

SERVICE AGREEMENT NO. 3578

Flooring Repair and Replacement for Asset Management

THIS **Flooring Repair and Replacement for Asset Management Agreement** ("Agreement") is entered into by and between the City of Corpus Christi, a Texas home-rule municipal corporation ("City") and Allison Corp. dba Allison Flooring America ("Contractor"), effective upon execution by the City Manager or the City Manager's designee ("City Manager").

WHEREAS, Contractor has bid to provide Flooring Repair and Replacement for Asset Management in response to Request for Bid/Proposal No. 3578 ("RFB/RFP"), which RFB/RFP includes the required scope of work and all specifications and which RFB/RFP and the Contractor's bid or proposal response, as applicable, are incorporated by reference in this Agreement as Exhibits 1 and 2, respectively, as if each were fully set out here in its entirety.

NOW, THEREFORE, City and Contractor agree as follows:

- 1. Scope.** Contractor will provide Flooring Repair and Replacement for Asset Management ("Services") in accordance with the attached Scope of Work, as shown in Attachment A, the content of which is incorporated by reference into this Agreement as if fully set out here in its entirety, and in accordance with Exhibit 2.
- 2. Term.** This Agreement is for three years, with performance commencing upon the date of issuance of a notice to proceed from the Contract Administrator or the Contracts and Procurement Division, or the performance date listed in the notice to proceed, whichever is later. The parties may mutually extend the term of this Agreement for up to zero additional zero-year periods ("Option Period(s)"), provided, the parties do so in writing prior to the expiration of the original term or the then-current Option Period.
- 3. Compensation and Payment.** This Agreement is for an amount not to exceed \$696,100.00, subject to approved extensions and changes. Payment will be made for Services completed and accepted by the City within 30 days of acceptance, subject to receipt of an acceptable invoice. Contractor shall invoice no more frequently than once per month. All pricing must be in accordance with the attached Bid/Pricing Schedule, as shown in Attachment B, the content of which is incorporated by reference into this Agreement as if fully set out here in its entirety. Any amount not expended during the initial term or any option period may, at the City's discretion, be allocated for use in the next option period.

Invoices must be mailed to the following address with a copy provided to the Contract Administrator:

City of Corpus Christi
Attn: Accounts Payable
P.O. Box 9277
Corpus Christi, Texas 78469-9277

4. **Contract Administrator.** The Contract Administrator designated by the City is responsible for approval of all phases of performance and operations under this Agreement, including deductions for non-performance and authorizations for payment. The City's Contract Administrator for this Agreement is as follows:

Name: Rebecca Serna
Department: Asset Management
Phone: 361-826-3388
Email: RebeccaS@cctexas.com

5. **Insurance; Bonds.**

(A) Before performance can begin under this Agreement, the Contractor must deliver a certificate of insurance ("COI"), as proof of the required insurance coverages, to the City's Risk Manager and the Contract Administrator. Additionally, the COI must state that the City will be given at least 30 days' advance written notice of cancellation, material change in coverage, or intent not to renew any of the policies. The City must be named as an additional insured. The City Attorney must be given copies of all insurance policies within 10 days of the City Manager's written request. Insurance requirements are as stated in Attachment C, the content of which is incorporated by reference into this Agreement as if fully set out here in its entirety.

(B) In the event that a payment bond, a performance bond, or both, are required of the Contractor to be provided to the City under this Agreement before performance can commence, the terms, conditions, and amounts required in the bonds and appropriate surety information are as included in the RFB/RFP or as may be added to Attachment C, and such content is incorporated here in this Agreement by reference as if each bond's terms, conditions, and amounts were fully set out here in its entirety.

6. **Purchase Release Order.** For multiple-release purchases of Services to be provided by the Contractor over a period of time, the City will exercise its right to specify time, place and quantity of Services to be delivered in the following manner: any City department or division may send to Contractor a purchase release order signed by an authorized agent of the department or division. The

purchase release order must refer to this Agreement, and Services will not be rendered until the Contractor receives the signed purchase release order.

7. Inspection and Acceptance. City may inspect all Services and products supplied before acceptance. Any Services or products that are provided but not accepted by the City must be corrected or re-worked immediately at no charge to the City. If immediate correction or re-working at no charge cannot be made by the Contractor, a replacement service may be procured by the City on the open market and any costs incurred, including additional costs over the item's bid/proposal price, must be paid by the Contractor within 30 days of receipt of City's invoice.

8. Warranty.

(A) The Contractor warrants that all products supplied under this Agreement are new, quality items that are free from defects, fit for their intended purpose, and of good material and workmanship. The Contractor warrants that it has clear title to the products and that the products are free of liens or encumbrances.

(B) In addition, the products purchased under this Agreement shall be warranted by the Contractor or, if indicated in Attachment D by the manufacturer, for the period stated in Attachment D. Attachment D is attached to this Agreement and is incorporated by reference into this Agreement as if fully set out here in its entirety.

(C) Contractor warrants that all Services will be performed in accordance with the standard of care used by similarly situated contractors performing similar services.

9. Quality/Quantity Adjustments. Any Service quantities indicated on the Bid/Pricing Schedule are estimates only and do not obligate the City to order or accept more than the City's actual requirements nor do the estimates restrict the City from ordering less than its actual needs during the term of the Agreement and including any Option Period. Substitutions and deviations from the City's product requirements or specifications are prohibited without the prior written approval of the Contract Administrator.

10. Non-Appropriation. The continuation of this Agreement after the close of any fiscal year of the City, which fiscal year ends on September 30th annually, is subject to appropriations and budget approval specifically covering this Agreement as an expenditure in said budget, and it is within the sole discretion of the City's City Council to determine whether or not to fund this Agreement. The City does not represent that this budget item will be adopted, as said determination is within the City Council's sole discretion when adopting each budget.

11. **Independent Contractor.** Contractor will perform the work required by this Agreement as an independent contractor and will furnish such Services in its own manner and method, and under no circumstances or conditions will any agent, servant or employee of the Contractor be considered an employee of the City.
12. **Subcontractors.** In performing the Services, the Contractor will not enter into subcontracts or utilize the services of subcontractors.
13. **Amendments.** This Agreement may be amended or modified only in writing executed by authorized representatives of both parties.
14. **Waiver.** No waiver by either party of any breach of any term or condition of this Agreement waives any subsequent breach of the same.
15. **Taxes.** The Contractor covenants to pay payroll taxes, Medicare taxes, FICA taxes, unemployment taxes and all other applicable taxes. Upon request, the City Manager shall be provided proof of payment of these taxes within 15 days of such request.
16. **Notice.** Any notice required under this Agreement must be given by fax, hand delivery, or certified mail, postage prepaid, and is deemed received on the day faxed or hand-delivered or on the third day after postmark if sent by certified mail. Notice must be sent as follows:

IF TO CITY:

City of Corpus Christi
Attn: Rebecca Serna
Title: Operations Support IV
Address: 5352 Ayers Bldg 3A, Corpus Christi, Texas 78415
Phone: 361-826-3388
Fax: N/A

IF TO CONTRACTOR:

Allison Corp. dba Allison Flooring America
Attn: Terry Allison
Title: President
Address: 4400 S. Padre Island Dr., Corpus Christi, Texas 78411
Phone: 361-855-4781
Fax: 361-855-4786

17. ***CONTRACTOR SHALL FULLY INDEMNIFY, HOLD HARMLESS AND DEFEND THE CITY OF CORPUS CHRISTI AND ITS OFFICERS, EMPLOYEES AND AGENTS ("INDEMNITEES") FROM AND AGAINST ANY AND ALL LIABILITY, LOSS, CLAIMS, DEMANDS, SUITS, AND CAUSES OF ACTION OF WHATEVER NATURE, CHARACTER, OR DESCRIPTION ON ACCOUNT OF***

PERSONAL INJURIES, PROPERTY LOSS, OR DAMAGE, OR ANY OTHER KIND OF INJURY, LOSS, OR DAMAGE, INCLUDING ALL EXPENSES OF LITIGATION, COURT COSTS, ATTORNEYS' FEES AND EXPERT WITNESS FEES, WHICH ARISE OR ARE CLAIMED TO ARISE OUT OF OR IN CONNECTION WITH A BREACH OF THIS AGREEMENT OR THE PERFORMANCE OF THIS AGREEMENT BY THE CONTRACTOR OR RESULTS FROM THE NEGLIGENT ACT, OMISSION, MISCONDUCT, OR FAULT OF THE CONTRACTOR OR ITS EMPLOYEES OR AGENTS. CONTRACTOR MUST, AT ITS OWN EXPENSE, INVESTIGATE ALL CLAIMS AND DEMANDS, ATTEND TO THEIR SETTLEMENT OR OTHER DISPOSITION, DEFEND ALL ACTIONS BASED THEREON WITH COUNSEL SATISFACTORY TO THE CITY ATTORNEY, AND PAY ALL CHARGES OF ATTORNEYS AND ALL OTHER COSTS AND EXPENSES OF ANY KIND ARISING OR RESULTING FROM ANY SAID LIABILITY, DAMAGE, LOSS, CLAIMS, DEMANDS, SUITS, OR ACTIONS. THE INDEMNIFICATION OBLIGATIONS OF CONTRACTOR UNDER THIS SECTION SHALL SURVIVE THE EXPIRATION OR EARLIER TERMINATION OF THIS AGREEMENT.

18. Termination.

(A) The City may terminate this Agreement for Contractor's failure to comply with any of the terms of this Agreement. The City must give the Contractor written notice of the breach and set out a reasonable opportunity to cure. If the Contractor has not cured within the cure period, the City may terminate this Agreement immediately thereafter.

(B) Alternatively, the City may terminate this Agreement for convenience upon 30 days advance written notice to the Contractor. The City may also terminate this Agreement upon 24 hours written notice to the Contractor for failure to pay or provide proof of payment of taxes as set out in this Agreement.

19. Owner's Manual and Preventative Maintenance. Contractor agrees to provide a copy of the owner's manual and/or preventative maintenance guidelines or instructions if available for any equipment purchased by the City pursuant to this Agreement. Contractor must provide such documentation upon delivery of such equipment and prior to receipt of the final payment by the City.

20. Limitation of Liability. The City's maximum liability under this Agreement is limited to the total amount of compensation listed in Section 3 of this Agreement. In no event shall the City be liable for incidental, consequential or special damages.

21. Assignment. No assignment of this Agreement by the Contractor, or of any right or interest contained herein, is effective unless the City Manager first gives written consent to such assignment. The performance of this Agreement by the

Contractor is of the essence of this Agreement, and the City Manager's right to withhold consent to such assignment is within the sole discretion of the City Manager on any ground whatsoever.

22. **Severability.** Each provision of this Agreement is considered to be severable and, if, for any reason, any provision or part of this Agreement is determined to be invalid and contrary to applicable law, such invalidity shall not impair the operation of nor affect those portions of this Agreement that are valid, but this Agreement shall be construed and enforced in all respects as if the invalid or unenforceable provision or part had been omitted.
23. **Order of Precedence.** In the event of any conflicts or inconsistencies between this Agreement, its attachments, and exhibits, such conflicts and inconsistencies will be resolved by reference to the documents in the following order of priority:
 - A. this Agreement (excluding attachments and exhibits);
 - B. its attachments;
 - C. the bid solicitation document including any addenda (Exhibit 1); then,
 - D. the Contractor's bid response (Exhibit 2).
24. **Certificate of Interested Parties.** Contractor agrees to comply with Texas Government Code Section 2252.908, as it may be amended, and to complete Form 1295 "Certificate of Interested Parties" as part of this Agreement if required by said statute.
25. **Governing Law.** Contractor agrees to comply with all federal, Texas, and City laws in the performance of this Agreement. The applicable law for any legal disputes arising out of this Agreement is the law of the State of Texas, and such form and venue for such disputes is the appropriate district, county, or justice court in and for Nueces County, Texas.
26. **Public Information Act Requirements.** This paragraph applies only to agreements that have a stated expenditure of at least \$1,000,000 or that result in the expenditure of at least \$1,000,000 by the City. The requirements of Subchapter J, Chapter 552, Government Code, may apply to this contract and the Contractor agrees that the contract can be terminated if the Contractor knowingly or intentionally fails to comply with a requirement of that subchapter.
27. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties concerning the subject matter of this Agreement and supersedes all prior negotiations, arrangements, agreements and understandings, either oral or written, between the parties.

CONTRACTOR

Signed by:

Signature: Terry Allison
3CED714CC656444...

Printed Name: Terry Allison

Title: President

Date: 6/29/2021

CITY OF CORPUS CHRISTI

Josh Chronley
Interim Assistant Director, Contracts and Procurement

Date: _____

Attached and Incorporated by Reference:

- Attachment A: Scope of Work
- Attachment B: Bid/Pricing Schedule
- Attachment C: Insurance and Bond Requirements
- Attachment D: Warranty Requirements

Incorporated by Reference Only:

- Exhibit 1: RFB/RFP No. 3578
- Exhibit 2: Contractor's Bid/Proposal Response



ATTACHMENT A: SCOPE OF WORK

General Requirements/Background Information

- A. The Contractor shall provide Flooring services to City owned locations listed in this Scope of work. The Contractor shall provide services on an as-needed basis.
- B. The Contractor shall provide labor, supervision, parts, supplies, materials, tools, equipment, and transportation necessary to perform services.
- C. The Contractor shall perform the following services including but not limited to the following:
 - 1) Installation of vinyl commercial tile, vinyl plank, commercial carpet
 - 2) All associated floor trims and transitions
 - 3) Removal of existing flooring
 - 4) Pre-install sub-floor preparation
 - 5) Vinyl cove base installation
 - 6) Threshold installs
 - 7) Furniture moving
 - 8) Estimating

4.2 Installation Requirements

- A. The Contractor shall comply with the manufacturer's instruction and recommendation for all flooring products and installation materials.
- B. Install flooring under open-bottom obstructions and under removable flanges and furnishings into alcoves and closets of each space.
- C. Run flooring under open-bottom items such as heating convectors and install tight against wall, columns and cabinets so the entire floor area is covered with flooring material. Install edging guard at all openings and doors wherever flooring terminates, unless indicated otherwise. Prior to installation, the Contractor shall notify the Contract Administrator about all other obstructions which may occur.
- D. Cutting shall be done in accordance with the manufacturer's recommendations, using the tools designed for the flooring being installed.

- E. Edges shall be butted together with the proper pressure to produce the tightest joint possible without distortion.
- F. Use leveling compound where necessary.
- G. Metal-nosing strips shall be used as required. Substitutions must be approved by the Contract Administrator. Installation of metal-nosing strips on concrete or stone surfaces shall be by drilling, inserting plastic plugs and using non-corrosive drive screws. All screws shall have shallow head profile.
- H. Carpet and Vinyl composition tile (VCT) shall be adhered direct to existing floor surfaces in accordance with manufacturer's printed instructions.
- I. Vinyl base shall be adhered direct to designated surfaces after flooring is installed in accordance with manufacturer's instructions.
- J. Surface Preparation: Carpet and VCT
The Contractor shall prepare existing floors to receive carpet or VCT. Prior to filling, the floor must be swept clean of all loose debris. After filling, allow filler to dry. Damp mop floor and allow drying. Vacuum after mopping to ensure all debris is removed for a proper substrate to install flooring. All cracks, holes, unevenness and rough areas will be leveled and smoothed with material that complies with carpet or VCT manufacturer's recommendations to ensure warranty terms.
- K. Surface Preparation: Vinyl Base
 - 1. Designated surfaces to receive vinyl base shall be structurally sound, smooth, dry and clean, free of dirt, dust, oil, wax or other foreign matter which would interfere with a good bond.
 - 2. Painted surfaces to receive vinyl base shall be thoroughly dry and cured.
 - 3. The Contractor shall roughen shiny surfaces such as glossy paint that may cause adverse bonding.
 - 4. Back of vinyl base shall be free of mold release agents or other contaminants that could interfere with proper adhesion
- L. Installation: Carpet and VCT
 - 1. Layout and plan the area to be carpeted or tiled by preparing a seaming plan to be approved by the Contract Administrator prior to work commencing. Seaming plan shall reflect minimum

number of seams possible under guidelines of these specifications.

2. Check the plan against the available roll lengths and dye-lot numbers to ensure all rolls are of the same dye-lot. Using more than one dye-lot in the same room or open area is not permitted.
3. Plan seam locations so that no perpendicular seams occur at door openings.
4. Seams shall run with flow of traffic as best as possible.

M. Installation: Carpet tiles

1. Install carpet according to manufacturer's printer instructions.
2. Apply adhesives as per manufacturer's printed instructions.
3. In open perimeter designs, use a fixed reducer strip to secure the area.

N. Installation: Vinyl Base

1. All vinyl base shall be cove cut on inside corners.
2. Plan seam locations so that no seams end on outside corners.
3. Check each carton of base for dye lot numbers to assure there is no mixing of dye lots during installation.

O. Adhesive Application

1. Adhesives shall be compatible with product being installed.
2. The Contractor shall follow manufacturer's recommendation to apply as directed for proper adhesion and to ensure compliance with warranty terms and conditions.

P. Cleanup

1. Remove visible adhesive, seam sealer and other surfaces blemishes using cleaner recommended by manufacturer.
2. Remove protruding yarns from carpet surface.
3. Remove all debris and carpet remnants less than one yard from job site and dispose properly. Carpet remnants in excess of one yard shall be returned to the Contract Administrator

4.3 Work Order

- A. Information for the services shall be provided to the Contractor through Work Orders by phone and/or email in an emergency. The Contractor

shall request the Work Order copy from the Contract Administrator, if City fails to provide.

- B. The Contractor shall submit a written estimate for approval to the Contract Administrator utilizing pricing as outlined in the Contract. Estimate shall include labor and parts/materials based on the information provided in the Work Order or site visit.
- C. If any work requested by Work Order is of the nature to require the supervision and/or drawings of an engineer, the City will provide Contractor with the stamped drawings and/or separately procure the supervising engineer.
- D. If the estimate is accepted and work performed, the Contractor's invoice shall not exceed the authorized amount of the work order unless preauthorized by the Contract Administrator via a work order amendment prior to the work being performed.
- E. Upon completion of Work Order, the Contractor shall provide a job ticket. The job ticket shall include, but not limited to - Company Name, Date of service, Project address, Detail Description of work performed, parts/material used, and Maximo work order reference number.
- F. If any item or equipment covered under this service agreement is deemed non-- repairable, the Contractor shall immediately notify the Contract Administrator and provide assessments and recommendations.

4.4 Service Personnel

- A. The Contractor shall assure that all crews are fully and properly equipped to perform services promptly and safely without delay. All personnel assigned to the service agreement shall wear a uniform, including safety equipment and any company issued photo identification. The Contractor's employees working on site shall wear clothing with an identifiable logo bearing the name of the company visible from 15 feet. All personnel shall be neatly dressed in shirts, safety shoes, and long pants. Shorts or torn clothing are unacceptable.
- B. If the service personnel do not perform as required, the City has the right to reject the personnel and the Contractor is liable to deploy new personnel.
- C. The Contractor shall conduct background checks for all personnel before they are assigned to work under this agreement. The Contract Administrator may ask for the background check report from the Contractor. The City reserves the right to approve or refuse employees

because of an unsatisfactory background check. Background checks will be done at the sole expense of the Contractor.

4.5 Site Control

- A. The Contractor shall safeguard the area while services are being performed. The Contractor shall try to minimize an interference to the building occupants with the day to day operations. The Contractor shall be responsible for assuring the safety of its employees, City employees, and the public during performance of all services under this agreement.
- B. The Contractor shall repair or responsible for the cost to repair damage incurred in the process of performing the required services.
- C. The Contractor is responsible for protecting the work from damage from any source prior to final acceptance.

4.6 Completion

- A. Upon completion, the Contractor shall conduct a careful inspection with the department personnel and shall correct all defective work to the satisfaction of the Contract Administrator.
- B. Remove all scrap, litter and debris resulting from operations specified herein, and leave work and the premises in clean and satisfactory conditions.

4.7 Contract Pricing

The labor rate shall include all labor costs including but not limited to labor, overhead, transportation, administrative and profit. Materials will be compensated at cost with receipts and allowable markup (%) shown in contract.

4.8 Recordkeeping

The Contractor shall establish and maintain a log delineating complete and accurate records of all services, repairs, parts, supplies and materials for each location for the term of the Contract. The Contractor shall update the logs after each service defined in the Contract.

4.9 Invoicing

- A. Each month, the Contractor shall submit the invoice for flooring services to the City. The invoice shall include Work description, Work Order Number, Purchase Order Number (PO#), Service Agreement Number, Location, date of service and list of Materials that were replaced.
- B. Invoices shall be sent as follows:

- A. Original copy to Accounts Payable and copies to the Asset Management-Business Management Division at facilitymaintenanceinvoicing@cctexas.com and one to the Contract Administrator.
- B. The Contractor shall include copies of monthly Work Order as back-up for each invoice. Approval for payment shall be authorized by the Contract Administrator or Operation Superintendent.

4.10 Contractor Quality Control and Superintendence

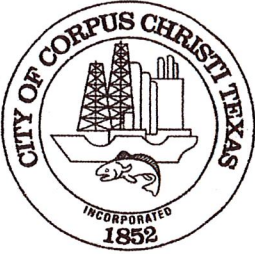
The Contractor shall establish and maintain a complete Quality Control Program that is acceptable to the Contract Administrator to assure that the requirements of the Contract are provided as specified. The Contractor will also provide supervision of the work to insure it complies with the contract requirements.

4.11 Work Location

The Contractor may perform Floor replacement and repair services to the following location including, but not limited to:

| | BUILDING | Address | Zip Code |
|----|------------------------------|-----------------------------|-----------------|
| 1 | Health Department | 1702 Horne Rd | 78416 |
| 2 | City Hall | 1201 Leopard St | 78401 |
| 3 | Gas Department | 4225 S Port Ave | 78415 |
| 4 | Police Department | 321 John Sartain St, | 78401 |
| 5 | Municipal Courts | 321 John Sartain St, | 78401 |
| 6 | Frost Bank | 2402 Leopard St, | 78408 |
| 7 | Water Department | 2726 Holly Rd, | 78415 |
| 8 | Broadmoor Senior Center | 1651 Tarlton St, | 78415 |
| 9 | Ethel Eyerly Senior Center | 654 Graham Rd. | 78418 |
| 10 | Garden Senior Center | 5325 Greely Dr, | 78412 |
| 11 | Greenwood Senior Center | 4040 Greenwood Dr, | 78416 |
| 12 | Lindale Senior Center | 3135 Swantner St, | 78404 |
| 13 | Northwest Senior Center | 9725 Upriver Rd, | 78410 |
| 14 | Oveal Williams Senior Center | 1414 Martin Luther King Dr, | 78401 |
| 15 | Zavala Senior Center | 510 Osage St, | 78405 |
| 16 | La Retama Central Library | 805 Comanche St, | 78401 |
| 17 | Garcia Public Library | 5930 Brockhampton St, | 78414 |
| 18 | Janeth Harte Public Library | 2629 Waldron Rd, | 78418 |
| 19 | Hopkins Public Library | 3202 McKinzie Rd, | 78410 |
| 20 | McDonalds Library | 4044 greenwood Dr, | 78416 |
| 21 | Neyland Public Library | 1230 Carmel Pkwy, | 78411 |

| | | | |
|----|------------------------------------|-----------------------------|-------|
| 22 | Joe Garza Recreation Center | 3204 Highland Ave, | 78405 |
| 23 | Lindale Recreation Center | 3133 Swantner St, | 78404 |
| 24 | Oak Park Recreation Center | 842 Erwin Ave, | 78408 |
| 25 | Oso Recreation Center | 111 1 Bernice Dr | 78413 |
| 26 | Soloman Coles Rec Center | 924 Winnebago St, | 78401 |
| 27 | Science and History Museum | 1900 N Chaparral St, | 78401 |
| 28 | Al Kruse Tennis Center | 502 King St, | 78401 |
| 29 | HEB Pool Complex | 1520 Shelly St, | 78404 |
| 30 | HEB Tennis Court | 1520 Shelly St, | 78404 |
| 31 | Central Kitchen | 4141 Old Brownsville Rd, | 78405 |
| 32 | 0 N Stevens Plant | 13101 Leopard St, | 78410 |
| 33 | Solid Waste Building | 2525 Hygeia, | 78415 |
| 34 | Oso Wastewater Treatment Plant | 501 Nile, | 78412 |
| 35 | Greenwood WWTP | 6541 Greenwood Dr, | 78417 |
| 36 | Broadway WWTP | 1402 W Broadway, | 78401 |
| 37 | Laguna Madre WWTP | 201 Jester St, | 78418 |
| 38 | White Cap Waste WWTP | 13409 White Cap St, | 78418 |
| 39 | Allison Wastewater Treatment Plant | 4101 Allison St, | 78410 |
| 40 | CEFE Landfill | 2397 Co.Rd.20, Robstown, TX | 78380 |
| 41 | J C Elliot Transfer Station | 6594 Greenwood St, | 78415 |
| 42 | Other City Owned locations | City Wide | |



CITY OF CORPUS CHRISTI CONTRACTS AND PROCUREMENT BID FORM

RFB No. 3578

**Flooring Repair and Replacement for Asset
Management**

PAGE 1 OF 1

Date: 5/6/2021

Bidder: Allison Flooring America

Authorized
Signature:

Luz Allison

1. Refer to "Instructions to Bidders" and Contract Terms and Conditions before completing bid.
2. Quote your best price for each item.
3. In submitting this bid, Bidder certifies that:
 - a. the prices in this bid have been arrived at independently, without consultation, communication, or agreement with any other Bidder or competitor, for the purpose of restricting competition with regard to prices.
 - b. Bidder is an Equal Opportunity Employer, and the Disclosure of Interest information on file with City's Contracts and Procurement office, pursuant to the Code of Ordinances, is current and true.
 - c. Bidder is current with all taxes due and company is in good standing with all applicable governmental agencies.
 - d. Bidder acknowledges receipt and review of all addenda for this RFB.

| Item | DESCRIPTION | Unit | 3-Year QTY | UNIT PRICE | PRICE TOTAL |
|------|-------------------------------------|-------------|------------|------------|-------------|
| 1 | Flooring Removal | Square Foot | 30,000 | \$ 8.50 | \$ 25,500 |
| 2 | Install Vinyl Commercial Tile (VCT) | Square Foot | 12,000 | \$ 2.00 | \$ 24,000 |
| 3 | Install Commercial Carpet Squares | Square Foot | 15,000 | \$ 4.65 | \$ 69,750 |
| 4 | Install glue down hardwood flooring | Square Foot | 10,000 | \$ 4.00 | \$ 40,000 |
| 5 | Install Vinyl Plank tile | Square Foot | 25,000 | \$ 5.00 | \$ 125,000 |
| 6 | Install Floating laminate flooring | Square Foot | 10,000 | \$ 5.00 | \$ 50,000 |

| | | | | | |
|---------------------|--|-------------|-----------------|-----------|------------|
| 7 | Install ceramic/porcelain tile less than 16" x 16" | Square Foot | 15,000 | \$ 4.00 | \$ 60,000 |
| 8 | Remove and replace Vinyl cove base | Linear Foot | 6,000 | \$ 2.00 | \$ 12,000 |
| 9 | Install transition pieces Rubber, Metal, Wood etc. | Linear Foot | 3000 | \$ 2.95 | \$ 8,850 |
| 10 | Floor Leveling | Square foot | 20,000 | \$ 1.40 | \$ 28,000 |
| 11 | Furniture moving | Hours | 500 | \$ 110.00 | \$ 55,000 |
| | | | Estimated Spend | Mark up % | |
| 12 | Materials | | \$180,000 | 10 % | \$ 198,000 |
| 3-Year TOTAL | | | | | \$ 696,100 |

Attachment C: Insurance and Bond Requirements

I. CONTRACTOR'S LIABILITY INSURANCE

- A. Contractor must not commence work under this agreement until all insurance required has been obtained and such insurance has been approved by the City. Contractor must not allow any subcontractor Agency to commence work until all similar insurance required of any subcontractor Agency has been obtained.
- B. Contractor must furnish to the City's Risk Manager and Contract Administer one (1) copy of Certificates of Insurance (COI) with applicable policy endorsements showing the following minimum coverage by an insurance company(s) acceptable to the City's Risk Manager. The City must be listed as an additional insured on the General liability and Auto Liability policies by endorsement, and a waiver of subrogation is required on all applicable policies. Endorsements must be provided with COI. Project name and or number must be listed in Description Box of COI.

| TYPE OF INSURANCE | MINIMUM INSURANCE COVERAGE |
|--|--|
| 30-written day notice of cancellation, required on all certificates or by applicable policy endorsements | Bodily Injury and property Damage Per occurrence - aggregate |
| Commercial General Liability Including: 1. Commercial Broad Form 2. Premises -Operations 3. Products/ Completed Operations 4. Contractual Liability 5. Independent Contractors 6. Personal Injury- Advertising Injury | \$1,000,000 Per Occurrence |
| AUTO LIABILITY (including) 1. Owned 2. Hired and Non-Owned 3. Rented/Leased | \$500,000 Combined Single Limit |
| WORKERS' COMPENSATION | Statutory |
| EMPLOYER'S LIABILITY | \$500,000 /\$500,000 /\$500,000 |

- C. In the event of accidents of any kind related to this agreement, Contractor must furnish the Risk Manager with copies of all reports of any accidents within 10 days of the accident.

II. ADDITIONAL REQUIREMENTS

- A. Applicable for paid employees, Contractor must obtain workers' compensation coverage through a licensed insurance company. The coverage must be written on a policy and endorsements approved by the Texas Department of Insurance. The workers' compensation coverage provided must be in an amount sufficient to assure that all workers' compensation obligations incurred by the Contractor will be promptly met.
- B. Contractor shall obtain and maintain in full force and effect for the duration of this Contract, and any extension hereof, at Contractor's sole expense, insurance coverage written on an occurrence basis, by companies authorized and admitted to do business in the State of Texas and with an A.M. Best's rating of no less than A-VII.
- C. Contractor shall be required to submit a copy of the replacement certificate of insurance to City at the address provided below within 10 days of the requested change. Contractor shall pay any costs incurred resulting from said changes. All notices under this Article shall be given to City at the following address:

City of Corpus Christi
Attn: Risk Manager
P.O. Box 9277
Corpus Christi, TX 78469-9277

- D. Contractor agrees that with respect to the above required insurance, all insurance policies are to contain or be endorsed to contain the following required provisions:
- List the City and its officers, officials, employees, volunteers, and elected representatives as additional insured by endorsement, as respects operations, completed operation and activities of, or on behalf of, the named insured performed under contract with the City, with the exception of the workers' compensation policy;
 - Provide for an endorsement that the "other insurance" clause shall not apply to the City of Corpus Christi where the City is an additional insured shown on the policy;
 - Workers' compensation and employers' liability policies will provide a waiver of subrogation in favor of the City; and
 - Provide thirty (30) calendar days advance written notice directly to City of any suspension, cancellation, non-renewal or material change in coverage, and not less than ten (10) calendar days advance written notice for nonpayment of premium.

- E. Within five (5) calendar days of a suspension, cancellation, or non-renewal of coverage, Contractor shall provide a replacement Certificate of Insurance and applicable endorsements to City. City shall have the option to suspend Contractor's performance should there be a lapse in coverage at any time during this contract. Failure to provide and to maintain the required insurance shall constitute a material breach of this contract.
- F. In addition to any other remedies the City may have upon Contractor's failure to provide and maintain any insurance or policy endorsements to the extent and within the time herein required, the City shall have the right to order Contractor to remove the exhibit hereunder, and/or withhold any payment(s) if any, which become due to Contractor hereunder until Contractor demonstrates compliance with the requirements hereof.
- G. Nothing herein contained shall be construed as limiting in any way the extent to which Contractor may be held responsible for payments of damages to persons or property resulting from Contractor's or its subcontractor's performance of the work covered under this agreement.
- H. It is agreed that Contractor's insurance shall be deemed primary and non-contributory with respect to any insurance or self insurance carried by the City of Corpus Christi for liability arising out of operations under this agreement.
- I. It is understood and agreed that the insurance required is in addition to and separate from any other obligation contained in this agreement.

Bond Requirements:

No bonds are required.

2020 Insurance Requirements

Ins. Req. Exhibit 4-B

Contracts for General Services - Services Performed Onsite

06/08/2020 Risk Management -Legal Dept.

ATTACHMENT D: WARRANTY REQUIREMENTS

Warranty on Labor and Workmanship shall be one year.

Warranty on all materials shall be one year.

- A. Covered warranty on new installation shall be one year or better for all labor and material.
- B. Warranty on all repairs shall be 1 year or better for all labor and materials. Any additional service call to repair deficiencies previously addressed, will not be considered for payment.