DATE: August 11, 2020

TO: Potential Offerors

FROM: MHA-Public Housing Modernization

RE: FLOORING INSTALLATION IN MHA PUBLIC HOUSING UNITS UNDER CAPITAL RENOVATION, MEMPHIS, TN HM 20 B 00570

The Memphis Housing Authority is requesting unit prices from qualified contractors for the installation of flooring materials (of various types) in vacant dwelling units in MHA Public Housing Developments on an as needed basis.

DEADLINE FOR QUESTIONS: Tuesday, August 18, 2020 at 4 p.m. CST
QUOTE SUBMISSION DEADLINE: Tuesday, August 25, 2020 at 2 p.m. CST

Scheduled work hours shall be from 8 a.m. till 4:30 p.m. Monday through Friday. The selected contractor shall provide sufficient staffing to complete the work within the time specified in each issued task order.

Scope of Work

The Contractor shall provide all the necessary materials, supplies, labor, code inspections, permits, insurance, equipment, and supervision for a turnkey project. The selected contractor performing the scope of work listed below shall be licensed as required to perform the specified work in the State of Tennessee.

The intent of the scope of work is to install flooring materials and related work as specified (per task order) in vacant units.

MHA will issue task orders to the contractor defining the work to be done and will conduct a final inspection to ensure that all work meets specifications and all applicable local and state codes as required.

The work will consist of the following:
1. The contractor shall remove all existing flooring materials and clean all surfaces as applicable. The contractor is responsible for the removal and disposal of all removed materials.
2. The contractor shall fill holes and cracks in the slab, apply floor leveler as necessary and clean all excess materials prior to applying flooring adhesive.
3. The contractor shall install flooring materials as specified and per manufacturer’s recommendations. (See appendix for specifications.)
4. The contractor shall install PVC composite baseboard materials and quarter round as specified and per manufacturer’s recommendations. (See appendix for specifications.)

"Striving for Excellence and Nothing Less"
5. The contractor shall install thresholds at each door where flooring material changes and/or at every entry door and rear door where applicable.

6. The contractor shall replace and/or refresh stair treads as required.

7. The contractor shall clean all flooring and base board materials upon installation completion. All materials shall be protected from damage during installation. Any flooring materials that are damaged during installation and cleaning efforts will be replaced by the contractor at no additional cost to MHA.

8. An MHA representative will inspect each flooring installation upon completion. The contractor shall leave one box of installed flooring materials with an MHA representative. The contractor shall not leave extra materials in empty unattended areas. The MHA representative will verify that extra materials are received and properly stored prior to issuing a certification of completion.

9. The contractor shall submit a pay application per task order after receipt of the certificate of completion from the MHA representative.

Products

The contractor shall provide products of one of the following:

1. Prestwick Plank Luxury Vinyl Tile or an approved equal
2. 5/8” x 3 — 1/4” PVC baseboard
3. 1/2” Composite Quarter Round
4. Carpeting shall be specified per task order
5. VCT materials shall be specified per task order
6. Rubber door threshold. Color shall match existing conditions

Project Execution

A construction schedule will be issued to the contractor with each assigned task order.

The contractor shall provide submittals and shop drawings for all specified materials (as applicable) within five days after issuance of the Notice to Proceed. These submittals must be approved before the installation of any specified materials.

The contractor shall comply with all applicable laws, ordinances, codes, rules and regulations. The contractor shall secure and pay for all permits, fees, inspections, licenses necessary for the proper execution and completion of this work.

The contractor is required to submit a notification of service interruption, seventy-two (72) hours prior to disabling any service that will affect the residents.

The Contractor shall make reasonable efforts to protect the work and property from any damage. The contractor shall take the necessary means to secure materials, tools and equipment. Damage to MHA property or to the contractor’s work, loss or theft of materials, tools and equipment throughout the project’s duration shall not result in additional cost to MHA.

All materials shall be made in the USA.
Wage Rates

Wage rates paid to employees shall be based on and not less than the latest U.S. Department of Housing Urban Development Maintenance Wage Rate Determination for Non-Routine Maintenance.

Insurance

The contractor shall provide and maintain for the complete period of the contract adequate insurance coverage for Worker Compensation and Comprehensive General Liability. The minimum Comprehensive General Liability coverage for this project is One Million Dollars and Zero Cents [1,000,000.00].

Payment

Upon approval of work, the Contractor shall submit one payment application per task order.

Quotes

A firm fixed price must be provided. Quotes can be emailed to Kelitia Dickson at kdickson@memphisha.org or delivered via mail or hand delivered. Hand deliveries and mail should be addressed to:

Kelitia Dickson, Senior Project Manager
Capital Improvements Department
Memphis Housing Authority
700 Adams Avenue
Memphis, TN 38105

All quotes shall be submitted on the quote form no later than 2:00 pm. CST, Tuesday, August 25, 2020.

MHA will evaluate each quote form based on contractor qualifications and submitted unit prices. MHA reserves the right to select one or multiple contractors for this work.

MHA reserves the right to reject any or all offers and to waive any informalities in the bidding. No bid shall be withdrawn for a period of ninety (90) days after opening without the consent of MHA.

Attachments:

1. Quote Form
2. Non-Routine Maintenance Wage Rates
3. Product Specifications
ATTACHMENT
QUOTE FORM
<table>
<thead>
<tr>
<th>ITEM DESCRIPTION</th>
<th>UNIT</th>
<th>QUANTITY</th>
<th>UNIT COST</th>
<th>TOTAL PER ITEM</th>
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<td>REMOVAL OF EXISTING FLOORING MATERIALS</td>
<td>LS per Unit</td>
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<td>$________</td>
<td>$____________________</td>
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<tr>
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<td>$____________________</td>
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<tr>
<td>REMOVAL AND/OR REFRESHING OF STAIR TREADS</td>
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<td>$____________________</td>
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<tr>
<td>DEBRIS HAUL OFF</td>
<td>LS per Unit</td>
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<td>$____________________</td>
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<tr>
<td>FLOOR PREPARATION - CLEANING</td>
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<tr>
<td>FLOOR PREPARATION - FLOORING LEVELING</td>
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<td>$____________________</td>
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<tr>
<td>LUXURY VINYL PLANK INSTALLATION</td>
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<tr>
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<tr>
<td>QUARTER ROUND MATERIAL</td>
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<td>LF</td>
<td>2500</td>
<td>$________</td>
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</tbody>
</table>

All costs are inclusive of supervision, labor, materials (adhesive), equipment, supplies (extra box of installed flooring material), insurance, overhead, general conditions, profit, direct and indirect costs for a turnkey project as indicated above.

COMPANY NAME: __________________________________________________________

SIGNATURE: ___________________________________________________________

DATE: ________________________________________________________________
ATTACHMENT
NON-ROUTINE MAINTENANCE WAGE RATES
The following wage rate determination is made pursuant to Section 12(a) of the U.S. Housing Act of 1937, as amended, (public housing agencies), or pursuant to Section 104(b) of the Native American Housing Assistance and Self-determination Act of 1996, as amended, (Indian housing agencies). The agency and its contractors may pay to maintenance laborers and mechanics no less than the wage rate(s) indicated for the type of work they actually perform.

**Alfreida S. Doe**  
Contract Industrial Relations Specialist  
HUD Labor Relations  
(Name, Title, Signature)  
August 30, 2018  
Date

<table>
<thead>
<tr>
<th>WORK CLASSIFICATION(S)</th>
<th>HOURLY WAGE RATES</th>
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<tr>
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<tr>
<td>Power Equipment Operator (Semi-skilled)</td>
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<tr>
<td>Truck Driver (Semi-skilled)</td>
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<td>Painter (Skilled)</td>
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<td></td>
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<tr>
<td>Roofer (Semi-skilled)</td>
<td>14.60</td>
<td></td>
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<tr>
<td>Cement Mason</td>
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<td>Concrete Finisher</td>
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<tr>
<td>Sheet Metal Worker</td>
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<tr>
<td>HVAC Duct (Skilled)</td>
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</table>

The agency employee benefit program has been determined by HUD to be acceptable for meeting the prevailing fringe benefit requirements.  
(HUD Labor Relations: If applicable, check box and initial below.)

LR Staff Initial

FOR HUDE USE ONLY  
LR2000:  
Log in: IAM-022  
Log out: OAM-105
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<td>Electrician</td>
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<td>Carpenter</td>
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</tr>
<tr>
<td>Plumber</td>
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<td>Laborers (non-skilled)</td>
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<td>Landscape</td>
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<td>Flagger</td>
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<td>Mason Tender/Brick</td>
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<td>Roof Tearoff</td>
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<td>Power Equipment</td>
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<td>Bulldozer</td>
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<td>Asphalt Paver</td>
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<tr>
<td>Bobcat/Roller</td>
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<td>Bobcat/Skid</td>
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<td>Loader</td>
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<td>Roofer (Semi-Skilled)</td>
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<tr>
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<tr>
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<tr>
<td>CONCRETE FINISHER</td>
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<td>SHEET METAL WORKER</td>
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<td><strong>(Skilled)</strong></td>
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<tr>
<td>HVAC DUCT</td>
<td>$20.02</td>
</tr>
</tbody>
</table>
Luxury Vinyl Tile

Care and Maintenance

IMPORTANT: Do not wash or scrub the new Luxury Vinyl Tile flooring for at least 5 days after the installation. This will allow the planks to become "seated" in the adhesive and prevent excess moisture and cleaning agents from interfering with the adhesive bond.

Proactive Protection for your Floor

When moving appliances or heavy furniture it is always wise to lay a plywood panel on your floor and "walk" the item across it. This protects your floor from scuffing and tears.

Use floor protectors, under furniture to reduce indentation. As a general rule of thumb, the heavier the item, the wider the floor protector needed.

Place a walk-off mat at outside entrances to reduce the amount of dirt brought into your home. We strongly recommend mats without a latex or rubber backing since these backings can cause permanent discoloration.

Caring for Your Floor

Sweep or vacuum regularly, to remove loose dirt which can scratch your floor.

NOTE: We do not recommend vacuums that have a beater bar since it can visibly damage your flooring surface. Additionally, we do not recommend electric brooms with hard plastic bottoms with no padding as use may result in discoloration, scratching and loss of gloss.

Wipe up spills as soon as possible. Never use highly abrasive scrubbing tools on any resilient floor.

Wash your floor regularly with a vinyl floor cleaner.

Do NOT use Detergents, abrasive cleaners, or "mop and shine" products. These products may leave a dull film on your floor.

Over time, if the shine on your floor begins to dull, apply Resilient Low Gloss Floor Finish to restore the appearance of Luxury Vinyl Tile planks. Do NOT use paste wax or solvent-basted polishes.

Vinyl flooring, like other types of smooth floors, can become slippery when wet. Allow time for floor to dry after washing. Immediately wipe up wet areas from spills, foreign substance, or wet feet.
Veranda 7527 5/8 in. x 3-1/4 in. x 8 ft. Primed White PVC Colonial Base Moulding

$10.07/each

Overview
100% PVC window, door and garage surrounds, trim, fascia and decorative moulding provides a beautiful, durable option to costly wood trim. Whether you're building a new home...
Product Overview

100% PVC window, door and garage surrounds, trim, fascia and decorative moulding provides a beautiful, durable option to costly wood trim. Whether you’re building a new home or remodeling and existing, there are Royal Moulding trim products to suit virtually any taste or style to give every home a unique look all its own. Add moulding to your home adds value and a nice finishing touch to any room.

- PVC has superior rating and gluing
- Product finish: primed
- Product is moisture proof, termite proof and does not promote mold and mildew
- Installing PVC saves time and labor
- Product installs easily with standard wood working tools
- California residents see Prop 65 WARNINGS

Info & Guides

- Installation Guide

You will need Adobe Acrobat Reader to view PDF documents.
Download a free copy from the Adobe Web site.

Specifications

Dimensions

Product Depth (in.)
0.625
Product Length (in.)
3.25
Product Width (in.)
96

Details

Application
Floor
Color Family
White
Color/Finish
White
Finish Type
Primed
Installation Type
Glue, Nail
Interior/Exterior
Exterior
Material
PVC
Moulding Features
Moisture Resistant, Rot Resistant, Termite Resistant

Moulding Type

Base

Pattern Number

0752700001

Pro Pack

No

Returnable

90-Day

Sell Pack Options

Single Item

Warranty / Certifications

Manufacturer Warranty

Lifetime no rot warranty

How can we improve our product information? Provide feedback.
Veranda 8 ft. x 1/2 in. x 1/2 in. Cellular Vinyl Composite Quarter Round Moulding

Overview
Use 8 ft. x 1/2 in. x 1/2 in. Cellular Vinyl Quarter Round Moulding as a finishing touch and know that it will hold up for many years. Simply cut and glue or nail this bright white quarter round.Interest Description

Quantity

Pick Up In Store Today

Add to Cart

31 In stock at Memphis Puplar
Add 14, Bay 024 Text to Me
Check Nearby Stores

We'll Deliver It to You

Add to Cart

Free Delivery on $45 order
Get it by November 15

Get it tomorrow at your convenience. Delivery Options

Or buy now with

Easy returns in store and online
Learn about our return policy

Product Overview

Use 8 ft. x 1/2 in. x 1/2 in. Cellular Vinyl Quarter Round Moulding as a finishing touch and know that it will hold up for many years. Simply cut and glue or nail this bright-white quarter round into place. It is also paintable.

- Made of durable cellular vinyl
- Pre-finished in bright white and can be painted or stained
- Resists moisture, rot, and termite
- 96 in. Length

California residents see Prop 65 WARNINGS

Info & Guides
- Installation Guide

You will need Adobe® Acrobat® Reader to view PDF documents. Download a free copy from the Adobe Web site.

Specifications

Dimensions

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<thead>
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<th>Product Depth (in.)</th>
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Details

- Application
- Floor
- Color Family
- White
- Color/Finish
- White
- Finish Type
- Primed
- Installation Type
- Glue, Nail
- Interior/Exterior
- Interior
- Material
- Composite
- Moulding Features
- Moisture Resistant, Rot Resistant, Termite Resistant
- Moulding Type
Quarter Round

Pattern Number
0202409625

Pro Pack
No

Returnable
90-Day

Sell Pack Options
Single Item

Warranty / Certifications

Manufacturer Warranty

Interior Waterproof Material

How can we improve our product information? Provide feedback.