

INVITATION TO BID
AND
SPECIFICATIONS
FOR
GYM FLOOR FINISHING

OLDHAM COUNTY BOARD OF EDUCATION
1900 BUTTON LANE
LAGRANGE, KENTUCKY 40031

BID DEADLINE: December 1, 2025

TIME DEADLINE: 2:30 P.M. E.D.T.

BIDS TO THE OFFICE OF: Stu Martin
Plant & Operations Manager
Oldham County Schools Administration Annex Building
1900 Button Lane
LaGrange, Kentucky
502-222-3777 Ext 107

OLDHAM COUNTY BOARD OF EDUCATION
6165 WEST HWY. 146
CRESTWOOD, KENTUCKY 40014

OLDHAM COUNTY BOARD OF EDUCATION
1900 BUTTON LANE
LAGRANGE, KENTUCKY 40031

INVITATION TO BID

GYM FLOOR REFINISHING

The Oldham County Board of Education invites you to bid on Gym Floor Refinishing for the FY26.

CONDITIONS OF BIDDING

A. BID DATE

Bids will be received in the office of the Plant & Operations Manager, Oldham County Schools Administration Annex Building, 1900 Button Lane, Lagrange, Kentucky 40031, Attention: Stu Martin, **until 2:30 P.M. E.D.T.** through December 1, 2025. All bids must be received by the time designated above. **ANY BID RECEIVED AFTER THIS TIME WILL NOT BE CONSIDERED.** Bids will be opened in Room 107 of the Administrative Annex.

Bids shall specify the total price for the services, along with detail of the charges by School. No immediate decision shall be rendered concerning the proposals submitted. Bids will be evaluated and a contract will be approved for the successful bidder at the December 15, 2025 Board Meeting.

B. Awarding the Contract

No bid shall be withdrawn for a period of sixty (60) days after scheduled closing time.

After the bids have been tabulated and studied, agents and/or company representatives may be interviewed by the Director of Facilities or Plant & Operations Manager concerning their bid.

The Board will give formal consideration to these bids, after the bid tabulation, at the next Board meeting and reserves the right to accept or reject any and all bids. The selection process will be based on the "lowest and/or best bid" basis, including past experience of bidders in providing services to Kentucky School Districts, the ability to deliver services on a pre-determined schedule, the overall quality/scope of work.

The Oldham County Board of Education reserves the right to waive defects and informalities in proposals, to reject any or all proposals, or to accept any proposal as may deemed to its interest and to award by item, combination of items or lot.

The Oldham County Board of Education reserves the right to delete or add quantities of gym floor refinishing based on the bid prices.

C. Specifications

General conditions and specifications are attached.

This contract will be for the 2026 fiscal school year with the option to renew at the beginning of each year for four (4) additional years, provided such renewal is mutually agreeable to both parties. Agreement concerning renewal shall be reached thirty (30) days prior to expiration date.

D. Procedure for Refinishing Gym Floors:

1. Remove all soil. Wear non-marking soft-soled “gym” shoes. Check for and remove any wax, gum, or other substances from floor before proceeding.
2. Remove/protect all floor covers and devices for electrical boxes, volleyball standards, or other similar equipment to protect finishes from damage during screening or finishing.
3. Screen entire floor with medium (120) grit screen until floor is uniformly dull. Remove ALL swirl marks caused by medium screens using 3M Scotch Brite Surface Prep (maroon) pads. Floor area should be uniformly dull. Caution must be taken to screen all edges and corners using hand equipment if necessary.
4. Thoroughly clean floor area by vacuuming dust in all areas, including under bleachers, in doorways, and all areas adjacent to work area.
5. Using dampened Turkish towels tightly wrung out, tack floors with cleaning solvent provided by the winning bidder from a list of acceptable products in Group 3 of Maple Floor Manufacturers Association (MFMA). Repeat tacking until floor is dust-free.
6. Allow floor to completely dry.
7. Inspect floor making sure all areas are uniformly dull. Suspect areas should be rescreened and steps 3-6 should be repeated.
8. Apply one coat of floor finish with lambs wool applicator.
9. Block and place signage at ALL gym entrances and insure all doors are locked prior to leaving for the day. Notify school staff of time frame required, per floor finish manufacturer, to stay off refinished floor until product has fully cured and traffic can be allowed back on floor.
10. Custodial staff at each site shall be instructed and provided written instructions for floor care and maintenance including floor products to clean and maintain the coefficient of friction on the surface.
11. All areas shall be left clean and free of debris. Any spills and trash left in preparation and staging areas shall be thoroughly cleaned and trash disposed of properly.
12. Remove all masking and debris. Replace any covers and equipment that may have been removed back to its proper location.

E. Finish:

1. The Oldham County Board of Education may elect to furnish “Hillyard 450 Gym Finish” (or Equal). The winning bidder may be asked to provide pricing, separate from this proposal, for the above and/or approved equal finish. The finish provided by the winning bidder must be selected from the list of acceptable products in Group 3 of Maple Floor Manufacturers Association (MFMA) and comply with specifications provided by Group 3 gymnasium finishes. The finish type is included for informational purposes only. All other supplies and equipment are the responsibility of the contractor.
2. No claims for additional time or payment due to finish properties will be considered after the bid date.

F. Certification and Qualifications of Tradesmen:

1. Finishers shall be required to possess skills in the trade to provide a quality finish and be knowledgeable in the application of floor finishes.
2. Bidders will be required upon request to provide documentation of the experience and qualifications of the workers assigned to this project.

G. Equipment and Supplies:

The winning bidder shall provide all equipment, tools, and supplies required to perform the work. The owner may provide the floor finish or ask the winning bidder to price, separately from this agreement, an approved floor finish. Cleaning solvent is to be provided by the winning bidder and is to be an approved cleaning solvent.

H. Scheduling of Work:

The contractor shall be required to schedule the work according to the schedule preferred by Stu Martin, Plant & Operations Manager, 502-222-3777 ext. 107. Depending upon the summer activity schedule at each school, this may require work to be completed during evening hours, weekends, or holidays. All work must be completed before the start of school. All High School and Middle School floors shall be started and completed during the designated KHSAA "Dead Period" for that year. This is usually late June through early July.

I. Payment:

Payment will be made lump sum upon final completion and acceptance of the work, upon board approval.

GYM FLOOR REFINISHING

GENERAL CONDITIONS AND SPECIFICATIONS

A. Scope of Work

The Contractor shall furnish all materials, labor, and equipment for Scrubbing and re-coating the following gym floors:

EVEN YEAR SCHEDULE

<u>School</u>	<u>Square Feet</u>
North Oldham High School (Main Gym)	11,013
North Oldham High School (Auxiliary)	9,165
Oldham County High School (Bldg. #1)	9,118
*South Oldham High School (Main Gym)	8,736
North Oldham Middle School	9,317
Centerfield Elementary	5,365
Crestwood Elementary	5,993
Goshen Elementary at Hillcrest	5,600
Harmony Elementary	5,988
Kenwood Station Elementary	6,009
LaGrange Elementary School	<u>6,298</u>
Total Square Feet	<u>82,602</u>

ODD YEAR SCHEDULE

<u>School</u>	<u>Square Feet</u>
North Oldham High School (Main Gym)	11,013
Oldham County High School (Bldg. #1)	9,118
*South Oldham High School (Main Gym)	8,736
*South Oldham High School (Auditorium)	4,185
*East Oldham Middle School	9,964
Oldham County Middle School	7,110
South Oldham Middle School	8,010
Buckner Elementary	5,460
Locust Grove Elementary	<u>5,830</u>
Total Square Feet	<u>69,426</u>

*Use water-based floor finish

**LaGrange Elementary and Camden Station Elementary stage floors get refinished every 6 years. Both are due to be refinished again in 2030.

***OCHS's new gymnasium has an expected completion date of Fall 2026. Square footage will be 14,566 SF.

B. Job Conditions

Contractors must examine the conditions under which the work is to be done. Notify Owner in writing of conditions detrimental to the proper and timely completion of the work. Do not proceed with the work until satisfactory conditions have been corrected in a manner acceptable to the Owner.

All bidders may visit and examine the sites, before submitting proposals, to satisfy themselves as to the nature and extent of the work involved and any difficulties attending its execution. Bidders may contact Stu Martin, Plant & Operations Manager, 502-222-3777 ext. 107 to make necessary arrangements for visiting the site. Later claim for labor, materials, or equipment required or difficulties encountered, which could have been foreseen had such an examination been, made, will not be recognized.

Work under this contract shall be conducted to insure safe passage of persons and from facilities and provide signage, barricades, and other protective devices as necessary to safeguard persons and property. Proof of insurance will be required.

It shall be called to the bidders' attention that the Oldham County School District is a tax exempt entity and that bid quotations should be made less Kentucky state sales tax.