

REQUEST FOR PROPOSALS

Item Description: Gymnasium Floor Replacement at Rogers Recreation Center

Date to be opened: February 19, 2019

Issuing Department: Public Property

QUESTIONS

• Please direct questions relative to the bidding process, how to fill out forms, and how to submit a bid (Pages 1-8) to Purchasing Agent Patti Jordan.

o Phone: (401) 680-5264

o Email: pjordan@providenceri.gov

- Please use the subject line "RFP Question"
- Please direct questions relative to the Minority and Women's Business Enterprise Program and the corresponding forms (Pages 9-18) to the MBE/WBE Outreach Director for the City of Providence, Grace Diaz

o Phone: (401) 680-5766

- Email: gdiaz@providenceri.gov
 - Please use subject line "MBE WBE Forms"
- Please direct questions relative to the specifications outlined (beginning on page 19) to the issuing department's subject matter expert:
 - o Al Buco
 - o 401-680-5300
 - o abuco@providenceri.gov

Pre-bid Conference

10:00 AM, Tuesday, February 5, 2019 Rogers Recreation Center, 60 Camden Avenue, Providence



INSTRUCTIONS FOR SUBMISSION

Bids may be submitted up to **2:15 P.M.** on the above meeting date at the **Department of the City Clerk. Room 311, City Hall. 25 Dorrance Street, Providence.** At 2:15 P.M. all bids will be publicly opened and read at the Board of Contract Meeting in the City Council Chambers, on the 3rd floor of City Hall.

- Bidders must submit **2 copies** of their bid in sealed envelopes or packages labeled with the captioned **Item Description** and the **City Department to which the RFP and bid are related**. (On page 1)
- Communications to the Board of Contract and Supply that are not competitive sealed bids (i.e. product information/samples) should have "**NOT A BID**" written on the envelope or wrapper.
- Only use form versions and templates included in this RFP. If you have an old version of a form <u>do not</u> recycle it for use in this bid.
- The bid envelope and information relative to the bid must be addressed to:

Board of Contract and Supply Department of the City Clerk – City Hall, Room 311 25 Dorrance Street Providence, RI 02903

**<u>PLEASE NOTE</u>: This bid may include details regarding information that you will need to provide (such as proof of licenses) to the issuing department before the formalization of an award.

This information is NOT requested to be provided in your initial bid by design.

All bids submitted to the City Clerk become public record. Failure to follow instructions could result in information considered private being posted to the city's Open Meetings Portal and made available as a public record. The City has made a conscious effort to avoid the posting of sensitive information on the City's Open Meetings Portal, by requesting that such sensitive information be submitted to the issuing department only at their request.



BID PACKAGE CHECKLIST

Digital forms are available in the City of Providence Purchasing Department Office or online at http://www.providenceri.gov/purchasing/how-to-submit-a-bid/

The bid package **MUST** include the following, in this order:

- Bid Form 1: Bidder's Blank as the cover page/ 1st page (see page 6 of this document)
- Bid Form 2: Certification of Bidder as 2nd page (see page 7 of this document)
- Certificate Regarding Public Records (see page 8 of this document)
- Forms from the Minority and Women Business Enterprise Program: Based on Bidder Category. See forms and instructions enclosed (pages 9-13) or on: https://www.providenceri.gov/purchasing/minority-women-owned-business-mbewbe-procurement-program/

*Please note: MBE/WBE forms must be completed for EVERY bid submitted and must be inclusive of <u>ALL</u> required signatures. Forms without all required signatures will be considered <u>incomplete</u>.

- Bidder's Proposal/Packet: Formal response to the specifications outlined in this RFP, including pricing information and details related to the good(s) or service(s) being provided. Please be mindful of formatting responses as requested to ensure clarity.
- Financial Assurance, if requested (as indicated on page 5 of this document under "Bid Terms")

All of the above listed documents are REQUIRED. (With the exception of financial assurances, which are only required if specified on page 5.)

***Failure to meet specified deadlines, follow specific submission instructions, or enclose all required documents with all applicable signatures will result in disqualification, or in an inability to appropriately evaluate bids.



NOTICE TO VENDORS

- 1. The Board of Contract and Supply will make the award to the lowest qualified and responsible bidder.
- 2. In determining the lowest responsible bidder, cash discounts based on preferable payment terms will not be considered.
- 3. Where prices are the same, the Board of Contract and Supply reserves the right to award to one bidder, or to split the award.
- 4. No proposal will be accepted if the bid is made in collusion with any other bidder.
- 5. Bids may be submitted on an "equal in quality" basis. The City reserves the right to decide equality. Bidders must indicate brand or the make being offered and submit detailed specifications if other than brand requested.
- 6. A bidder who is an out-of-state corporation shall qualify or register to transact business in this State, in accordance with the Rhode Island Business Corporation Act, RIGL Sec. 7-1.2-1401, et seq.
- 7. The Board of Contract and Supply reserves the right to reject any and all bids.
- 8. Competing bids may be viewed in person at the Department of the City Clerk, City Hall, Providence, immediately upon the conclusion of the formal Board of Contract and Supply meeting during which the bids were unsealed/opened. Bids may also be accessed electronically on the internet via the City's Open Meetings Portal.
- 9. As the City of Providence is exempt from the payment of Federal Excise Taxes and Rhode Island Sales Tax, prices quoted are not to include these taxes.
- 10. In case of error in the extension of prices quoted, the unit price will govern.
- 11. The contractor will **NOT** be permitted to: a) assign or underlet the contract, or b) assign either legally or equitably any monies or any claim thereto without the previous written consent of the City Purchasing Director.
- 12. Delivery dates must be shown in the bid. If no delivery date is specified, it will be assumed that an immediate delivery from stock will be made.
- 13. A certificate of insurance will normally be required of a successful vendor.
- 14. For many contracts involving construction, alteration and/or repair work, State law provisions concerning payment of prevailing wage rates apply (<u>RIGL Sec. 37-13-1 et seq.</u>)
- 15. No goods should be delivered or work started without a Purchase Order.
- 16. Submit 2 copies of the bid to the City Clerk, unless the specification section of this document indicates otherwise.
- 17. Bidder must certify that it does not unlawfully discriminate on the basis of race, color, national origin, gender, gender identity or expression, sexual orientation and/or religion in its business and hiring practices and that all of its employees are lawfully employed under all applicable federal, state and local laws, rules and regulations. (See Bid Form 2.)



BID TERMS

| 1. | and | nancial assurances may be required in order to be a successful bidder for Commodity or Construction d Service contracts. <u>If either of the first two checkboxes below is checked, the specified assurance</u> ust accompany a bid, or the bid will not be considered by the Board of Contract and Supply. The |
|----|-----|--|
| | thi | rd checkbox indicates the lowest responsible bidder will be contacted and required to post a bond to awarded the contract. |
| | a) | A certified check for <u>\$</u> must be deposited with the City Clerk as a guarantee that the Contract will be signed and delivered by the bidder. |
| | b) | A bid bond in the amount of per centum (%) of the proposed total price, must be deposited with the City Clerk as a guarantee that the contract will be signed and delivered by the bidder; and the amount of such bid bond shall be retained for the use of the City as liquidated damages in case of default. |
| | c) | A performance and payment bond with a satisfactory surety company will be posted by the bidder in a sum equal to one hundred per centum (100%) of the awarded contract. |
| | d) | No financial assurance is necessary for this item. |

- 2. Awards will be made within **sixty** (**60**) **days of bid opening**. All bid prices will be considered firm, unless qualified otherwise. Requests for price increases will not be honored.
- 3. Failure to deliver within the time quoted or failure to meet specifications may result in default in accordance with the general specifications. It is agreed that deliveries and/or completion are subject to strikes, lockouts, accidents and Acts of God.

The following entry applies only for COMMODITY BID TERMS:

- 4. Payment for partial delivery will not be allowed except when provided for in blanket or term contracts. The following entries apply only for CONSTRUCTION AND SERVICE BID TERMS:
 - 5. Only one shipping charge will be applied in the event of partial deliveries for blanket or term contracts.
 - 6. Prior to commencing performance under the contract, the successful bidder shall attest to compliance with the provisions of the Rhode Island Worker's Compensation Act, RIGL 28-29-1, et seq. If exempt from compliance, the successful bidder shall submit a sworn Affidavit by a corporate officer to that effect, which shall accompany the signed contract.
 - 7. Prior to commencing performance under the contract, the successful bidder shall, submit a certificate of insurance, in a form and in an amount satisfactory to the City.



BID FORM 1: Bidders Blank

- 1. Bids must meet the attached specifications. Any exceptions or modifications must be noted and fully explained.
- 2. Bidder's responses must be in ink or typewritten, and all blanks on the bid form should be completed.
- 3. The price or prices proposed should be stated both in **WRITING** and in **FIGURES**, and any proposal not so stated may be rejected. **Contracts exceeding twelve months must specify annual costs for each year.**
- 4. Bids **SHOULD BE TOTALED** so that the final cost is clearly stated (unless submitting a unit price bid), however **each item should be priced individually**. Do not group items. Awards may be made on the basis of *total* bid or by *individual items*.
- 5. All bids MUST BE SIGNED IN INK.

| Name of Bidder (Firm or Individual): |
|--|
| Contact Name: |
| Business Address: |
| Business Phone #: |
| Agrees to bid on (Items(s) to be bid): |
| If the bidder's company is based in a state other than Rhode Island, list name and contact information for a local agent for service |
| of process that is located within Rhode Island: |
| Please visit http://www.naics.com/search/ and identify the NAICS Code(s) for items being bid on. Enter the NAICS code(s) here |
| n parentheses next to each item listed immediately above: |
| Delivery Date (when applicable): |
| Name of Surety Company (if applicable): |
| Total Amount in Writing*: |
| Total Amount in Figures*: |
| *If you are submitting a unit price bid please insert "Unit Price Bid." |
| Use additional pages if necessary for additional bidding details. |
| |
| |
| Signature of Representati |
| |
| |
| Tit |



<u>BID FORM 2: Certification of Bidder</u> (Non-Discrimination/Hiring)

| Up | on behalf of | (Firm or Individual Bidding), | | |
|------|---|---|--|--|
| Ι, | | (Name of Person Making Certification), | | |
| bei | ng its | (Title or "Self"), hereby certify that: | | |
| 1. | Bidder does not unlawfully discrimina orientation and/or religion in its business | te on the basis of race, color, national origin, gender, sexual ess and hiring practices. | | |
| 2. | All of Bidder's employees have been had local laws, rules and regulations. | nired in compliance with all applicable federal, state and | | |
| I af | firm by signing below that I am duly au | thorized on behalf of Bidder, on | | |
| this | day of | 20 | | |
| | | | | |
| | | | | |
| | | | | |
| | | Signature of Representative | | |
| | | Printed Name | | |

7 Revised May 8, 2018



Certificate Regarding Public Records

| Uį | pon behalf of | (Firm or Individual Bidding), |
|-----|--|---|
| Ι,_ | | (Name of Person Making Certification), |
| | eing its | |
| un | nderstanding that: | |
| 1. | documents contained within, | to Requests for Proposals (RFP's) and Requests for Qualification (RFQ's), and the details outlined on those documents become public record upon ice and opening at the corresponding Board of Contract and Supply (BOCS) |
| 2. | The Purchasing Department a request that sensitive/personal | nd the issuing department for this RFP/RFQ have made a conscious effort to information be submitted directly to the issuing department and only at fic details is critical the evaluation of a vendor's bid. |
| 3. | | information may be crucial to evaluating bids. Failure to provide such details or an inability to appropriately evaluate bids. |
| 4. | If sensitive information that h supplemental information prior | as not been requested is enclosed or if a bidder opts to enclose the defined or to the issuing department's request in the bidding packet submitted to the ence has no obligation to redact those details and bears no liability associated |
| 5. | The City of Providence obser bidding packet may not be sul | yes a public and transparent bidding process. Information required in the bmitted directly to the issuing department at the discretion of the bidder in tion, such as pricing terms, from becoming public. Bidders who make such |
| | I affirm by signing below that | I am duly authorized on behalf of Bidder, on |
| | thisday of | 20 |
| | | |
| | | Signature of Representative |
| | | |

Printed Name



WBE/MBE Form Instructions

The City of Providence actively seeks Minority and Women business enterprises to participate in bids to meet the City's procurement needs. Pursuant to the City of Providence Code of Ordinances, Chapter 21, Article II, Sec. 21-52 (Minority and Women's Business Enterprise) and Rhode Island General Laws (as amended), Chapter 31-14, et seq. (Minority Business Enterprise), Minority Business Enterprise (MBE) and Women's Business Enterprise (WBE) participation goals apply to contracts.

The goal for Minority Business Enterprise (MBE) participation is **10%** of the total bid value. The goal for Women's Business Enterprise (WBE) participation is **10%** of the total bid value. The goal for combined MBE/WBE participation is **20%** of the total bid value.

Only businesses certified with the State of Rhode Island as minority and/or women business enterprises are counted towards the City's goals. Eligible minority or women-owned businesses are encouraged to seek certification from the State of Rhode Island Minority Business Enterprise Compliance Office at: http://odeo.ri.gov/offices/mbeco/

Note: MBE certification with the State of Rhode Island on the basis of Portuguese heritage is not currently recognized by the City of Providence's MBE program.

Bid Requirements:

All Bidders: All bidders must complete and submit the **MBE/WBE Participation Affidavit** indicating whether or not they are a state-certified MBE/WBE and acknowledging the City's participation goals. Submission of this form is required with **every bid**. Your bid will not be accepted without an affidavit.

Bidders who will be subcontracting: Bidders who will be subcontracting must submit the **Subcontractor Disclosure Form** as part of their bid submission. All subcontractors, regardless of MBE/WBE status, must be listed on this form. Business NAICS codes can be found at https://www.naics.com/search/. Awarded bidders are required to submit **Subcontractor Utilization and Payment Reports** with each invoice.

Waiver Requests:

If the percentage of the total amount of the bid being awarded to MBE or WBE vendors is less than 20% (Box F on the Subcontractor Disclosure Form) and the prime contractor is not a Rhode Island State-certified MBE or WBE, the Bidder must complete the *MBE/WBE Waiver Request Form* for review. Waivers will be considered on a case by case basis.

No waiver will be granted unless the waiver request includes documentation that demonstrates that the Bidder has made good faith efforts to achieve the City's stated participation goals. Waivers must be reviewed and signed by the City of Providence's MBE/WBE Outreach Director, Grace Diaz, or her designee. Department Directors cannot recommend a bidder for award if this form is applicable and absent. If the bid does not meet the participation goals of the City of Providence and a waiver is not filed with the signature of the MBE/WBE Outreach Director or her designee, the bid will not be accepted.

Verifying MBE/WBE Certification

It is the responsibility of the bidder to confirm that every MBE/WBE named in a proposal and included in a contract is certified by the Rhode Island Minority Business Enterprise Compliance office. The current MBE/WBE directory is available at the State of RI MBE Office, One Capitol Hill, 2nd Floor, Providence, RI, or online at http://odeo.ri.gov/offices/mbeco/mbe-wbe.php. You can also call (401) 574-8670 to verify certification, expiration dates, and services that the MBE/WBE is certified to provide. Note: MBE certification with the State of Rhode Island on the basis of Portuguese heritage is not currently recognized by the City of Providence's MBE program.



Form Instructions:

Access all bid forms from http://www.providenceri.gov/oeo/ or http://www.providenceri.gov/purchasing/minority-women-owned-business-mbewbe-procurement-program/. **Download** the forms as blank PDFs. Once saved on your computer, fill them out using the Adobe program. The fillable PDFs must be completed in Adobe in order to be saved property. Google Chrome and similar platforms do not allow for the forms to be saved as filled PDFs. Therefore, please download the blank forms to your computer, then fill them out and save.

Assistance with Form Requirements

Examples of completed forms can be found on the City of Providence website at http://www.providenceri.gov/oeo/ or http://www.providenceri.gov/oeo/ or http://www.providenceri.gov/oeo/ or http://www.providenceri.gov/purchasing/minority-women-owned-business-mbewbe-procurement-program/.

Contract Requirements:

Prime contractors engaging subcontractors must submit the *Subcontractor Utilization and Payment Report* to the City Department's Fiscal Agent with every invoice and with request for final payment. This form is not submitted as a part of the initial bid package.

For contracts with duration of less than 3 months, this form must be submitted along with the contractor's request for final payment. The form must include all subcontractors utilized on the contract, both MBE/WBE and non-MBE/WBE, the total amount paid to each subcontractor for the given period and to date. During the term of the contract, any unjustified failure to comply with the MBE/WBE participation requirements is a material breach of contract.

Questions?

For more information or for assistance with MBE/WBE Forms, contact the City of Providence MBE/WBE Outreach Director, Grace Diaz, at mbe-wbe@providenceri.com or (401) 680-5766.



MBE/WBE PARTICIPATION AFFIDAVIT Item Discussion (as seen on RFP): Prime Bidder: Prime Bidder (Company) Phone Number: Prime Bidder (Company) Zip Code: Which one of the following describes your business' status in terms of Minority and/or Woman-Owned Business Enterprise certification with the State of Rhode Island? _____MBE ____WBE ____Neither MBE nor WBE By initialing the following sections and signing the bottom of this document in my capacity as the contractor or an authorized representative of contractor, I make this Affidavit: It is the policy of the City of Providence that minority business enterprises (MBEs) and women business enterprises (WBEs) should have the maximum opportunity to participate in procurements and projects as prime contractors and vendors. Pursuant to Sec. 21-52 of the Providence Code of Ordinances and Chapter 31-14 et seq. of the Rhode Island General Laws (as amended), MBE and WBE participation goals apply to contracts. The goal for Minority Business Enterprise (MBE) participation is 10% of the total bid value. The goal for Women's Business Enterprise (WBE) participation is 10% of the total bid value. The goal for combined MBE/WBE participation is 20% of the total bid value. <u>I acknowledge the City of Providence's goals of supporting MBE/WBE certified businesses.</u> Initial _ If awarded the contract, I understand that my company must submit to the Minority and Women's Business Coordinator at the City of Providence (MBE/WBE Office), copies of all executed agreements with the subcontractor(s) being utilized to achieve the participation goals and other requirements of the RI General Laws. I understand that these documents must be submitted prior to the issuance of a notice to **proceed**. Initial I understand that, if awarded the contract, my firm must submit to the MBE/WBE Office canceled checks and reports required by the MBE/WBE Office on a quarterly basis verifying payments to the subcontractors(s) utilized on the contract. Initial If I am awarded this contract and find that I am unable to utilize the subcontractor(s) identified in my Statement of Intent, I understand that I must substitute another certified MBE and WBE firm(s) to meet the participation goals. I understand that I may not make a substitution until I have obtained the written approval of the MBE/WBE Office. Initial If awarded this contract, I understand that authorized representatives of the City of Providence may examine the books, records and files of my firm from time to time, to the extent that such material is relevant to a determination of whether my firm is complying with the City's MBE/WBE participation requirements. Initial I do solemnly declare and affirm under the penalty of perjury that the contents of the foregoing Affidavit are true and correct to the best of my knowledge, information and belief. Signature of Bidder Printed Name

Revised May 8, 2018 11

Date

Company Name



BOARD OF CONTRACT AND SUPPLY

CITY OF PROVIDENCE, RHODE ISLAND

SUBCONTRACTOR DISCLOSURE FORM

| fill out this form only if you WILL id, do not fill out this form. | | | | | |
|--|------------------|------------|-----------------------|-------------------------|---|
| rime Bidder: | |] | Primary NAICS Co | ode: | |
| tem Description (as seen on RFP): | | | | | |
| Please list all Subcontractors belo dollar amount to be subcontracted. MBE/WBE firms is located at www | Please check of | f MBE and | WBE where applied | cable. The directory | of all state-certified |
| Proposed Subcontractor | MBE | WBE | Primary NAICS Code | Date of Mobilization | \$ Value of Subcontract |
| | | | | | \$ |
| | | | | | \$ |
| | | | | | \$ |
| | | | | | \$ |
| | | | | | \$ |
| | | | | | \$ |
| A. MBE SUBCONTRACTED | AMOUNT: | | | | \$ |
| B. WBE SUBCONTRACTED | AMOUNT: | | | | \$ |
| C. NON MBE WBE SUBCON | TRACTED A | MOUNT | : | | \$ |
| D. DOLLAR AMOUNT OF W | ORK DONE | BY THE | PRIME CONTI | RACTOR: | \$ |
| E. TOTAL AMOUNT OF BID |) (SUM OF A, | B, & C): | | | \$ |
| F. PERCENTAGE OF BID SU (Divide A by D and multiply re | | TED TO | MBEs AND WE | BEs. | % |
| | % (Box F) and th | ne prime c | ontractor is NOT a | Rhode Island State- | otal amount of the bid being awarded to certified MBE or WBE, you must fill or Coutreach Director. Initial |
| Signature of Prime Contractor | | | Printed Name | | Date Signed |



MBE/WBE WAIVER REQUEST FORM

Prime Bidder:

Fill out this form only if you are subcontracting and did not meet the 20% MBE/WBE participation goal. State-certified MBE or WBE Prime Bidders are NOT REQUIRED to fill out this form.

Submit this form to the City of Providence MBE/WBE Outreach Director, Grace Diaz, at mbe-wbe@providenceri.gov, for review **prior to bid submission.** This waiver applies only to the current bid which you are submitting to the City of Providence and does not apply to other bids your company may submit in the future.

| Company Trade: | | | |
|---|----------------------------|--|--|
| Item Discussion (as seen on RF | P): | | |
| | | | |
| To receive a waiver, you must l | ist the certified MBE a | nd/or WBE companies you contacted, | the name of the primary individual with |
| | | ompany could not participate on this pr | |
| MBE/WBE Company | Individual's Nar | ne Company Trade | Why did you choose not to |
| Name | | | work with this company? |
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| | | I | |
| I acknowledge the City of Provi | idence's goal of a comb | pined MBE/WBE participation is 20% | of the total bid value. I am requesting a waive |
| | | | m). If an opportunity is identified to subcontra |
| task associated with the fulfillm | nent of this contract, a g | good faith effort will be made to select | MBE/WBE certified businesses as partners. |
| | | | |
| Signature of Prime Contractor | | Printed Name | Date Signed |
| 5 | | | C |
| G' (G') (D '1 | | Division of City of Decision | D. (2.5) |
| Signature of City of Providence MBE/WBE Outreach Director | | Printed Name of City of Providence MBE/WBE Outreach Director | Date Signed |



BID PACKAGE SPECIFICATIONS

Gymnasium Floor Replacement at Rogers Recreation Center 60 Camden Avenue, Providence

Bidding Documents for plans, specifications and details for the Wood Athletic Flooring can be found on the final page of this RFP (page 16).



BOARD OF CONTRACT AND SUPPLY

CITY OF PROVIDENCE, RHODE ISLAND

SUPPLEMENTAL INFORMATION

If the issuing department for this RFP determines that your firm's bid is best suited to accommodate their need, you will be asked to provide proof of the following prior to formalizing an award.

An inability to provide the outlined items at the request of the department may lead to the disqualification of your bid.

This information is <u>NOT</u> requested to be provided in your initial bid that you will submit to the City Clerk's office by the "date to be opened" noted on page 1. This list only serves as a list of items that your firm should be ready to provide on request.

<u>All bids submitted to the City Clerk become public record</u>. Failure to follow instructions could result in information considered private being posted to the city's Open Meetings Portal and made available as a public record.

You must be able to provide:

- Business Tax ID will be requested after an award is approved by the Board of Contract and Supply.
- Copies of Trade Licenses
- Proof of Insurance

The flooring contractor must be approved by Action Floor Systems, LLC.

A. Manufacturers product data: Submit the ProAction Flex specification sheets. B. Samples: Submit one (1) sample of the ProAction Flex if requested by architect. C. Maintenance literature: Submit one (1) copy of manufactures maintenance instructions.

1.05 WORKING CONDITIONS

negative carbon footprint.

B. Floor Contractor/Installer requirements

A. The wood flooring shall not be installed until all masonry, plastering, tile, marble and terrazzo work is completed, and overhead mechanical trades and painters have finished in wood floor area. The building must be reasonably dry; all openings must be closed in; permanent heating and air conditioning installed and operating.

Floor system manufacturer and flooring shall be independently verified by the guidelines of

the ISO 14040;2006 and ISO 14044;2006 Life Cycle Assessment (LCA), confirming a

Floor system manufacturer must be FloorScore Certified in accordance with CDPH 01350.

B. The concrete subfloor shall be determined dry by industry standard testing procedures, free of foreign materials and turned over to the Flooring Contractor broom clean. Moderate room temperature of 65 degrees or more shall be maintained a week preceding and throughout the duration of the work. Humidity conditions within the building shall approximate the humidity conditions that will prevail when the

C. Permanent heat, light and ventilation shall be installed and operating during and after installation, maintaining a range of temperature and humidity compatible with the expected low and high moisture content of the flooring. The wood moisture content range is determined by the flooring contactor based on the facility's mechanical controls and geographical location.

D. Flooring must be stored in a dry, well-ventilated area, not in contact with masonry, to acclimate to building conditions and shall be installed at moisture content compatible with the normally expected environmental range of temperature and relative humidity achieved while the facility is occupied.

E. Industry standards recommend maintaining indoor relative humidity between 35 percent and 50 percent, and air temperatures between 55 degrees and 75 degrees year-round. By limiting wide swings in atmospheric conditions inside the facility, the expansion and contraction of the flooring system will be limited as the flooring is manufactured at a moisture content most compatible with this range. A 15 percent fluctuation in indoor relative humidity will not adversely affect the maple. Excessive shrinkage and/or expansion may occur with indoor relative humidity variations that exceed 15 percent. The geographical region and HVAC determine the typical range of temperature and humidity for each facility. In buildings where air conditioning is not available, the use of circulating or venting fans will help facilitate excessive shrinkage or expansion. General Contractor shall lock floor area after floor is finished to allow proper cure time. If general contractor or owner requires use of gym after proper cure time, they shall protect the floor by covering with non-marring craft paper or red rosin paper with taped joints until acceptance by owner of complete gymnasium floor.

1.06 WARRANTY

A. Action Floor Systems, LLC. warrants the material it ships to be free from defects in materials and workmanship for a period of one year and the flooring installer warrants the installation of the flooring to be free of defects in materials and workmanship for a period of one year. The exclusive remedy under this warranty shall be replacement of defective material supplied by Action Floor Systems, LLC. or correction of defective installation by the flooring installer. All implied warranties of merchantability or fitness for intended use are limited to the period of this warranty. This warranty excludes consequential damages.

 This warranty does not cover damage caused by fire, winds, floods, chemicals, or other abuse, or by failure of other contractors to adhere to specifications, or neglect of reasonable precaution to provide adequate ventilation during hot and humid weather. This warranty also excludes damage due to excessive dryness or excessive moisture from humidity, spillage, migration through the slab or wall or any other source. This warranty also excludes damage to floors due to ordinary wear and tear, faulty construction of the building, (other than the flooring installation), separation of the concrete slab underlying the floor, settlement of the walls, or use of water on the floor.

C. During the warranty period, the floor cannot be coated without the permission of the floor

PART 2 - PRODUCTS 2.01 MATERIALS

1. Flooring shall be Northern Hard Maple standard strip flooring, 25/32" x 2-1/4" or 1-1/2", TGEM, MFMA grade marked & stamped as manufactured by Action Floor Systems, LLC. 2. Grades available are MFMA 1st, 2nd&Btr, 3rd&Btr, and 3rd grade.

B. Subfloor Vapor barrier shall be 6-mil polyethylene.

2. The pads shall be AirTech II 7/16" natural rubber pads.

3. Panels shall be 15/32" x 4' x 8' Action HPS, exposure 1, rated sheathing, minimum APA span rating of 32/16.

C. Fasteners Subfloor fasteners shall be 1" coated staples.

Bona Sport® Poly 350

Technical Data Sheet

Bona Sport® Poly 350 is a premium quality, oil-modified polyurethane developed specifically for the wood sport floor market. Bona Sport Poly 350 is low VOC and provides an extremely tough, high build gloss finish with excellent chemical resistance, protecting against perspiration and routine cleaning. Bona Sport Poly 350 is specially formulated to meet all federal and state clean air quality

High solids, oil-modified polyurethane

 Provides a tough protective coat Provides excellent chemical resistance

 Protects against perspiration and routine cleaning Light amber color enhances natural color of wood

 MFMA approved Easy to maintain

Available in gloss.

 Will adhere to most solvent-based and waterborne finishes after proper preparation, drying, and curing times

Flooring fasteners shall be 2" cleats, or 15-gauge coated staples.

1. Wall base shall be 3" x 4" vented cove base with pre-molded corners, black, as supplied by Action Floor Systems, LLC.

PART 3 - EXECUTION

3.01 INSPECTION

A. Inspect concrete slab for proper tolerance and dryness reporting any discrepancies in writing to

B. All work to put the concrete slab in acceptable condition shall be the responsibility of the

general contractor. C. Slab shall be broom cleaned by the general contractor.

3.02 INSTALLATION A. Cover concrete slab with polyethylene lapping edges 6" and seal with adhesive or 2" (50mm)

 B. AirTech II pads shall be attached to the underside of the first layer of sheathing as specified by the manufacturer.

C. Place the first layer of sheathing diagonal or perpendicular to the intended direction of the finish flooring. Allow a minimum 1/4" between panels at sides and edges, and a 2"

expansion void at walls and vertical obstructions Fasten the second layer of sheathing without pads at a 45-degree angle or at right angles to the first layer. The sheathing must be nailed or stapled together with 1" fasteners starting from the center of the sheet working outward. No joint in the second layer of sheathing shall coincide with a joint in the first layer. Allow 1/4" between panels at

sides and edges, and a 2" expansion void at walls and vertical obstructions on both

E. Machine nail strip flooring into the subfloor, parallel to the long dimension of the area nail approximately 12" on-center. Provide adequate expansion at regular intervals across the floor during installation as dictated by the average humidity conditions of the area according to the recommendations of the local Action Floor Systems, LLC. flooring contractor. Provide 2" expansion voids at perimeters and all vertical obstructions. Install vent cove base over perimeter voids and metal thresholds at doorways.

3.03 FLOOR SANDING

A. Use coarse, medium and fine grade sandpaper.

B. After sanding, buff entire floor using 100-grit screen or equal grit sandpaper, with a heavy-duty buffing machine.

 C. Vacuum or tack floor before first coat of finish. D. Floor shall present a smooth surface without drum stop marks, gouges, streaks or shiners.

 Inspect entire area of floor to ensure that the surface is acceptable for finishing, completely free of sanding dust and perfectly clean.

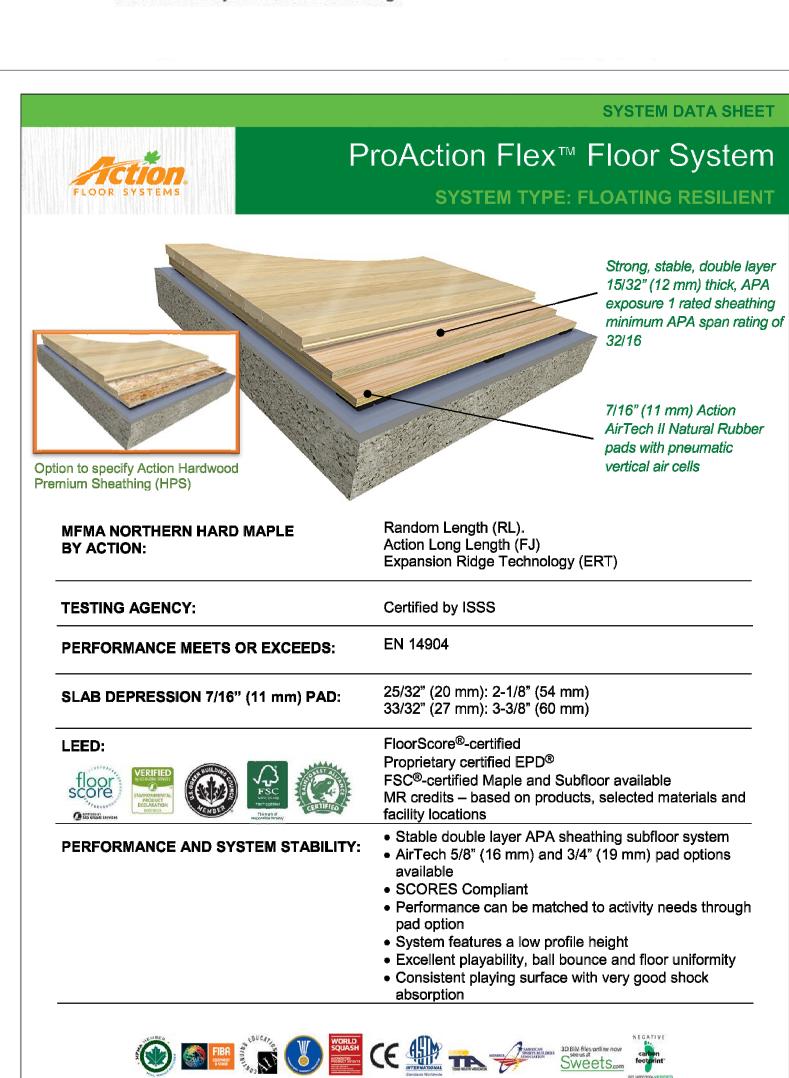
B. Apply seal and finish as indicated below.

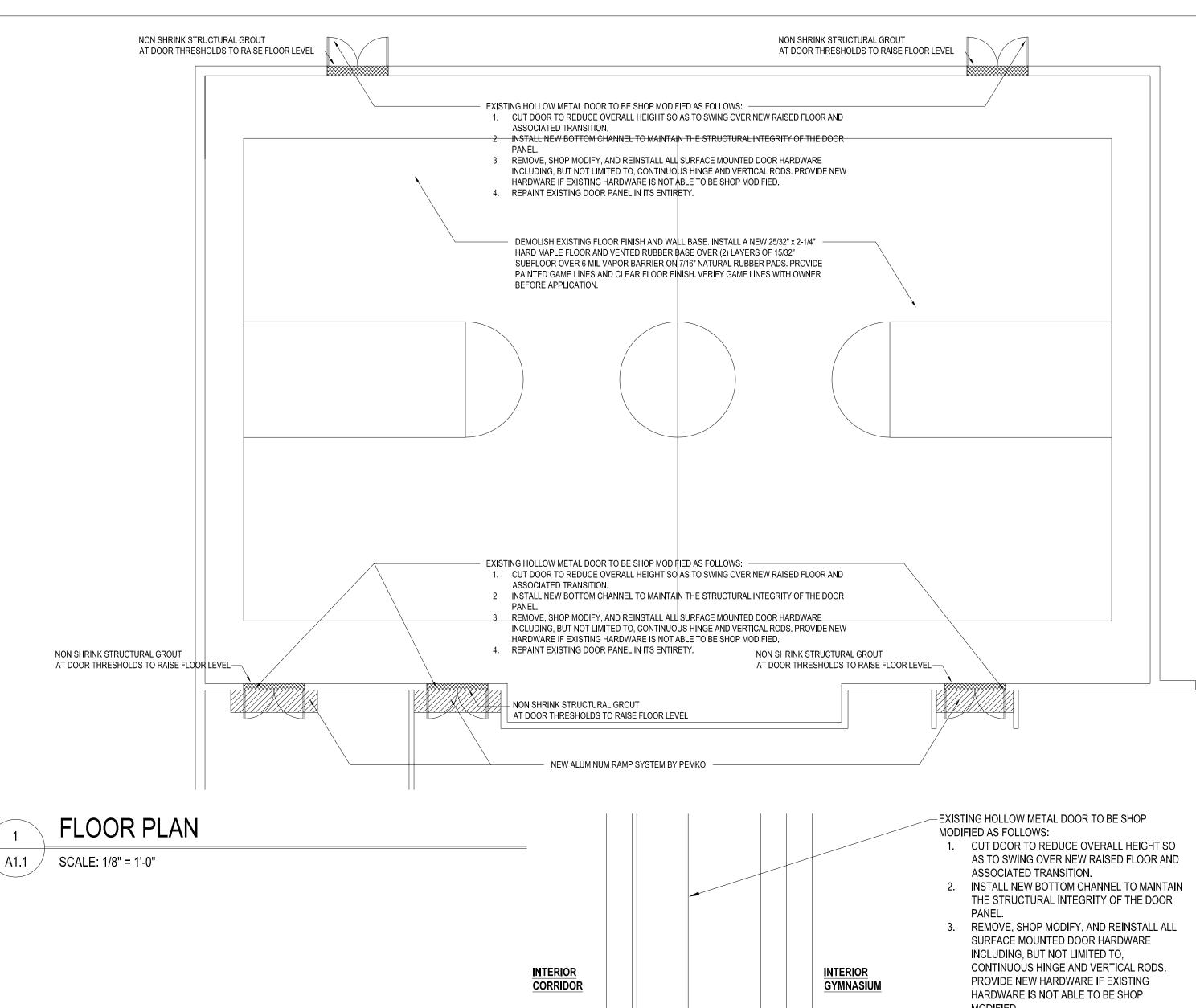
. Buff and vacuum or tack between each coat after it dries.

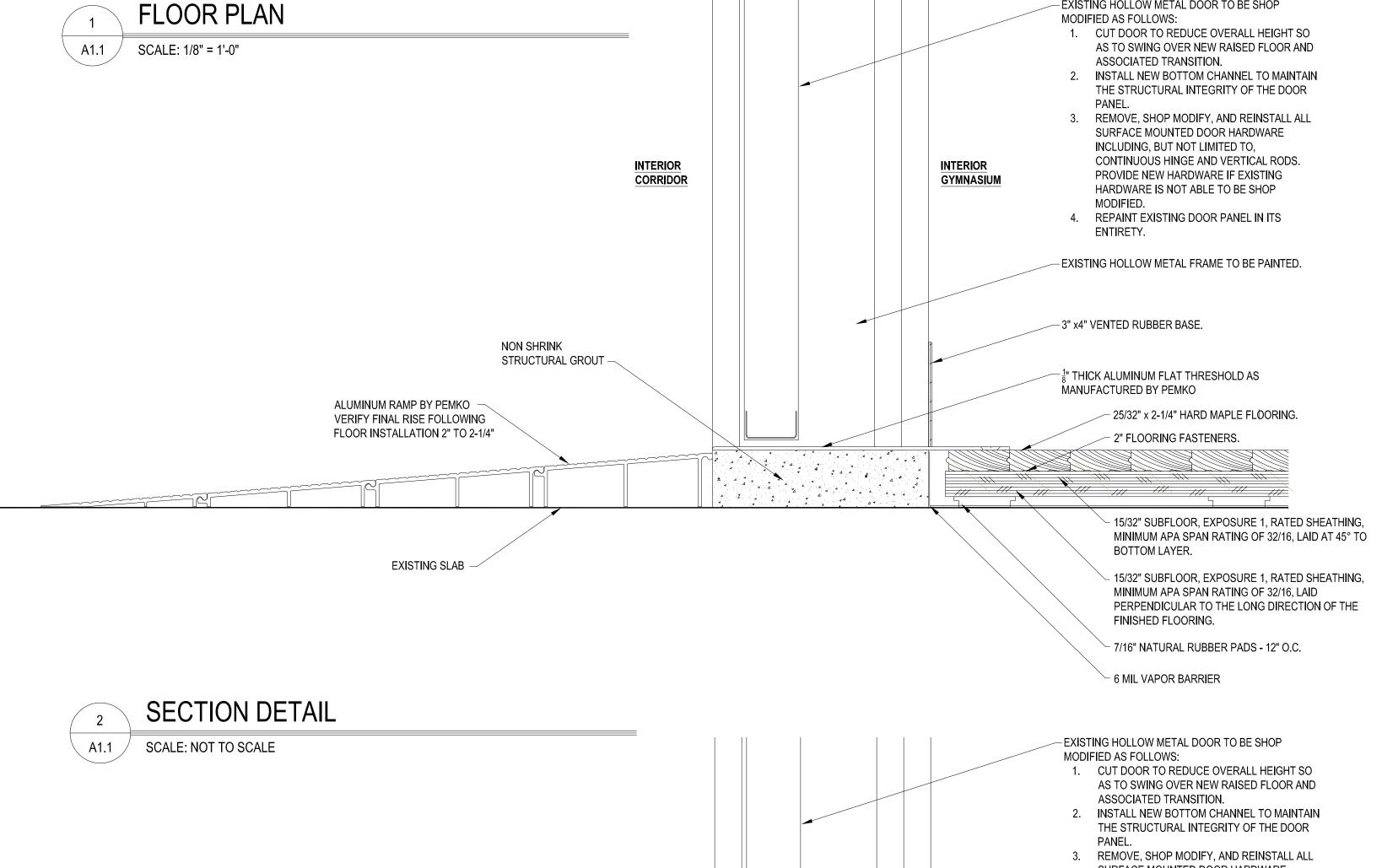
D. Apply game lines accurately after the seal coat, after buffing and vacuuming. Lay out in accordance with drawings. For game lines, use current rules of association having jurisdiction. Lines shall be straight with sharp edges in colors selected by the architect. Game line paint shall be compatible with finish.

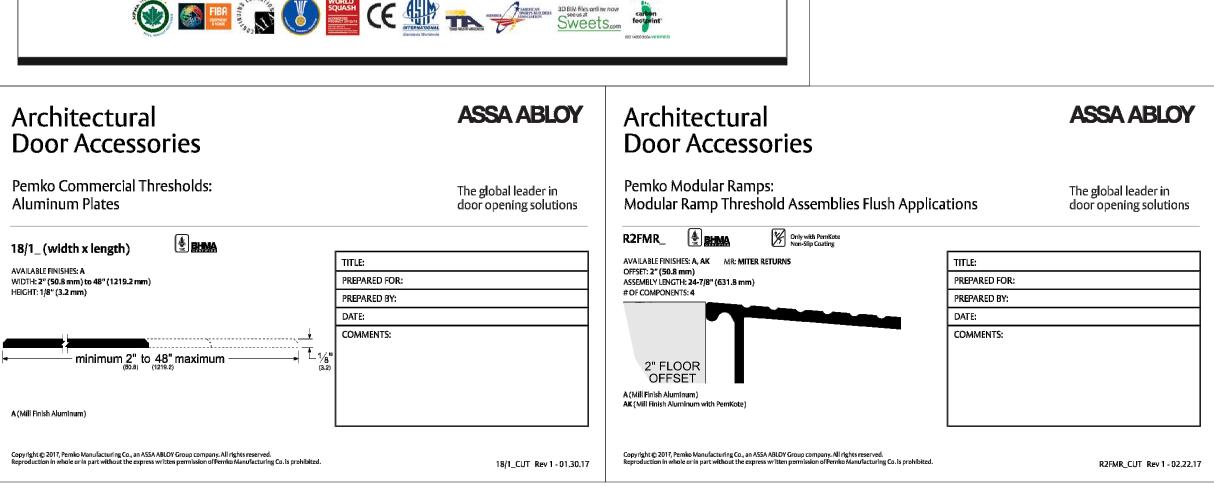
3.05 BASE INSTALLATION

A. Affix rubber base to wall with recommended adhesive or screws. Miter all corners carefully. Use pre-molded outside corners. Install aluminum thresholds as required, anchoring firmly in concrete floor beyond limits of wood flooring.









SCALE: NOT TO SCALE

