

RFP: Install Owner Furnished Access Flooring

SCOPE OF WORK

CNE is requesting proposals from qualified contractors to complete the work herein. The project is tax exempt and taxes shall not be included in the bidder's proposal. Bidders are encouraged to visit the site. Site visit is not mandatory, however, Owner will not accept any requests for change due to bidder's failure to visit the project site and understand the logistics involved. Project requires the installation of Owner furnish access flooring in a roughly 1,000 sf space. Generally, the bidder is responsible for the following:

1. Layout of flooring system in Owner's space on 3rd floor.
2. Transporting all materials from the north warehouse on property to the 3rd floor work space.
3. Complete installation of the access floor system:
 - a. Cutting concrete access panels may be required.
 - b. Install of Owner furnished concrete filled access panels.
 - c. Install of Owner furnished support frames and stringers.
 - d. All fasteners by contractor.
 - e. All mastics by contractor.
4. Install accessible ramp utilizing Owner panels and support framing.
5. Daily cleanup with scrap disposed in Owner furnished dumpster.
6. Contractor shall include in the cost the following:
 - a. Labor.
 - b. Costs of home office overhead.
 - c. All field costs associated with the work.
7. Any agreed to changes to the project will be on a time and material basis.
 - a. Contractor shall submit with its proposal a rate sheet for the following:
 - i. Hourly labor rate. Submit regular time and overtime rates for each category of employee. Hourly rates shall be inclusive of all burdens and allowances (example: FICA, worker's compensation, small tools, etc.).
 - ii. Rate for overhead and profit for contractor.
 - iii. Rate for overhead and profit on subcontractor work.
8. Working hours are 7 am – 5 pm Monday thru Friday. Or as Owner approved in advance.

FORM OF PROPOSAL

Bidder proposes to complete the “turn-key” work described herein, as shown on the drawings, as discussed during the mandatory pre-bid, and as clarified through any supplemental requests for information or clarifications for the lump sum amount of:

Print Bid Amount (rounded to nearest dollar): _____

Numeric Bid Amount: \$ _____

Bidding notes:

1. Bid shall include the following fees:
 - a. ½% of total bid included for TERO fees per Cherokee Nation statute.
 - b. \$25/day/onsite worker for each non-Native American employee.
 - c. 1% of total bid (pre-TERO fee) for Cherokee Nation Art fund per Cherokee Nation statute.
2. Provide separate rate sheet as noted in number 6 above.