclusive 5 year under bed warranty.

SHAW S150 – universal aerosol spray adhesive.

Shaw S150 aerosol spray adhesive is a water-based aerosol adhesive recommended for installations of vinyl sheet, plank and tiles, vinyl composition tile or cove base over porous and non-porous substrates. It can be used in occupied buildings and greatly reduces the handling and application requirements associated with conventional adhesives. SHAW S150 demonstrates highly aggressive grab and shear strength, and has outstanding water (90% RH) and plasticizer resistance. The spray application eliminates the need for trowels and rollers. Zero (calculated) VOC's. CRI Green Label Plus Approved. SHAW S150 must be used to receive Shaw's exclusive 5 year under bed warranty.

6. INSTALLING RESILIENT SHEET VINYL PRODUCTS

Chordinates, Naturelife, Biolife

General:

- a. Ensure that moisture tests have been conducted and that the results do not exceed 87% In-Situ relative humidity (Shaw 4100 Adhesive) or 90% In-Situ relative humidity (Shaw S150 Spray Adhesive) when tested according to ASTM F 2170.
- b. pH of concrete sub-floor surface is no greater than 10.
- c. The permanent HVAC system turned on and set to a minimum of 68°F (20°C) for a minimum of 72 hours prior to, during and after installation. After the installation, the temperature should not exceed 100°F.
- d. Flooring material and adhesive must be acclimated to the installation area for a minimum of 48 hours prior to installation.
- e. Use only Shaw approved flooring adhesives.
- f. Use a 1/32" deep x 1/16" wide x 1/32" apart (U) notch trowel only, unless using S150 Spray Adhesive.
- g. Material should always be visually inspected prior to installations. Any material installed with visual defects will not be considered a legitimate claim as it pertains to labor cost.**
- h. Shaw's sheet products are dimensionally stable. They will not shrink or compress. If cut too full, it may result in a bubble.
- i. Install all cuts and rolls in consecutive sequence.
- j. Chordinates **ChromaTones** – Do **not** reverse sheets for seaming, Chordinates **BassTones** – Reverse sheets for seaming.

- k. **Naturelife Wood** – Do **not** reverse sheets for seaming.
- l. **Biolife** – Reverse sheets for seaming.
- m. **Ensure that all recommendations for sub-floor and jobsite conditions are met prior to beginning the installation. Once the installation has started, you have accepted these conditions.**

CUTTING AND FITTING SHEETS:

In most cases, a qualified installer will be able to freehand knife the material in areas where base or trim moldings will be installed after the installation is completed.

- a. Chordinates ChromaTones and Naturelife Wood – Do not reverse sheets for seaming.
- b. Biolife and Chordinates BaseTones – Reverse sheets for seaming.
- c. Cut the required length off the roll, including enough to run up the wall 2" at either end.
- d. Push the length of the sheet as close to the starting wall as possible, letting the extra length run up the wall at the far end.
- e. Set the scribes to a minimum of 3/8" more than the greatest distance between the wall and the flooring material.
Freehand knife or scribe the shape of the wall onto the flooring.
- f. Push the fitted sheet lightly against the wall.
- g. Continue freehand knifing around the room.

Flash Cove Installations

- a. Flash coving is an extension of the sheet flooring up the wall to form a wall base.
- b. Seams in the flash coved areas should be treated the same as seams throughout the rest of the installation.
- c. 4"–6" flash coving is common. For all heights in excess of 6" check applicable local building codes.
- d. Use adhesive in flash coved areas. Use a brush or roller to apply adhesive to the wall and cove stick area.
- e. Adhesive must be allowed some open time, usually about 10–15 minutes.
- f. **After fitting material into adhesive, use a hand roller to assure contact with the adhesive.**

Seaming

Seams may be cut by either overlap and double cut or by straight edging or edge trimming one side, and recess scribing the second sheet.

- 1. Recess scribe method – On non-patterned material, trim approximately 1/2" off one salvage edge of seam with a straightedge and sharp knife or edge trimmer. Cut second sheet with proper extra length. Position second sheet with a 1/2"–1" overlap over first sheet at the seam. Set recess scribes so that the seam will have a slight gap, about half the thickness of a razor blade. If cut too full, it will result in bubbles or ridges. Recess scribe seam. Repeat for as many sheets as necessary to complete the area. Sheets should be installed that day.
- 2. Double cut method – Overlap the salvage edges to align the pattern width and length. On Naturelife wood look align the bevel edge of the planks. Place a 4" wide scrap of material under the seam area. Place a straight edge directly over the beveled edge of the plank, and using a new razor blade, hold the knife straight up and down and cut through both pieces in one cut.
 - a. Lap back all overlapped sheets as one, half way back.
 - b. Do Not back roll vinyl backed floorings.
 - c. Do Not seam factory edges.
 - d. Do Not straight edge and seam, or edge trim and seam.
 - e. Snap white chalk lines along areas where adhesive will be spread to ensure an even and straight line of adhesive.
 - f. Spread adhesive with proper notched trowel over entire area. Be very careful not to leave any adhesive ridges or puddles.

NOTE: THE SUB-FLOOR POROSITY AND ROOM CONDITIONS (TEMPERATURE, HUMIDITY, ETC.) CAN AFFECT THE WORKING TIME OF THE ADHESIVE.

- g. Push lapped flooring from the fold into adhesive, working toward the wall. DO NOT FLOP MATERIAL IN—air will be trapped, causing bubbles.
- h. Roll floor with a minimum 100 lb. roller in both directions. Roll across width first, then along length.

NOTE: TO ENSURE PROPER BONDING OF THE MATERIAL, IT IS RECOMMENDED TO ROLL IN THE MATERIAL NEXT TO THE WALLS WITH A HAND SEAM ROLLER.

- i. After material has been laid into the adhesive, recess scribe the seams using either the scribe blade or scribe pin. Hold the knife blade straight up and down to make final cut. DO NOT UNDERCUT.

NOTE: SET RECESS SCRIBES SO THAT THE SEAM WILL HAVE A SLIGHT GAP, ABOUT HALF THE THICKNESS OF A RAZOR BLADE. IF CUT TOO FULL, IT WILL RESULT IN BUBBLES OR RIDGES.

- j. Roll the seam with a hand roller.
- k. Repeat the same procedure for additional seams in the room.
- l. Heat welding Shaw sheet flooring is always recommended.
- m. Heat weld seams the following day. See heat weld instructions.

HEAT WELDING

- a. Heat welding is the recommended procedure for Biolife, Chordinates and Naturelife seams, coving and corner fill pieces. Professionally heat welded seams provide a strong, watertight, hygienic, monolithic surface.
- b. The welding rod (4 mm) is designed to melt at the same temperature as the sheet flooring, permanently thermally fusing the two together.
- c. Heat welding should be done after the flooring adhesive has set up, usually the following day unless using S150 Spray Adhesive which allows for heat welding after one hour of installation.
- d. Seam edges should be slightly gapped and vertical. Wide gapped or undercut seams will prevent quality welds.
- e. The depth of the groove should be 1/2 to 2/3 the thickness of the material. Be careful not to go too deep. The groove must also be centered along the two edges. This is very important to ensure proper strength and bonding of the welding rod.
- f. Clean grooves thoroughly of all foreign contamination, including dust.
- g. Use only professional quality welding equipment that will maintain sufficient temperatures. Many types, sizes and styles of welding tips are available today. A tip must be chosen to produce a quality weld without damaging the appearance of the sheet vinyl.
- h. Preheat welding gun before beginning. Temperature should be set approximately 750°F.
Practice on a scrap piece to fine tune temperature and pace for type of substrate and site conditions. Long extension cords may affect welding temperature settings.
- i. Determine the correct welding speed by ensuring that the welding rod actually fuses into the groove. A small ridge must form on either side of the welding rod, at the vinyl surface. If no ridge forms, you have not heat welded the seam.
- j. While the welding rod is still warm, trim off 1/2–2/3 the excess rod with a spatula knife and trim plate in one continuous movement.
- k. After the rod has cooled to room temperature, make the final trim pass using only a razor sharp spatula knife in one continuous movement.
- l. Apply a glaze to the surface of the trimmed weld. Remove the tip from the welding gun. Hold the gun a few inches above the welded seam and apply hot air along the seam until the surface of the weld rod begins to shine. The glazed seam will be less porous, smoother, and less noticeable.

CHEMICAL WELD

- a. Ensure seam is completely clean and dry.
- b. Pour entire contents of sealer into applicator bottle and allow any air bubbles to dissipate.
- c. Insert the tip of the applicator down into the seam. Pull back at a steady pace applying a constant pressure on the bottle, applying enough sealer to seal the edges of the sheet and leaving a small bead (1/8") of sealer on the surface of the seam.
- d. Keep all traffic off the seam for a minimum of 24 hours.

7. INSTALLING RESILIENT TILE & PLANK PRODUCTS

Native Origins, Uncommon Ground, Crete, Jeogori

General

- a. Ensure that moisture tests have been conducted and that the results do not exceed 87% (Shaw 4100 Adhesive) or 90% (when using Shaw S150 Adhesive) In-Situ relative humidity when tested according to ASTM F 2170.
- b. pH of concrete sub-floor is not greater than 10.
- c. The permanent HVAC system is turned on and set to a minimum of 68°F (20°C) for a minimum of 72 hours prior to, during and after installation. After the installations, the maximum temperature should not exceed 100°F.
- d. Do not stack more than 5 cartons high.
- e. Flooring material and adhesive must be acclimated to the installation area for a minimum of 48 hours prior to installation.
- f. Use a 1/32" deep x 1/16" wide x 1/32" apart (U) notch trowel only (unless using S150 Spray Adhesive where no trowel is required).
- g. Material should always be visually inspected prior to installation. Any material installed with visual defects will not be considered a legitimate claim as it pertains to labor cost.
- h. Make sure all material is from the same batch number. Install tiles running in same direction (arrows are on back of tile). Ensure that all recommendations for sub-floor and jobsite conditions are met prior to beginning the installation. Directional designs are optional, however, once the installation is started, you have accepted those conditions.

LAYOUT AND INSTALLATION

- a. Shaw tile and plank – Install using conventional tile and plank installation techniques. Plank products should have a minimum of 6–8" seam stagger.
- b. Carefully determining where to begin tile or plank installations produces professional looking results.
- c. It is customary to center rooms and hallways so borders are not less than half a tile or plank.
- d. In hallways and small spaces, it may be simpler to work lengthwise from one end using a center reference line as a guide.
- e. Make sure cut edges are always against the wall.

ADHESIVE APPLICATION

- a. Use SHAW 4100 adhesive or equivalent and a 1/32" deep x 1/16" wide x 1/32" apart (U) notch trowel. Follow the directions on the adhesive label. After placing the material into the adhesive, roll in both directions with a minimum 100 lb roller.
- b. Use SHAW S150 Spray Adhesive by holding can at regular arms length and pressing nozzle. No trowel is required and product should be rolled with a 75 lb–100 lb roller.

8. MAINTENANCE

When performing any wet maintenance, always use wet floor signs.

Newly Installed Floor Care

- a. Keep all foot traffic off the new floor for 12 hours. When using S150 Spray Adhesive, material can be walked on immediately.
- b. Keep furniture, fixtures and rolling traffic off the new floor for 36 hours when using Shaw 4100; when using S150 Spray, avoid rolling traffic for 24 hours.
- c. Remove adhesive residue with a clean white cloth dampened with mineral spirits.
- d. Use 1/4" or thicker plywood to protect the surface when moving heavy objects across the new floor.
- e. Lightly damp mop the floor as needed.
- f. Wait 4 days before wet washing and scrubbing the new floor.

Initial Maintenance

- a. Sweep, vacuum or dust mop to remove dirt and grit.
- b. If needed, add neutral cleaner to cool water following the manufacturer's instructions.
- c. Scrub with a low-rpm machine or auto scrubber. Use a red pad or brush.
- d. Never use brown or black pads (too aggressive and can damage the product)
- e. Remove the cleaning solution with a wet-dry vacuum or auto scrubber until the floor is dry.
- f. Rinse the floor with clean water. Repeat the rinse process if necessary to remove all haze.

Routine Maintenance

- a. Sweep, vacuum or dust mop to remove dirt and grit.
- b. Add neutral pH cleaner to cool water following the manufacturer's instructions.
- c. As needed, scrub with a low-rpm machine or auto scrubber to retain appearance. Use a red (light scrubbing) pad and neutral cleaner following the manufacturer's instructions.

Preventative Floor Care

- a. Use walk-off mats that are as wide as the doorway and long enough for soil load and weather conditions.
- b. Use mats with a non-staining backing.
- c. Floor protectors should be used on all furniture legs.
- d. The surface area of the floor protectors should be no less than 1" in diameter.

For a list of recommended maintenance products contact Shaw Inforum: 1-877-502-7429

9. LIMITED WARRANTY

Shaw warrants its sheet, tile and welding rods to be free from manufacturing defects for ten years from the date of purchase.

Shaw does not warrant installers' workmanship. Workmanship errors should be addressed to the contractor who installed the floor. Your Shaw commercial floor should be professionally installed by contractors who have demonstrated expertise in installing commercial floors

For complete warranty information, limitations and terms and conditions please call Shaw Inforum: 1-877-502-7429.



DUE: 2:00 p.m., Monday, May 19, 2014
PROPOSAL: BID 9782 Floor Replacement Terrace Café Athens High School

PROPOSAL FORM

We propose to furnish, deliver, remove existing and install new Flooring Material for the Terrace Café at Athens High School for Troy Schools in accordance with the specifications:

Grand Total \$ _____

BIDDER'S FIRM NAME _____

ADDRESS _____

CITY/STATE _____ ZIP _____

TELEPHONE NUMBER _____ FAX # _____

SIGNED BY _____ TITLE _____

TYPED NAME _____ DATE _____

E-MAIL ADDRESS _____

SWORN AND NOTARIZED FAMILIAL DISCLOSURE STATEMENT

All Vendor/Contractor(s) submitting proposals must provide familial disclosure and attach this information to the proposal. The proposal will be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or key employee of the vendor submitting a proposal and any member of the Troy School Board or the Troy School Superintendent. The District will not accept a proposal that does not include this sworn and notarized disclosure statement.

The members of Troy School Board are: Nancy Philippart, Todd Miletti, Paula Fleming, Ida Edmunds, Wendy Underwood, Gary Hauff and Karl Schmidt. The Troy Schools Superintendent is Dr. Barbara Fowler.

The following are the familial relationship(s):

	<u>Owner/Employee Name</u>	<u>Related to:</u>	<u>Relationship</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

Attach additional pages if necessary to disclose familial relationships.

There is no familial relationship that exists between the owner or key employee of the Vendor/Contractor(s) submitting a proposal and any member of the Troy School Board, or the Troy Schools Superintendent.

INDIVIDUAL/FIRM NAME _____

BY (SIGNATURE) _____

PRINTED NAME AND TITLE _____

Subscribed and sworn before me, this _____

Seal:

day of _____, 20 ____, a Notary Public

in and for _____ County, _____

 (Signature)
 NOTARY PUBLIC

My Commission expires _____

CERTIFICATION OF COMPLIANCE – IRAN ECONOMIC SANCTIONS ACT

Michigan Public Act No. 517 of 2012

The undersigned, the owner, or authorized officer of the below-named Company, pursuant to the compliance certification requirement provided in Troy School District’s Request For Proposal, the “RFP”, hereby certifies, represents, and warrants that the Company and its officers, directors and employees, is not an “Iran Linked Business” within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012 (the “Act”), and that in the event the Company is awarded a contract by Troy School District as a result of the aforementioned RFP, the Company is not and will not become an “Iran Linked Business” at any time during the course of performing any services under the contract.

The Company further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or two (2) times the amount of the contract or proposed contract for which the false certification was made, whichever is greater, the cost of Troy School District’s investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on a request for proposal for three (3) years from the date the it is determined that the person has submitted the false certification.

NAME OF COMPANY

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

SIGNATURE

DATE

Acceptance of Proposal

The undersigned agrees to execute a Contract for work covered by this Proposal provided that he is notified of its acceptance within thirty days after the opening of the Proposal.

It is agreed that this bid will not be withdrawn until after forty-five (45) days after receipt of bids.

The undersigned affirms that the bid was developed without any collusion, undertaking, or agreement, either directly or indirectly, with any other bidder(s) to maintain the prices of indicated work or prevent any other bidder(s) from bidding the work.

BIDDER'S FIRM NAME _____

BUSINESS ADDRESS _____

TELEPHONE NUMBER _____

FAX NUMBER _____

BY (SIGNATURE) _____

PRINTED NAME _____

TITLE _____

SIGNED THIS _____ DAY OF _____, 20 _____

E-MAIL ADDRESS _____