



**TurnKey Recovery**  
Managed Direct Repair Program

## INVITATION FOR BID (IFB)

<u>IFB Number</u>	<u>Scope Description</u>	<u>Closing Date</u>	<u>Closing Time</u>
PR139389-002097-9644	Flooring Repairs	5/13/2022	17:00 CST

Insured Property Owner:	City of McGregor		
Property Location Name:	Fire Station		
Address Line 1:	1701 Bluebonnet Pkwy.		
Address Line 2:			
City:	McGregor	State:	TX
		Zip Code:	76557

**DESCRIPTION:** Furnish all required labor, materials, and equipment necessary to provide Scope-of-Work at the above-described location. Work is being authorized under the elected TMLIRP TurnKey Recovery Program<sup>SM</sup> administered by Synergy NDS, Inc. (SynergyNDS) on behalf of the Insured Property Owner, a Member of the Texas Municipal League Intergovernmental Risk Pool (TMLIRP).

**SUBMITTAL INSTRUCTIONS:** In support of Procurement Guidelines, the IFB Packet includes specifications and terms & conditions associated with the above referenced project information.

- Bids shall be received no later than the Closing Date & Time indicated above. Bids received after above deadline or that are not submitted in accordance to Submittal Instructions may be rejected without further explanation or contractor notification.
- Bid shall be completed and submitted using **ONLY** the **Contractor Submittal Form** (provided at the end of the IFB Packet). Contractor may attach additional supporting documents that may or may not be used in the overall scoring of the IFB Contractor Submittal. Attachments do not change &/or modify any of the IFB Terms & Conditions as outlined in the following pages (Pages 1-10).
- Contractor IFB Form Submittal **MUST INCLUDE** all applicable Sales Tax or any other Local, State &/or Federally mandated fee(s) within the aggregated Lump Sum Proposal. Do not breakout separately.
- Contractor is responsible to validate all Quantities and Units of Measurements specific to the following scope items &/or products. The information and descriptions provided in the IFB are intended for general guidance purposes only. Contractor may not change or alter any material &/or specifications identified in the IFB for submission purposes without prior written/email notification to: [bids@synergynds.com](mailto:bids@synergynds.com).
- Contractor has the sole responsibility to ensure that all services and material for BID Submittal (whether stated correctly in the IFB or not) satisfactorily meet all required Codes & Standards, OSHA Guidelines and The Americans with Disabilities Act (ADA).
- Contractor should also consider the approach (if necessary) in which to stock/store material at the jobsite in a safe and secure manner. SynergyNDS will not be responsible for lost or stolen material, supplies or equipment stocked at the jobsite.
- Bid award will be made based on best overall LUMP SUM project value as determined by SynergyNDS in accordance to market valuation, project demands, critical path scheduling – as well as overall Insured Member's WorkForce Participation Goals. Contributing factors, in addition to price, may be considered as necessary to help determine bid award based on any additional criteria set forth by the specific TMLIRP Insured Member.

8. SynergyNDS reserves the right to modify the IFB Specifications and Terms & Conditions at any time during the bid solicitation process. Timely notice to all bidders will be given via an electronically distributed Addendum.
9. All registered HUB & HUB Zone Contractors, as well as DBEs are encouraged to participate. Additional Contractor Financial Assistance is available to help support daily HUB/DBE Contractor's operations under the terms and condition of a successful contract award.
10. SynergyNDS is an equal opportunity employer and administers all Contracts & Contractor Agreements in accordance to the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a).
11. Contractor is strongly encouraged to schedule a Site Visit of the property as necessary to support the IFB Submittal. All scheduled site visits can be requested at [bids@synergynds.com](mailto:bids@synergynds.com).
12. When a mandatory Pre-BID Meeting is identified and scheduled in a specific IFB, Contractor Attendance is a requirement as part of the Solicitation. Contractors who fail to attend the Pre-BID Meeting will not be eligible to participate in the IFB and subsequent submittal process.
13. Contractor can submit all questions &/or concerns specific to the IFB by email to: [bids@synergynds.com](mailto:bids@synergynds.com).

## SCOPE-OF-WORK SUMMARY

Refer to **EXHIBIT A** for scope-of-work description.

### Yes | No

- |  |   |
|--|---|
| <input checked="" type="checkbox"/>   <input type="checkbox"/> | This IFB is part of a publicly advertised solicitation      |
| <input type="checkbox"/>   <input checked="" type="checkbox"/> | This IFB is part of a potential Federally Funded Project.   |
| <input checked="" type="checkbox"/>   <input type="checkbox"/> | This IFB is being distributed externally                    |
| <input type="checkbox"/>   <input checked="" type="checkbox"/> | This IFB requires a Contractor Payment or Performance Bond. |
| <input type="checkbox"/>   <input checked="" type="checkbox"/> | This IFB requires a Pre-BID Meeting                         |
| <input type="checkbox"/>   <input checked="" type="checkbox"/> | This IFB supports workforce participation goals.            |

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## IFB EXHIBIT A Scope-of-Work

<u>IFB Number</u>	<u>Scope Description</u>	<u>Closing Date</u>	<u>Closing Time</u>
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Address Line 1:	1701 Bluebonnet Pkwy.		
Address Line 2:			
City:	McGregor	State:	TX
		Zip Code:	76557

### GENERAL SCOPE DESCRIPTION

The City of McGregor Fire Station sustained damages as a result of the winter storm that hit Texas in February 2021. All building interiors were damaged as a result of the loss. Purpose of the IFB is to solicit bids for repairs to the flooring as defined below.

Contractor shall coordinate all work with SynergyNDS. Anticipate location to be ready for flooring on or around 05/23/22. Contractor shall be ready to start work within one week of being notified that building is ready for flooring scope to start. Interior finish area is approximately 5400SF. Contractor to verify. This is a lump sum bid for all requested work.

### GENERAL SCOPE-OF-WORK DISCUSSION

#### Flooring Underlayment:

Contractor shall provide and install 3/8" AC plywood underlayment board or equivalent on top of existing T&G wood floor. Contractor shall ensure that final underlayment provides suitable surfaces for installation of VCT flooring. Contractor can elect to utilize alternative underlayment so-long-as a level surface so that the VCT installation final appearance is level and smooth.

Contractor shall utilize floor leveling material as need and/or where required to achieve the desired appearance.

#### VCT Flooring:

Contractor shall provide and install VCT flooring throughout the work area.

Adhesive shall be manufacture approved for VCT being installed.

Adhesive shall be installed in accordance with manufacturer's instructions.

Color to be determined.

#### Cove Base:

Contractor shall provide and install 4" vinyl cove base throughout all areas.

Color to be determined.

#### Floor Waxing:

Contractor shall strip manufactures coating from VCT after installation.

Contractor shall wax VCT a minimum of 3 coats after installation.

Waxing shall be completed after all other work has been completed. (last step on project)

#### Concrete Floor:

Contractor shall clean all concrete floor areas of any foreign debris.

These are the floors which do not received any VCT flooring

Shower in large bathroom

Electrical closet

Mop Closet

#### Transitions:

Contractor shall provide and install all required transition pieces. This includes but not limited to doorways, VCT to concrete, etc.

*\*Information should match scope-of-work description as described in SimpliCity<sup>SM</sup>.*

**ADDITIONAL NOTES &/OR REQUIREMENTS**

This is a lump sum bid for all requested work. Award criteria includes: Reputation of contractor, previous relationship with the City of McGregor, TML, and/or SynergyNDS, proposed timeline which is best overall for the project, and/or as approved by the City of McGregor, TML, and/or SynergyNDS.

Bid packets shall include the following:

- 1) Completed IFB Form.
- 2) Proposed timeline for project from beginning of project to completion.

**DRAWING & SPECIFICATION DESCRIPTION**

Dropbox Link for Plans & Post-Demo Matterport Scan

Document #1 <https://www.dropbox.com/s/8phprv0tovzonzfp/PS100150043-McGregor Firehall SS wo dig.pdf?dl=0>

Document #2 <https://my.matterport.com/models/83pkuWpjYbW?organization=JYnJgrratqh&section=media>

**ADDITIONAL CONTRACTOR EXPECTATIONS**

Click or tap here to enter text.

*\*Contractor should understand overall expectations as further detailed in the attached TurnKey Recovery<sup>SM</sup> Contractor Expectation Document in support of accounting for a responsible IFB Submittal.*

**GENERAL WORKDAY &/OR JOBSITE CONSIDERATIONS**

Safety Expectations: Contractor shall abide by all site safety requirements. Contractor shall hold a Job Hazard Analysis (JHA) with workers each day prior to starting work for the day. A copy of the JHA shall be provided to the Project Manager each day as requested. Contractor and their workers are expected to utilize appropriate PPE for the task being performed each day. Minimum PPE is to include but not limited to: Hard hat, safety glasses, safety shoes, gloves, etc

- **Occupant Workday:**  Standard (M-F/8-5pm)  Wknd/After Hours  Other \_\_\_\_\_
- **Building/Site Occupancy:**  Occupied  Vacant  Partial
- **Site Access:**  Open  Restricted (Gated/Security)
- **Parking/Laydown Area:**  Open/Available  Restricted  Limited
- **Restroom Facilities:**  Fixed/Indoor  Portalets  Not Available
- **Waste/Debris Containers:**  Provided/Onsite  Include in BID

**Email all IFB Questions to [Bids@synergynds.com](mailto:Bids@synergynds.com)**



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## IFB – CONTRACTOR SUBMITTAL FORM

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PR139389-002097-9644	Flooring Repairs	5/13/2022	17:00 CST

**Company Name:**

**Address Line 1:**

**Address Line 2:**

**City:**

**State:**

**Zip Code:**

**Contractor Certification:**  DBE  WBE/WOSB  HUB  SDVOSB/VOSB

### CONTRACTOR LUMP SUM PROPOSAL:

<b>IFB TITLE</b>	<b>PROPOSAL:</b>
	\$

### CONTRACTOR NOTES:

Click or tap here to enter text.

**MATERIAL DEPOSIT:**  Required  Requested

\$

I understand that all applicable Sales Tax or any other Local, State &/or Federally mandated fee(s) are to be included within the aggregated Lump Sum Proposal. Do not breakout separately. Contractor may attach additional supporting documents that may or may not be used in the overall scoring of the IFB Contractor Submittal. Attachments do not change &/or modify any of the Terms & Conditions as outlined in the IFB, Scope-of-Work (Exhibit A) and the Turnkey Recovery<sup>SM</sup> Contractor Expectations.

**I, having the legal authorization to represent the "Company" (the undersigned) have read and understood the IFB, its Scope-of-Work and the Turnkey Recovery<sup>SM</sup> Contractor Expectations in accordance with the Terms & Conditions:**

**Company Contact Name (Please Print)**

**Company Title (Please Print)**

X

**Signature**

**Date**