



# Department of Purchasing & Contract Compliance

*Felicia Strong-Whitaker, Interim Director*

Fulton County, GA

January 14, 2015

Re: 15ITB84776C-MT – Carpet & Carpet Tile Installation and Repair Services

Dear Bidders:

Attached is one (1) copy of **Addendum 1**, hereby made a part of the above referenced 15ITB94676C-MT – Carpet & Carpet Tile Installation and Repair Services.

Except as provided herein, all terms and conditions in the ITB referenced above remain unchanged and in full force and effect.

Sincerely,

Malcolm Tyson  
Assistant Purchasing Agent

Winner 2000 - 2009 Achievement of Excellence in  
Procurement Award • National Purchasing Institute





# Department of Purchasing & Contract Compliance

Felicia Strong-Whitaker, Interim Director

Fulton County, GA

This Addendum forms a part of the contract documents and **modifies** the original ITB documents as noted below:

1. A Pre-Bid conference and Site Visit is scheduled as follows:

**Date: January 30, 2015**

**Time: 10:00 A.M.**

**Location: Jurors Café at Floor 1 of Justice Center Tower 185 Central Ave., Atlanta, GA 30303**

***Inquiries regarding the solicitation either technical or otherwise may be submitted in writing prior to the pre-bid conference and will be addressed at the pre-bid conference.***

Any additional questions asked at the Pre-Bid Conference must be submitted in written form at the Pre-Bid conference and will be responded to in the form of an addendum with the County's official responses.

The Pre-Bid Conference will be conducted for the purpose of explaining the County's bid process, the specifications/technical documents, and to provide non-binding verbal responses to questions concerning these bid specifications and to discuss issues from the Bidders perspective. However, no verbal response provided at the Pre-Bid Conference binds the County. Only those responses to written questions that are responded to by the County in written communications will be official.

Fulton County does not discriminate on the basis of disability in the admission or access to its programs or activities. Any requests for reasonable accommodations required by individuals to fully participate in any open meeting, program or activity of Fulton County Government should be directed to Rholanda Stanberry, Contract Compliance Administrator at (404) 612-6304 or email: [rholanda.stanberry@fultoncountyga.gov](mailto:rholanda.stanberry@fultoncountyga.gov)

2. Section 2, Bid Form has been replaced in its entirety with attached Bid Form.

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# Department of Purchasing & Contract Compliance

*Felicia Strong-Whitaker, Interim Director*

Fulton County, GA

## ACKNOWLEDGEMENT OF ADDENDUM NO. 1

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Department of Purchasing & Contract Compliance, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30303 by the **Bid** due date and time of **February 4, 2015 at 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 1, \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Legal Name of Bidder

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Title

**BID FORM**

Submitted To: Fulton County Government

Submitted By: \_\_\_\_\_

For: **15ITB84776C-MT , Carpet & Carpet Tile Installation and Repair Services**

Submitted on \_\_\_\_\_, 2015.

The undersigned, as Bidder, hereby declares that the only person or persons interested in the Bid as principal or principals is or are named herein and that no other person than herein mentioned has any interest in this Bid or in the Contract to be entered into; that this Bid is made without connection with any other person, company or parties making a Bid; and that it is in all respects fair and in good faith without collusion or fraud.

The Bidder further declares that he has examined the site of the work and informed himself fully in regard to all conditions pertaining to the place where the work is to be done; that he has examined the Drawings and Specifications for the work and contractual documents relative thereto, and has read all instructions to Bidders and General Conditions furnished prior to the openings of bids; that he has satisfied himself relative to the work to be performed.

The Bidder proposes and agrees, if this Bid is accepted, to contract with the Board of Commissioners of Fulton County, Atlanta, Georgia, in the form of contract specified, to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation and labor necessary, and to complete the construction of the work in full and complete accordance with the shown, noted, and reasonably intended requirements of the Specifications and Contract Documents to the full and entire satisfaction of the Board of Commissioners of Fulton County, Atlanta, Georgia, with a definite understanding that no money will be allowed for extra work except as set forth in the attached General Conditions and Contract Documents for the following prices.

THE BASE BID IS THE AMOUNT UPON WHICH THE BIDDER WILL BE FORMALLY EVALUATED AND WHICH WILL BE USED TO DETERMINE THE LOWEST RESPONSIBLE BIDDER.

The base bid may not be withdrawn or modified for a period of sixty (60) days following the receipt of bids.

**BASE BID AMOUNT** (Do not include any Bid Alternates)

**Add price quoted against line items 8 to 22 below to fill in the base bid amount**

\$ \_\_\_\_\_  
(Dollar Amount In Numbers)

\_\_\_\_\_  
(Dollar Amount in Words)

The Bidder agrees hereby to commence work under this Contract, with adequate personnel and equipment, on a date to be specified in a written "Notice to Proceed" from the County.

The Bidder declares that he understands that the quantities shown for the unit prices items are subject to either increase or decrease, and that should the quantities of any of the items of work be increased, the Bidder proposes to do the additional work at the unit prices stated herein; and should the quantities be decreased, the Bidder also understands that payment will be made on the basis of actual quantities at the unit price bid and will make no claim for anticipated profits for any decrease in quantities; and that actual quantities will be determined upon completion of work, at which time adjustments will be made to the contract amount by direct increase or decrease.

### PRICING FORMS

**Pull up existing carpet, clean floor of excessive adhesive, patch minor cracks in concrete. Remove all trash and clean the area as required. Furnish and install Carpet Tiles, sizes 18"x18" and 24"x24" as per Fulton County Specification**

Line 1 --Supply Carpet tiles 18"x18"                   \$ \_\_\_\_\_ per tile

Line 2 – Supply Carpet tiles 24"x24"                   \$ \_\_\_\_\_ per tile

Labor Charges for Installation, to include removal of old tiles where necessary

Line 3 – Installation of 18" x 18" tile                   \$ \_\_\_\_\_ per tile

Line 4 – Installation of 24" x 24" tile                   \$ \_\_\_\_\_ per tile

Indicate standard colors for cove base for which the following pricing applies:

Furnish and install rubber cove base, set-on type, 4 inch.

Line 5 – install cove base                               \$ \_\_\_\_\_/linear foot

Removal of vinyl composite tile (V.C.T.)

Line 6- Remove VCT                                     \$ \_\_\_\_\_/sq. foot

Installation of vinyl composite tile (V.C.T.)

Line 7 – install VCT                                   \$ \_\_\_\_\_/sq. foot

**Pull up existing carpet, clean floor of excessive adhesive, patch minor cracks in concrete. Remove all trash and clean the area as required. Furnish and install Carpet Tiles, sizes 18"x18" as per Fulton County**

**Specification, in the following Court Rooms Type of carpet tile – Mohawk Bigelow or equivalent**

Line 8 - Court Room 8 F including jury seating area, Judge's Bench,  
Jury Room and Bailiff's Office \$ \_\_\_\_\_ Lump sum

Line 9 - Court Room 5 A including jury seating area, Judge's Bench,  
Jury Room and Bailiff's Office \$ \_\_\_\_\_ Lump sum

Line 10 - Court Room 8 A including jury seating area, Judge's Bench,  
Jury Room and Bailiff's Office and conference room  
\$ \_\_\_\_\_ Lump sum

Line 11 - Court Room 7 E including jury seating area, Judge's Bench,  
Jury Room and Bailiff's Office \$ \_\_\_\_\_ Lump sum

Line 12 - Court Room 1 A including jury seating area, Judge's Bench,  
Jury Room and Bailiff's Office \$ \_\_\_\_\_ Lump sum

Line 13 - Court Room 1 B including jury seating area, Judge's Bench,  
Jury Room and Bailiff's Office and conference room  
\$ \_\_\_\_\_ Lump sum

Line 14 - Court Room 2 A including jury seating area, Judge's Bench,  
Jury Room and Bailiff's Office and conference room  
\$ \_\_\_\_\_ Lump sum

Line 15 - Court Room 2 B including jury seating area, Judge's Bench,  
Jury Room and Bailiff's Office \$ \_\_\_\_\_ Lump sum

Line 16 - Court Room 2 C including jury seating area, Judge's Bench,  
Jury Room and Bailiff's Office \$ \_\_\_\_\_ Lump sum

Line 17 - Court Room 2 D including jury seating area, Judge's Bench,  
Jury Room and Bailiff's Office and conference room  
\$ \_\_\_\_\_ Lump sum

Line 18 - Court Room 2 E including jury seating area, Judge's Bench,  
Jury Room and Bailiff's Office  
\$ \_\_\_\_\_ Lump sum

Line 19 - Court Room 2 F including jury seating area, Judge's Bench,  
Jury Room and Bailiff's Office and conference room  
\$ \_\_\_\_\_ Lump sum

Line 20 - Court Room 6 J including jury seating area, Judge's Bench,

Jury Room and Bailiff's Office \$ \_\_\_\_\_ Lump sum

Line 21 - Court Room 9 J including jury seating area, Judge's Bench,  
Jury Room and Bailiff's Office \$ \_\_\_\_\_ Lump sum

Line 22 - Court Room G 33 including jury seating area, Judge's Bench  
and adjoining rooms  
\$ \_\_\_\_\_ Lump sum

**Note: Line items 8 - 22 may be initially used for price comparison only. Fulton County does not guarantee a purchase order for these requirements. However should these specific requirements arise, the price quoted will be used for compensation. Fulton County will also use the price quoted above for replacing carpet in any other court room of similar size and configuration, should a need arise. Example: If there is a requirement for replacing carpet in Court Room 3A arises, price quoted above for a court room of similar size (like 2 A) will be used.**

**Prices on the following items (23 - 28) are required** for application as and when necessary during the contract. These prices will not be used for comparison of bid prices, or for selecting a vendor, as the effect of these prices on the contract value is negligibly small.

Furnish and install flex-cove inside corners, rubber set-on type, 4 inch.

Line 23 -price \$ \_\_\_\_\_/linear foot

Furnish and install flex-cove outside corners, rubber set-on type, 4 inch.

Line 24 - price \$ \_\_\_\_\_/linear foot

Furnish and install flex-cove rubber cove base, flat type, 4 inch.

Line 25- price \$ \_\_\_\_\_/linear foot

Furnish and install flex-cove inside corners, rubber flat type, 4 inch.

Line 26 - price \$ \_\_\_\_\_/linear foot

Furnish and install flex-cove outside corners, rubber flat type, 4 inch.

Line 27 - price \$ \_\_\_\_\_/linear foot

Furnish and install flex-cove outside corners, rubber flat type, 6 inch.

Line 28 - price \$ \_\_\_\_\_/linear foot

The Bidder furthermore agrees that, in the case of a failure on his part to execute the Contract Agreement and Bonds within ten days after receipt of conformed contract

documents for execution, the Bid Bond accompanying his bid and the monies payable thereon shall be paid into the funds of the Owner as liquidated damages for such failure. Enclosed is a Bid Bond in the approved form, in the sum of:

\_\_\_\_\_ Dollars

(\$ \_\_\_\_\_) according to the conditions of "Instructions to Bidders" and provisions

thereof.

The undersigned acknowledges receipt of the following addenda (list by the number and date appearing on each addendum) and thereby affirms that its Bid considers and incorporates any modifications to the originally issued Bidding Documents included therein.

ADDENDUM #	_____	DATED	_____
ADDENDUM #	_____	DATED	_____
ADDENDUM #	_____	DATED	_____
ADDENDUM #	_____	DATED	_____

**BIDDER:** \_\_\_\_\_

Signed by: \_\_\_\_\_  
[Type or Print Name]

Title: \_\_\_\_\_

Business Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Business Phone: \_\_\_\_\_

Note: If the Bidder is a corporation, the Bid shall be signed by an officer of the corporation; if a partnership, it shall be signed by a partner. If signed by others, authority for signature shall be attached.

The full name and addresses of persons or parties interested in the foregoing Bid, as principals, are as follows:

Name	Address
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**END OF SECTION**