

REQUEST FOR PROPOSAL (RFP)

LLANO COUNTY, TEXAS INVITATION TO BID: FLOORING INSTALLATION AND BASEBOARD REPLACEMENT

Project Name: Llano County Kingsland Library Flooring

Project Location: 125 W Polk, Llano, Texas

Project Number: 2024-510-21

Introduction

The Commissioners Court of Llano County, Texas invites qualified contractors to submit sealed bids for the following project at the Llano County Kingsland Library located at 125 W. Polk St. Kingsland, Texas. This project involves the procurement and installation of vinyl plank flooring, baseboard installation, and related services. The full scope of work is outlined in the "Scope of Work" section below.

Scope of Work

The scope of this project includes the following tasks:

- Procurement of **Shaw Floorte Pantheon HD Plus vinyl plank** flooring (color: Saggio 00159) and all necessary transition materials 8,288.11 sq. ft.
- Purchase, stain, and installation of new **1x6 baseboards** in all areas where new flooring is installed 2,612 Linearft.
- **Demolition** and disposal of all existing flooring.
- **Subfloor preparation**, including cleaning, leveling, and installation of floor leveler as needed.
- Provision and management of a **dumpster** for disposal of debris.
- Maintaining a **clean and safe work environment** consistent with all state and federal law for all employees and occupants during the project.
- **Removal and replacement of furniture** as needed to complete flooring installation.
- Replacement and repositioning of **large furniture items** post-installation.

Bid Submission Guidelines

1. **Submission Deadline:**
 - **Opening Date:** February 06, 2025, 11:30 a.m.
 - **Location:** Llano County Auditor's Office, 100 W. Sandstone, Llano, Texas, 78643
 - Bids received after the deadline will not be considered.

2. **Award Date:**
 - The contract will be awarded on **February 10, 2025, at 9:00 a.m.** during the Llano County Commissioners' Court meeting.
3. **Bid Format and Requirements:**
 - Each bid must be **manually signed** in ink by a person with the authority to bind the bidding company in a contract.
 - Bids must be placed in a **sealed envelope**, with the project name and number clearly marked on the outside.
 - All bids must include the **completed Bid Submission Form** and any required technical data or additional documents.
4. **Bid Bond:**
 - A bid bond in the amount of **50% of the total project cost** must be submitted along with the bid.
5. **Insurance:**
 - Proof of **commercial general liability insurance** is required.
6. **Performance:**
 - The successful bidder agrees to perform the project within a time frame not exceeding **30 days** from the date of award.
 - All debris must be disposed of according to local and state regulations.
7. **Non-Discrimination Policy:**
 - Llano County does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or service provision.

Evaluation Criteria

The Commissioners Court of Llano County reserves the right to accept or reject any and/or all bids based on factors such as:

- **Price**
- **Reliability**
- **Quality**
- **Performance history**
- Other factors deemed to be in the best interest of Llano County.

General Terms and Conditions

- The Commissioners Court reserves the right to **cancel the contract** with a 30-day written notice.
- Llano County reserves the right to **enforce contract performance** and terminate the contract immediately in case of non-compliance.
- Bidders must agree to **indemnify and defend** Llano County from any claims arising from the bidder's work.

Questions and Contact Information

For questions regarding the bid process, specifications, or additional details, please contact:

- Kelly Eckhardt, Llano County Auditor
Phone: (325) 247-3783
- Jeremy Vick, Project Coordinator
Phone: (325) 248-8879

Bid Submission Address

Please submit your sealed bids to:

**LLANO COUNTY AUDITOR
100 W. Sandstone
Llano, Texas 78643**

BID SUBMITTAL FORM

Project Name: Llano County Kingsland Library Flooring
Project Location: 125 W Polk, Llano, Texas

BIDDER AGREES TO PERFORM THIS PROJECT IN ACCORDANCE WITH THE SPECIFICATIONS PROVIDED WITHIN A TIME FRAME NOT TO EXCEED 30 DAYS.

Printed Bidder Business Name:
Business Address:
Telephone Number:
Signature of Authorized Official:
Date:

Project Name: Llano County Kingsland Library Flooring
Project Location: 125 W Polk St Kingsland, Texas

Project Number: 2025-510-21

BIDDER AGREES TO PERFORM THIS PROJECT ACCORDING TO THE
FOILOWING SPECIFICATION IN A TIME FRAME NOTTO EXCEED 30 DAYS FROM
THE DATE OF AWARD AND SHALL DISPOSE OF ALL DEBRIS IN ACCORDANCE
WITH ALL STATE AND LOCAL LAWS AND REGULATIONS.

- Procurement of Shaw Floorte Pantheon HD Plus vinyl plank flooring (color: Saggio 00159) and all necessary transition materials 8,288.11 sq. ft.
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- Replacement and repositioning of large furniture items post-installation.

TOTAL PROJECT BID

PRINTED BIDDER BUSINESS NAME:

BUSINESS ADDRESS: ,

TELEPHONE NUMBER:

Signature of authorized official

Date

