

**BID SPECIFICATION SHEET FOR FB19-122**

CARPET INSTALLATION POPPLEWELL 3RD FLOOR,

SPRATT 106 & 111, EDER 202 & WILSON 112

**SCOPE**

Provide and install new carpet and vinyl base in several areas listed below. Carpet will be J&J Modular carpet including 4” vinyl base.

**Popplewell 3rd floor (Craig School of Business)**

* Carpet 2 hallways and 3 classrooms (301,302, and 309) using J&J Modular Coalesce (7612) - Color is 1450 Mingle
* Install over VCT tile using adhesive in all areas
* Install new 4” vinyl base (color choice of owner)
* Install transition strips where needed. (style/color choice of owner)
* Red clay tile at the top of the stairs/lounge area remains. No work in this area

**Spratt Hall Suite 106 and 111**

* Remove existing carpet/vinyl base in both suites
* Remove old adhesive and prepare floor to manufactures specifications to except new carpet and adhesive
* In suite 111 all wood base to remain
* Install new J&J Modular Oxford 7063 – Color is 2396 Tweed
* Install transition strips where needed. (style/color choice of owner)

**Eder Hall 202 (Career Development)**

* Remove existing carpet in open area and all offices/work rooms
* Remove old adhesive and prepare floor to manufactures specifications to except new carpet and adhesive
* Remove all existing vinyl base
* Install new J&J Modular carpet Oxford 7063 – Color is 2396 Tweed
* Install new 4” vinyl base (color choice of owner)

**Wilson Hall 112 (Campus Printing)**

* Remove existing carpet in open area and all offices/work rooms
* Remove old adhesive and prepare floor to manufactures specifications to except new carpet and adhesive
* Remove all existing vinyl base
* Install new J&J Modular carpet Tempo 1758 Finale
* Install new 4” vinyl base (color choice of owner)
* Install transition strips where needed. (style/color choice of owner)

**All projects**

* Most rooms will be empty. There may be minimal moving of equipment in Wilson 112. Moving to be coordinated with MWSU Physical Plant
* All materials removed will need to be disposed of properly. No dumping in MWSU dumpsters
* Timeline/scheduling to be coordinated with MWSU Physical Plant
* Projects will be inspected by MWSU Physical Plant upon completion

**Pre-Bid Meeting**

There will a mandatory pre-bid meeting in Popplewell 206 on May 22, 2019 at 10:00am. Tours of the four areas and questions will be answered at this meeting.

**This will NOT be a prevailing wage project. The following are still required.**

* + **Bidders must submit a notarized Affidavit of Work Authorization and completed MOU signature pages, per attached memorandum dated January 2014, with their bids.**
	+ **A Certificate of Liability Insurance will also be required with MWSU listed as an additional insured will be required after bid has been awarded.**
	+ **Missouri Revised Statute Chapter 292.675 went into effect on August 28, 2008, all on-site employees are required to complete the ten-hour safety training program.**



**PRICING PAGE FOR FB19-122**

CARPET INSTALLATION POPPLEWELL 3RD FLOOR,

SPRATT 106 & 111, EDER 202 & WILSON 112

**BID INFORMATION**

**Sealed bids must be submitted to the Purchasing Office by 2:00 p.m. Central Time on May 30, 2019 in Popplewell Hall, Room 221, 4525 Downs Drive, St. Joseph, MO 64507. Electronic or faxed bids will not be accepted.** All questions should be directed to Purchasing Manager, Kelly Sloan, (816) 271-4465, purchase@missouriwestern.edu

Bid will be awarded as a whole project and not as separate projects.

Missouri Western reserves the right to accept or reject any or all items of this bid.

Include with your bid:

* Current signed W-9
* Pricing sheet on this page
* Include any addendum(s) with your initials
* Completed page 5
* Completed MOU signature pages (the last three pages of E-Verify)

Bid Amount Popplewell 3rd Floor: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bid Amount Spratt Hall 106/111: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bid Amount Eder Hall 202: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bid Amount Wilson Hall 112: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total bid amount for all projects: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Authorized Vendor Signature:

Phone Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PROJECT INFORMATION**

TO: ALL BIDDERS

FROM: MISSOURI WESTERN STATE UNIVERSITY

DATE: January 2014

RE: ADDITIONAL BID SUBMISSION REQUIREMENTS

Please review Missouri statute, 285.530 RSMo, regarding employment of unauthorized aliens. Pursuant to RSMo 285.530 (1), No business entity or employer shall knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri, and (2), the bidder must affirm its enrollment and participation in a federal work authorization program with respect to the employees proposed to work in connection with the services requested herein by:

Submitting a completed, notarized copy of AFFIDAVIT OF WORK AUTHORIZATION (attached) and,

Providing documentation affirming the bidder’s enrollment and participation in a federal work authorization program (see below) with respect to the employees proposed to work in connection with the services requested herein.

A copy of RSMo 285.530 can be viewed in its entirety at:

<http://www.moga.mo.gov/statutes/C200-299/2850000530.HTM>

E-Verify is an example of a federal work authorization program. Acceptable enrollment and participation documentation consists of completed copy of the E-Verify Memorandum of Understanding (MOU). For vendors that are not already enrolled and participating in a federal work authorization program, E-Verify is available at:

<http://www.dhs.gov/files/programs/gc_1185221678150.shtm>

*The successful bidder will be required to submit a notarized Affidavit of Work Authorization and the completed MOU signature pages (the last three pages) with their bid. A bid that does not include these items may be deemed non-responsive.*

**WORK AUTHORIZATION AFFIDAVIT**

**PURSUANT TO R.S.Mo. §285.530**

**(For all bids in excess of $5,000.00)**

**Effective 1/1/09**

State of Missouri )

 )ss

County of Buchanan )

Comes now \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Name of Business Entity Authorized Representative) as \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Position/Title) first being duly sworn on my oath, affirm \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Business Entity Name) is enrolled and will continue to participate in the E-Verify federal work authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri for the duration of the contract(s), if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Business Entity Name)does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services provided under the contract(s) for the duration of the contract(s), if awarded.

***In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)***

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|  |  |  |
| Authorized Representative’s Signature |  | Printed Name |
|  |  |  |
|  |  |  |
| Title |  | Date |
| E-Mail Address |  | E-Verify Company ID Number |

Subscribed and sworn to before me this \_\_\_\_\_\_\_\_\_\_\_\_\_ of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. I am

 (DAY) (MONTH, YEAR)

commissioned as a notary public within the County of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, State of

 (NAME OF COUNTY)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, and my commission expires on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

(NAME OF STATE) (DATE)

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Signature of Notary |  | Date |