



FQ-010-2017

TEEN TOWN RENOVATIONS

Written quotes will be accepted by the City of Lake City, Florida until 4:00 PM local time on Thursday, May 25, 2017 to provide all parts, labor, materials and equipment to complete renovations in accordance to the attached scope of work for Teen Town. Any quote received after this time will not be considered.

Written quotes may be mailed, hand delivered, e-mailed or faxed to:

City of Lake City
Procurement – 2nd Floor
205 N Marion Avenue
Lake City, FL 32055
procurement@lcfla.com
(386) 755-6112 – fax number

All questions must be directed to Karen Nelmes, Procurement Coordinator, at (386) 719-5818.

**TEEN TOWN RENOVATIONS
SITE LOCATION: 533 NW DESOTO STREET
LAKE CITY, FLORIDA 32055**

On-Site meeting at address listed above is mandatory prior to contractor quoting.
Contact Heyward Christie at (386) 754-3607 or christieh@lcfla.com to schedule a site visit.

“SCOPE OF WORK”

ITEM I:

Kitchen Renovations:

1. Remove Vinyl Composition Tile (VCT) and baseboards. Prepare floor for installation of new ceramic tile.
2. Install Ceramic Tile to match existing tile in foyer.
3. Remove the two (2) existing counter tops and install new standard stock laminate counter tops.
 - Exact color to be determined – in stock selections
4. Remove existing sink and faucet. Replace with new stainless steel double bowl sink and Single Lever faucet.
5. Move Icemaker to new location for duration of floor renovation and reinstall after floors are complete.
6. Detach upper cabinets and reinstall once Fiber-Reinforced Panels (FRP) are removed.
7. Remove existing Fiber-Reinforced Panels (FRP).
8. Install new ceramic tile backsplash under all wall cabinets. White ceramic tiles 3” x 6” gloss-finish (Subway Style).
9. Acoustic ceiling to be removed and replaced with 2’x2’ acoustic grid to match Main Hall of building.
10. Install ¾” wood baseboard to match Main Room of building.
11. Remove water heater and 48” cabinet enclosure. Relocate water heater to the Women’s restroom. A new plywood cabinet will need to be installed to surround the water heater. See page 3 item 15.
12. Paint all Walls and Trim in the Kitchen and Main Hall.
 - Exact color/finish on file at Sherwin Williams

Bathroom Renovations (Men and Women):

1. Relocate existing sink in Women's bathroom closer to commode per ADA standards.
2. Install pipe for hot water to all bathrooms.
3. Install drain and drain pan for hot water at new location.
4. Install new acoustical 2'x2' grid ceiling in all bathrooms.
5. Remove existing VCT flooring in all bathrooms and prepare floors for installation of new ceramic tile floors.
6. Remove existing handicap bars, towel holder, etc. – in order to install new drywall.
7. Reinstall handicap bars, towel holder, etc. per ADA standards.
8. Install ¼" furring strips on exterior block bathroom walls.
9. Install ¾" Insulation board to block bathroom walls.
10. Install ½" drywall on all bathroom walls.
11. Install ¾" wood baseboards in all bathrooms to match Main Hall of Building.
12. Paint walls and trim throughout.
 - Exact color/finish on file at Sherwin Williams
13. Install 2'x4' fluorescent light to match existing hall area.
14. HVAC ducts to be moved and attached to the new ceiling grid.
15. Install custom wood cabinet enclosure around water heater at new location with shelving above for supplies in women's bathroom.
 - Hardware to be determined.
16. Replace electric receptacle over sink with proper Ground Fault Interrupter (GFI) in all bathrooms.
17. Move current light switches to be flush with wall at new drywall finish location.

18. Install new mirror over sinks in all bathrooms.
19. Install new door on the storage area in Men's bathroom.

Note: Contractor will be responsible for ensuring all ADA requirements are met on site.

“TERMS AND CONDITIONS”

A. PROJECT LOCATION:

City of Lake City
Teen Town Recreation Center
533 NW Desoto Street
Lake City, FL 32055

B. CONTRACTORS RESPONSIBILITY:

1. Project site must be maintained in clean and safe environment at all times this work is in process.
2. Contractor must comply with all State, Federal and local safety regulations as pertains to work awarded from this quote.

C. LICENSE/PERMITS:

1. All Contractor's must be qualified and licensed under the laws, rules and regulations of the State of Florida and the City of Lake City, Florida to perform the work required by these contract documents. Contractor's qualifications including equipment to be used for this project will be subject to review and approval by the City prior to award.
2. The awarded contractor shall secure permits and arrange for inspections as required.
3. If after the awarded Contractor has completed the work and it is found upon inspection by the City's Growth Management Department not to be satisfactorily completed, the Contractor will have a specified time, to be determined by the Growth Management Department, to correctly complete the work. Upon completion the Contractor will request a final inspection of all work by the City's Growth Management Department. If the Contractor fails or refuses to complete the work to the City's satisfaction, the City reserves the right to procure the

services from another source and hold the Contractor responsible for any cost occasioned or incurred thereby.

D. INSURANCE:

1. Without limiting Contractors indemnification, it is agreed that the successful Contractor will purchase at their expense and maintain in force at all times during the performance of services under this agreement the following insurance. Where specific limits are shown, it is understood that they must be the minimum acceptable limits. If successful Contractors policy contains higher limits, the City of Lake City will be entitled to coverage to the extent of such higher limits. Certificates of Insurance must be furnished to the City naming the City of Lake City as additional insured. These certificates must provide a ten (10) calendar day notice to the City in the event of cancellation, non-renewal or a material change in the policy. The City of Lake City must be exempt from, and in no way liable for, any sums of money which may represent a deductible in any insurance policy. The payment of such deductible must be the sole responsibility of the vendor/contractor and/or subcontractor providing such insurance. The Contractor shall be responsible for providing insurance of all sub-contractors to the City of Lake City Procurement Department prior to performance of any work on this project.
 - a. Statutory Workers Compensation insurance as required by the State of Florida.
 - b. Commercial General Liability insurance to provide coverage of claims to a minimum of \$1,000,000.00 per occurrence for property damage and bodily injury including coverage for premise operations, products completed operations and personal injury.
 - c. Business Vehicle/Umbrella Liability insurance with a minimum limit of \$200,000 per occurrence, and \$300,000 for all claims arising out of the same incident or occurrence, for property damage and personal injury. Notice, these limits may change according to Florida law and the protections afforded to the City pursuant to sovereign immunity for liability.”
2. Prior to commencement of work, the Contractor will submit certificates of insurance to the City of Lake City naming the City of Lake City as additional insured, indicating the Contractors coverage's in the limits as specified, and stating that the City of Lake City will be provided a ten (10) day notice prior to cancellation of any of the policies.

E. INDEMNITY:

Successful Contractor will indemnify and hold City of Lake City harmless from any loss, cost, damage, or injury sustained by any person(s) as a result of the actions of employees or officers of the Contractor, or the Contractors subcontractors or suppliers.

F. SCHEDULE:

The successful Contractor must complete all work within 30 calendar days of Notice to Proceed.

G. SUBMITTALS:

1. The following list of documents must be submitted to the City of Lake City prior to payment.
 - a. Manufactures warranty on all installed materials and equipment.
 - b. Written warranty by contractor providing one (1) year warranty on labor, workmanship and materials

H. PAYMENT:

Payment will be based on: (a) City's acceptance of work, and (b) submitted evidence, if requested by the City, that all payrolls, materials, bills, and indebtedness connected with the work have been paid. The City may withhold an amount as may be necessary to pay such claims for labor and services rendered and materials involved with the work. It is the expectation of the City that one invoice will be submitted by the Contractor upon completion of the project. Payment to the Contractor will be made within thirty (30) calendar days of receipt of invoice, assuming there are no contested amounts with the invoice.

[The remainder of this page was left blank intentionally]

QUOTE PRICE SHEET

ITEM I: TOTAL FOR TEEN TOWN RENOVATIONS

Total Cost \$ _____

_____ Dollar and Cents _____

FIRM NAME _____

ADDRESS _____

CITY, STATE, ZIP _____

TELEPHONE _____

FAX # _____

EMAIL _____

Authorized Representative (PLEASE PRINT OR TYPE)

SIGNATURE _____

DATE _____

THIS FORM MUST BE INCLUDED WITH QUOTE

REFERENCES

List below three (3) client/customer references including company name, address, contact person, telephone number and length of time services provided. (Note: only list those client/customers in which a similar type of equipment/product of scope of work/service was provided.)

1. Company Name: _____
Address: _____
Business Phone #: _____
Contact Person: _____
Length of time services provided: _____

2. Company Name: _____
Address: _____
Business Phone #: _____
Contact Person: _____
Length of time services provided: _____

3. Company Name: _____
Address: _____
Business Phone #: _____
Contact Person: _____
Length of time services provided: _____

THIS FORM MUST BE INCLUDED WITH QUOTE