

# Request for Proposals (RFP) to Village of Baldwin, Wisconsin for Carpet/Flooring Replacement & Painting within the Municipal Government Center

## Summary of job:

Supply and install new carpet and resilient flooring to the Baldwin Public Library and carpeting in the Senior Center. Job to be done during August 20-29, 2010. Remove and dispose of old carpet, clean and prep floor, install vinyl base and transitions. Supply moving carts and provide assistance in moving existing empty shelving to allow for carpet installation.

## Specifics of job:

- Supply and install approx. 435 yds. carpet tile within Library and approx. 28 yards extra for future repairs. Brand: InterfaceFLOR / Cubic / Horizontal 6386, color TBD  
Supply and install same carpet type for two sections within Senior Center of 9'x15' and 15' x 20'.
- Supply and install approx. 895 Sq. Ft. Kardean/ ArtSelect /Oak Premier vinyl flooring, color TBD
- Remove and reclaim old carpet
- Remove old adhesive, clean and prep floor as necessary. Include necessary adhesives and cleaners
- Remove old vinyl base and install new Johnsonite coved vinyl 4" base, approx. 560 lin. ft.
- Install Hanks vinyl transition between carpet and resilient flooring, approx. 65 lin. Ft.
- Supply moving carts of library/electronic capacity, approx. 4'x4'x (18"- 24") for up to 10 days, unload/retrieve. Move existing empty shelving, a few large furniture pieces across room to accommodate installing carpet.

## Summary of job:

Interior painting of Baldwin Public Library, job to be done approx. last 10 days of August 2010 in coordination with another contractor removing and installing carpeting. Rough approximation of total library area is 4800 s.f.

## Specifics of job:

- Patch/repair walls as needed.
- Paint specified walls with two (2) coats of Sherwin Williams or Hirschfield's eggshell, color TBD, up to two (2) colors
- Walls to be painted include main library area, back work area, director's office, and history/meeting room.
- Storage room, book-drop hallway, and children's playroom not included.
- Ceiling and overhead light fixtures not included.
- Possible second color in children's alcove.
- Careful coordination with carpeting project and furniture moving will be required.

## Administration of the Proposal:

Any and all additional charges are to be included in the bid(s). The Village of Baldwin is a tax exempt agency. Certificate of Liability, citing the Village of Baldwin as primary is expected. Contractor is to provide necessary insurance coverage needed and typical to perform service, which includes but not limited to Worker's compensation, Bodily Injury and Property Damage Liability. If providing a bid for both flooring and painting, must submit as two separate proposals. Village of Baldwin reserves the right to reject any and all proposals. Selection criteria may include: Price, Time, Convenience, Service and local business. Please submit proposals with proof of insurance coverage and liability coverage to:

RE: Carpet/Flooring Bids  
Village of Baldwin  
PO Box 97  
Baldwin, WI 54002