

**STATE OF IDAHO**  
**DEPARTMENT OF LANDS**



**CARPET & INSTALLATION**  
**REQUEST FOR QUOTE NO. 21-0212**  
**DUE BEFORE 3:00:00 P.M. PACIFIC TIME (P.T.) on JANUARY 31, 2021**

## **REQUEST FOR QUOTE AND INSTRUCTIONS**

Quotes will be received by the Idaho Department of Lands for the following:

**DELIVERY LOCATION:**  
**CARPET & INSTALLATION**  
Idaho Department of Lands  
Kootenai Valley Forest Protection District  
6327 Main  
Bonners Ferry, ID 83805

### **INSTRUCTIONS**

All price quotes must be entered on the attached Schedule A. The signed Schedule A shall be Electronically Submitted to the Email listed below. IDL shall award the Purchase Order to the qualified Supplier submitting the lowest responsible and responsive quote. **TOTAL PRICE** will be the basis for award.

IDL reserves the right to enter negotiations in accordance with IDL Procurement Policy #13.

### **SITE VISIT**

A pre-bid site visit will be held at 11:00 AM P.T. on Thursday, January 14, 2021 6327 Main Bonners Ferry, ID 83805. While attendance is not mandatory, interested vendors are encouraged to attend and participate.

- Please note that all individuals attending this site visit will be required to follow Covid-19 Business Protocols. This includes maintaining a six feet of physical distance from other individuals and if a six-foot distance cannot be maintained, cloth face coverings must be worn. Cloth face coverings are required at all times when inside buildings.

### **QUOTE DEADLINE AND ELECTRONIC DELIVERY REQUIREMENTS**

Quotes must be received **before 3:00:00 P.M. P.T. on January 31, 2021**. IDL is not responsible for delayed delivery of electronically submitted quotes. The date and time of electronically received quotes, to the IDL email address listed below, will be used to determine if electronically submitted quotes were received by the due date and time specified. If you are not able to electronically transmit your quote by email you must call 208-666-8613 and your quote will be recorded over the phone. **Late Quotes will not be accepted. Fax Quotes will not be accepted. Mailed Quotes will not be accepted.**

### **Quote Email Address:**

[mrsande@idl.idaho.gov](mailto:mrsande@idl.idaho.gov)

### **QUESTIONS**

Questions pertaining to this RFQ must be submitted in writing by email to [mrsande@idl.idaho.gov](mailto:mrsande@idl.idaho.gov) The deadline for receiving questions is 1:00:00 P.M., on 1/18/2021. Responses to all questions received will be posted as an addendum on the IDL website at [www.idl.idaho.gov](http://www.idl.idaho.gov) . Verbal questions will not be accepted.

# SCHEDULE A

## STATE OF IDAHO DEPARTMENT OF LANDS REQUEST FOR QUOTE THIS IS NOT AN ORDER

Requisition Number: 21-0212

Date: \_\_\_\_\_

### INSTRUCTIONS:

- Responders will use this form in submitting prices.

Project Location: Idaho Department of Lands  
Kootenai Valley Forest Protection District  
6327 Main  
Bonners Ferry, ID 83805

QUAN.	UNIT	ARTICLES	TOTAL PRICE						
1	LS	<b>CARPET &amp; INSTALLATION</b> Per specifications in the following scope of work The fully burdened price shall be based on the following information: <ul style="list-style-type: none"> <li>- Materials, Labor and Overhead for Install New Carpet and Replace Baseboard</li> <li>- Contractor is responsible for all measurements</li> <li>- Contractor is responsible for all cleanup at the site and disposal of garbage</li> </ul>	\$ _____						
<table border="1"> <thead> <tr> <th>Action</th> <th>Due Date</th> </tr> </thead> <tbody> <tr> <td><i>Request for Quote Responses Due Before:</i></td> <td><i>3:00:00 P.M. P.T. 1/31/2021</i></td> </tr> <tr> <td><i>Completion Required by:</i></td> <td><i>3/15/2021</i></td> </tr> </tbody> </table>				Action	Due Date	<i>Request for Quote Responses Due Before:</i>	<i>3:00:00 P.M. P.T. 1/31/2021</i>	<i>Completion Required by:</i>	<i>3/15/2021</i>
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<i>Completion Required by:</i>	<i>3/15/2021</i>								
Delivery requested <u>per specifications</u>  <b>EMAIL QUOTE TO:</b>  <a href="mailto:mrsande@idl.idaho.gov">mrsande@idl.idaho.gov</a>		We have stated hereon the prices at which <u>we will furnish and at destination named above</u> , the articles or services as specified. Delivery will be made as specified above. Firm _____ Street _____ City _____ State _____ Zip Code _____ Phone _____ Fax _____ E-Mail _____ Taxpayer ID# _____ Signed by _____ Printed Name _____ Title _____							

**IDL CONTRACT No. 21-0212**

**SCOPE OF WORK**

**PROJECT NAME:   INSTALL CARPET**

LOCATION: Kootenai Valley Forest Protection District, 6327 Main, Bonners Ferry, ID 83805

CONTRACTING OFFICER REPRESENTATIVE: Tom Fleer

**PROJECT OVERVIEW:**

The Kootenai Valley Forest Protection District, requires installation of new carpet and baseboard.

**PROJECT REQUIREMENTS FOR CARPET & BASEBOARD INSTALLATION:**

1. Contractor will ensure they meet any and all State trade licensing requirements. All work to be completed will meet all applicable State and Federal laws.
2. Contractor and or sub-contractors will furnish all materials, labor and equipment necessary for work described below.
3. Contractor will cover existing tile floor with commercial grade tile carpet and replace existing mopboard with millwork.
  - a. Replacement must meet minimum requirements: See Exhibit 1
  - b. IDL will select color of carpet and trim from a selection of samples provided by contractor.
  - c. Millwork must be at least 4.5 inches high where mopboard is replaced and of solid wood stained to match existing window trim.
  - d. Contractor is responsible for verifying the accuracy of all measurements
4. Work Coordination: All work performed must be coordinated through the designated Idaho Department of Lands Contracting Officer Representative.
5. Contractor shall be responsible for all permits and permit fees.
6. The Contractor shall remove any materials not utilized in the work upon completion of the job, resulting in the premises being left in a clean and tidy condition.

**SAFETY:**

Contractor shall comply with all applicable local, state, and federal safety regulations including:

- Federal Occupational Safety and Health Administration (OSHA) Standards.
- The Contractor will be solely responsible for safety at the site.

## TILE CARPETING

### PART 1 - GENERAL

#### 1.1 SUMMARY

##### A. Section Includes:

1. Modular carpet tile.

#### 1.2 ACTION SUBMITTALS

##### A. Product Data: For each type of product.

##### B. Samples: For each exposed product and for each color and texture required.

#### 1.3 INFORMATIONAL SUBMITTALS

##### A. Product test reports.

##### B. Sample warranty.

#### 1.4 CLOSEOUT SUBMITTALS

##### A. Maintenance data.

#### 1.5 WARRANTY

##### A. Special Warranty for Carpet Tiles: Manufacturer agrees to repair or replace components of carpet tile installation that fail in materials or workmanship within specified warranty period.

1. Warranty Period: 10 years from date of Substantial Completion.

### PART 2 - PRODUCTS

#### 2.1 CARPET TILE

##### A. Manufacturer : Subject to compliance with requirements, provide products by or equal to one of the following:

1. Mannington Mills, Inc.
2. Mohawk Group (The); Mohawk Carpet, LLC.
3. Patcraft; a division of Shaw Industries, Inc.
4. Shaw Contract Group; a Berkshire Hathaway company.
5. Tandus; a Tarkett company.

- B. Basis of Design: Mannington Exchange Collection. All other carpets must be submitted for approval prior to bid per requirements of Approved Equals. All carpets submitted will be reviewed for conformance to specifications noted herein and color selections available.
- C. Pattern: Transit Modular.
- D. Color: As selected by Architect from manufacturer's full range.
- E. Fiber Content: 100 percent nylon 6, 6.
- F. Fiber Type: Antron Lumena.
- G. Dye Method: Solution.
- H. Pile Characteristic: Patterned loop pile.
- I. Density: 6690.
- J. Pile Thickness: 0.113 for finished carpet tile.
- K. Stitches: 10 per inch.
- L. Gage: 5/64.
- M. Total Weight: 21 oz./sq. yd. for finished carpet tile.
- N. Primary Backing/Backcoating: Manufacturer's standard composite materials.
- O. Backing System: Infinity Modular..
- P. Size: 24 by 24 inches (610 by 610 mm).
- Q. Applied Treatments:
  - 1. Soil-Resistance Treatment: Manufacturer's standard treatment.
  - 2. Antimicrobial Treatment: Manufacturer's standard treatment that protects carpet tiles as follows:
    - a. Antimicrobial Activity: Not less than 2-mm halo of inhibition for gram-positive bacteria, not less than 1-mm halo of inhibition for gram-negative bacteria, and no fungal growth, according to AATCC 174.

## 2.2 INSTALLATION ACCESSORIES

- A. Trowelable Leveling and Patching Compounds: Latex-modified, hydraulic-cement-based formulation provided or recommended by carpet tile manufacturer.
- B. Adhesives: Water-resistant, mildew-resistant, nonstaining, pressure-sensitive type to suit products and subfloor conditions indicated, that comply with flammability requirements for installed carpet tile, and are recommended by carpet tile manufacturer for releasable installation.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Wood Subfloors: Verify that underlayment surface is free of irregularities and substances that may interfere with adhesive bond or show through surface.

### 3.2 PREPARATION

- A. General: Comply with the Carpet and Rug Institute's CRI 104 and with carpet tile manufacturer's written installation instructions for preparing substrates indicated to receive carpet tile.
- B. Use trowelable leveling and patching compounds, according to manufacturer's written instructions, to fill cracks, holes, depressions, and protrusions in substrates. Fill or level cracks, holes and depressions 1/8 inch (3 mm) wide or wider and protrusions more than 1/32 inch (0.8 mm) unless more stringent requirements are required by manufacturer's written instructions.
- C. Broom and vacuum clean substrates to be covered immediately before installing carpet tile.

### 3.3 INSTALLATION

- A. General: Comply with the Carpet and Rug Institute's CRI 104, Section 10, "Carpet Tile," and with carpet tile manufacturer's written installation instructions.
- B. Installation Method: Glue down; install every tile with full-spread, releasable, pressure-sensitive adhesive.
- C. Maintain dye-lot integrity. Do not mix dye lots in same area.
- D. Maintain pile-direction patterns recommended in writing by carpet tile manufacturer.
- E. Cut and fit carpet tile to butt tightly to vertical surfaces, permanent fixtures, and built-in furniture including cabinets, pipes, outlets, edgings, thresholds, and nosings. Bind or seal cut edges as recommended by carpet tile manufacturer.
- F. Extend carpet tile into toe spaces, door reveals, closets, open-bottomed obstructions, removable flanges, alcoves, and similar openings.
- G. Maintain reference markers, holes, and openings that are in place or marked for future cutting by repeating on carpet tile as marked on subfloor. Use nonpermanent nonstaining marking device.
- H. Install pattern parallel to walls and borders.
- I. Protect carpet tile against damage from construction operations and placement of equipment and fixtures during the remainder of construction period. Use protection methods indicated or recommended in writing by carpet tile manufacturer.

## **EXHIBIT 1**

### **CONTRACTOR'S LIABILITY INSURANCE**

**1.1** Contractor shall obtain and maintain insurance at its own expense as required herein for the duration of this Agreement, and comply with all limits, terms and conditions stipulated. Policies shall provide, or be endorse to provide, all required coverage. Contractor shall provide certificates of insurance or certified endorsements as applicable for the insurance required. Contractor shall not commence work under this Agreement until satisfactory evidence of all required insurance is provided to the State.

**1.2** All insurance, except for Workers Compensation, and Professional Liability/Errors and Omissions shall be endorsed to name the State of Idaho, the State Board of Land Commissioners, and the Idaho Department of Lands as Additional Insured.

**1.3** All insurance shall be with insurers rated A-, VII, or better in the latest Bests Rating Guide, and be in good standing and authorized to transact business in Idaho. The coverage provided by such policies shall be primary. Policies may contain deductibles, but such deductibles shall not be deducted from any damages due the State.

**1.4** By requiring insurance herein, the State does not represent that coverage and limits will necessarily be adequate to protect Contractor, and such coverage and limits shall not be deemed as a limitation on Contractor's liability under the indemnities granted to the State.

**1.5** Contractor shall maintain insurance in amounts not less than the following:

**.1 Commercial General and Umbrella Liability Insurance**

Contractor shall maintain commercial general liability (CGL) with a combined single limit of not less than \$1,000,000 each occurrence. The CGL shall be written on standard ISO occurrence form (or a substitute form providing equivalent coverage) and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury, advertising injury, and liability assumed under an insured contract including the tort liability of another assumed in a business contract.

**.2 Automobile Insurance**

The Contractor shall maintain automobile liability insurance which shall provide a minimum \$500,000 combined single limit per occurrence and shall include coverage for owned, non-owned, and hired automobiles.

**.3 Worker's Compensation Insurance**

The Contractor shall maintain worker's compensation insurance in amounts as required by statute in all states in which the Contractor performs work, and employer's liability insurance with a limit of \$100,000 Bodily Injury by Accident each Accident; \$100,000 Bodily Injury by Disease – each employee; and \$500,000 Bodily Injury by Disease – Policy Limit.

**1.6** The Contractor shall require all subcontractors utilized in performance of this Agreement to provide certificates of insurance to the State evidencing insurance coverage with the required additional insured endorsements as set forth in the preceding paragraphs.



## **EXHIBIT 2**

### **INDEMNIFICATION**

a. Contractor shall indemnify, defend, and save harmless the State, its officers, agents, employees, and volunteers from and against any and all liability, claims, damages, losses, expenses, actions, settlements, attorneys' fees, and suits whatsoever caused by, arising out of, or in connection with Contractor's acts or omissions under this Agreement or Contractor's failure to comply with any state or federal statute, law, regulation, or rule.

b. Upon receipt of the State's tender of indemnity and defense, Contractor shall immediately take all reasonable actions necessary, including, but not limited to, providing a legal defense for the State, to begin fulfilling its obligation to indemnify, defend, and save harmless the State. Contractor's indemnification and defense liabilities described herein shall apply regardless of any allegations that a claim or suit is attributable in whole or in part to any act or omission of the State under this Agreement. However, if it is determined by a final judgment that the State's negligent act or omission is the sole proximate cause of a suit or claim, the State shall not be entitled to indemnification from Contractor with respect to such suit or claim, and the State, in its discretion, may reimburse Contractor for reasonable defense costs attributable to the defense provided by any Special Deputy Attorney General appointed pursuant to section c.

c. Any legal defense provided by Contractor to the State under this section must be free of any conflicts of interest, even if retention of separate legal counsel for the State is necessary. Any attorney appointed to represent the State must first qualify as and be appointed by the Attorney General of the State of Idaho as a Special Deputy Attorney General pursuant to Idaho Code Sections 67-1401(13) and 67-1409(1).