

Request for Quotes for Flooring at the Old Train Depot

101 Bouthillier Street, Galena

November 7, 2017 Issue Date

Instructions & General Information

The City of Galena is requesting quotes for repairs and painting of the Depot, 101 Bouthillier Street, Galena, Illinois, as detailed below and available at www.cityofgalena.org under Departments/Engineering/Bid Documents.

Scope of Project

The City of Galena is requesting quotes to complete the work detailed below. The work involves providing and installing new carpet and vinyl flooring on the first and second floors of the Train Depot. All work to be in accordance with the latest versions of the International Building Code, Standard General Conditions of the Construction Contract and City Specifications

Conditions

1. All Work performed under this contract shall be subject to compliance with the Illinois Prevailing Wage Act, including the latest revisions and the Illinois Preference Act. Contractors are required to submit certified copies of their payroll.
2. The City of Galena shall be exempt from any liability for loss incurred by unsuccessful bidders in preparation for this proposal.
3. The City shall receive sealed quotes to complete the proposed work until:
10:00 AM, Tuesday, November 21, 2017.
4. The City of Galena will make payment within thirty (60) days after acceptance of the completed work and must be coordinated with other trades working in the building.
5. The City of Galena reserves the right to reject any or all quotes.
6. Contractors must comply with Drug Free Workplace Act (Source: P.A. 86-1459).
7. Questions concerning the project or arranging a site visit with City Staff should be directed to: Janelle Keeffer, Facilities Manager, at 815-777-1050 or jkeffer@cityofgalena.org
8. There will be no permit fee associated with this project.
9. **Work shall be completed by April 1, 2018, unless extended for other project delays, and must be coordinated with other trades.**

Specifications

1. Provide and install new carpet in the five offices on the second floor of the Depot. Old carpet has already been removed. Tack strips are still in place, but contractor should evaluate the need for replacing any damaged sections or adding sections. New carpet to meet the following specifications. The bidder may propose a comparable model. The City reserves the right to reject any comparable model.
 - a. Pad: ½ inch felt
 - b. Carpet: Mohawk Naturally Elegant SmartStrand Silk Forever Clean, Color—Deep Slate.

2. Provide and install new LVT plank flooring in the breakroom in the northwest corner of the first floor, the hallways on the second floor, the breakroom on the east side of the second floor and the bathroom on the second floor. New vinyl and underlayments to meet the following specifications. The bidder may propose a comparable model of LVT. The City reserves the right to reject any comparable model.
 - a. Base underlayment: ¼ plywood underlayment (installed on top of current wood floors)
 - b. Second underlayment: Armstrong Quite Comfort luxury floor underlayment, 2mm (installed on top of new plywood underlayment)
 - c. LVT floor: Armstrong, Limed Oak, LVT 8mm thickness with .5mm wear layer, Color—Chateau Gray (A6414).

3. Not more than 3/16" change in finished floor level over 10 feet span. Leveling and/or reducing floor level in some areas may be required.

4. All materials to be installed according to manufacturer's specifications.

General

1. Contractor is responsible for providing access to all work areas in accordance with recognized health and safety requirements.
2. Contractor is responsible for all clean-up at the end of the project and will ensure that all excess materials are removed from the site.
3. Please complete the following table to submit your quote for the specified materials and labor.

QUOTE for Materials and Labor

#	ITEM	PRODUCT NAME AND COLOR	SQUARE FEET	AMOUNT \$
1	Provide and install new carpet in five second floor offices.			
2	Provide and install ½ inch felt carpet pad			
3	Provide and install new vinyl flooring in first floor breakroom, second floor hallways, second floor breakroom and second floor bathroom.			
4	Provide and install Armstrong Quite Comfort luxury floor underlayment, 2mm thickness, in first floor breakroom, second floor hallways, second floor breakroom and second floor bathroom.			
5	Provide and install ¼ inch plywood underlayment in first floor breakroom, second floor hallways, second floor breakroom and second floor bathroom.			
	TOTAL COST			

All work to be completed in accordance with specifications described in this request for quotes. **The contractor is required to visit the property to view the proposed work to determine the extent and nature of the listed work items.**

Please contact Janelle Keeffer at 815-777-1050 or jkeeffe@cityofgalena.org to arrange viewing of the property.

Respectfully submitted:

_____	_____
Company	Date
_____	_____
Title	Signature

Address	

APPROVED BY CITY OF GALENA

_____	_____
Signature	Date