

Purchasing Office
191 South East St
Frederick, Maryland 21701
301-644-5209 phone
301-644-5213 fax



Stephen P. Starmer, C.P.M., Purchasing Manager
Kim Miskell, Asst. Purchasing Manager
Billie Laughland, Buyer Specialist
Bill Meekins CPPB, CPCP, Buyer Specialist
Scott Bachtell, Buyer Specialist

BID NUMBER/BID NAME: 16M6, Unit Price Contract for Floor Covering

BID ISSUE DATE: March 15, 2016

BID CONTRACT MANAGER: Bill Meekins, Buyer Specialist CPPB, CPCP, willis.meekins@fcps.org

BID CONTRACT ADMINISTRATOR: Gary Barkdoll, FMP, Manager of Maintenance Projects and Grounds in the Maintenance Department, gary.barkdoll@fcps.org

QUESTIONS: Questions due no later than 4:00 P.M., local time, on April 14, 2016. Submit questions in writing to the Contract Manager listed above with a copy to the Contract Administrator.

PRE-BID DATE/TIME: March 31, 2016, 10:00 A.M., local time.
(Attendance is encouraged, but not mandatory.)

PRE-BID LOCATION: FCPS Main Lobby
191 South East Street
Frederick, MD 21701

(Parking is available at Deck #5 on All Saints Street)

OBTAINING BID DOCUMENTS: To view and/or download this solicitation package please visit our webpage at: www.fcps.org/bidlist. If you have problems downloading this bid or applicable addenda, contact: Amy Beall at amy.beall@fcps.org

BONDS REQUIRED: NO

MBE REQUIREMENTS: NO

BID DUE: 2:00 P.M., local time, on April 21, 2016.
Faxed or emailed bids are not acceptable.

SEALED BID DELIVERED TO: Frederick County Public Schools
Attn: Purchasing Department
191 South East Street
Frederick, MD 21701
(Parking is available at Deck #5 on All Saints Street)

Bid proposal must be properly marked with vendor's business name, address, Bid Name and Number on the envelope or package.

TENTATIVE AWARD DATE: BOE Work Session, scheduled on: May 11, 2016.

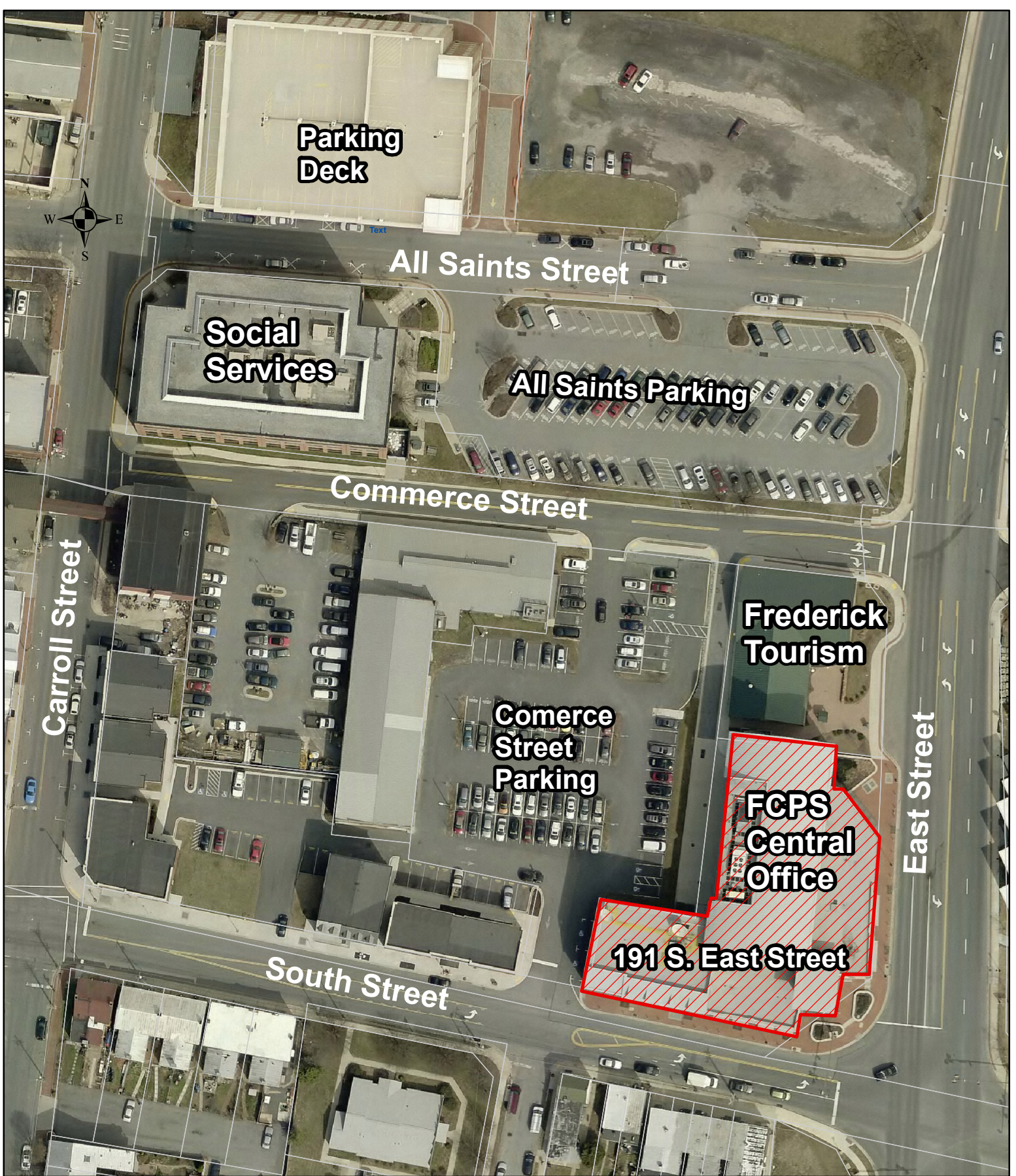
ELIGIBILITY TO BID: **FCPS will accept all bid responses; however only companies having a current general application on file with FCPS will be considered for contract award.** If your company is not registered as a bidder, please obtain a general application from our website at www.fcps.org/purchasing. To check the status of your registration, please contact Robin Underwood, Vendor Specialist at robin.underwood@fcps.org.

BID 16M6, UNIT PRICE CONTRACT FOR FLOOR COVERING
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Frederick County Public Schools, MD, School Year 2015-16 Calendar

August 2015

10-13 Mon-Thu New Teachers Report—New-Hire Symposium
18 Tue Teachers Report to Work: Training and Preparation
24 Mon First Day of School for Students

September 2015

07 Mon Schools Closed. Labor Day
14 Mon Schools Closed. Rosh Hashanah
23 Wed Schools Closed. Fair Day, Yom Kippur
25 Fri 2-Hour Early Dismissal for Students (Mid-Term): Teacher Work Session

October 2015

05-06 Mon-Tue High School Assessments
15 Thu 2-Hour Early Dismissal for Students: Teacher Work Session
16, 30 Fridays Schools Closed for Students: Teacher Work Days

November 2015

02 Mon Second Term Begins
20 Fri Elem Parent-Teacher Conferences in Afternoon: Elem schools dismiss 3.5 hours early; high & middle schools full day
23 Mon Elem & Middle School Parent-Teacher Conferences in Evening: Those schools open 4 hours late; high school is full day
24 Tue Elem & Middle School Parent-Teacher Conferences in Afternoon: Those schools dismiss 3.5 hours early; high school is full day
25 Wed Schools Closed: Thanksgiving Break
26-27 Thu-Fri Schools Closed: Thanksgiving and American Indian Heritage Day

December 2015

08 Tue Mid-Term
09 Wed 2-Hour Early Dismissal for Students: Teacher Work Session
23 Wed Schools Closed: Winter Break
24-25 Thu-Fri Schools Closed: Christmas Eve and Christmas Day
28-31 Mon-Thu Schools Closed: Winter Break

January 2016

01 Fri Schools Closed: New Year's Day
11-12 Mon-Tue High School Assessments
18 Mon Schools Closed: Dr. Martin Luther King Jr. Day
21 Thu First Semester (Second Term) Ends
22 Fri Schools Closed for Students: Teacher Work Day
25 Mon Second Semester (Third Term) Begins

February 2016

15* Mon Schools Closed: Presidents' Day
16 Tue Schools Closed for Students: Teacher Work Day
26 Fri 2-Hour Early Dismissal for Students (Mid-Term): Teacher Work Session

March 2016

21*-24* Mon-Thu Schools Closed: Spring Break
25 Fri Schools Closed: Good Friday
28 Mon Schools Closed: Easter Monday

April 2016

08 Third Term Ends
11 Mon Schools Closed for Students: Teacher Work Day
12 Fourth Term Begins
26 Tue Schools Closed: Primary Election Day
29 Fri 2-Hour Early Dismissal for Students: Teacher Work Session

May 2016

23-24 Mon-Tue High School Assessments
27 Fri 2-Hour Early Dismissal for Students: Teacher Work Session
30 Mon Schools Closed: Memorial Day

June 2016

20* Mon 2-Hour Early Dismissal/Last Day of School for Students: Teacher Work Session
21* Tue Last Day of School for Teachers

*Includes 7 days for snow or other emergency closings. If all days are not needed, the school year will be shortened by the number of unused days to provide 180 days for students. If more days are needed, we will make them up in this order: February 15, March 21, 22, 23 and 24, June 21 and 22. *Approved May 13, 2015*

DIRECTORY OF SCHOOLS

ELEMENTARY

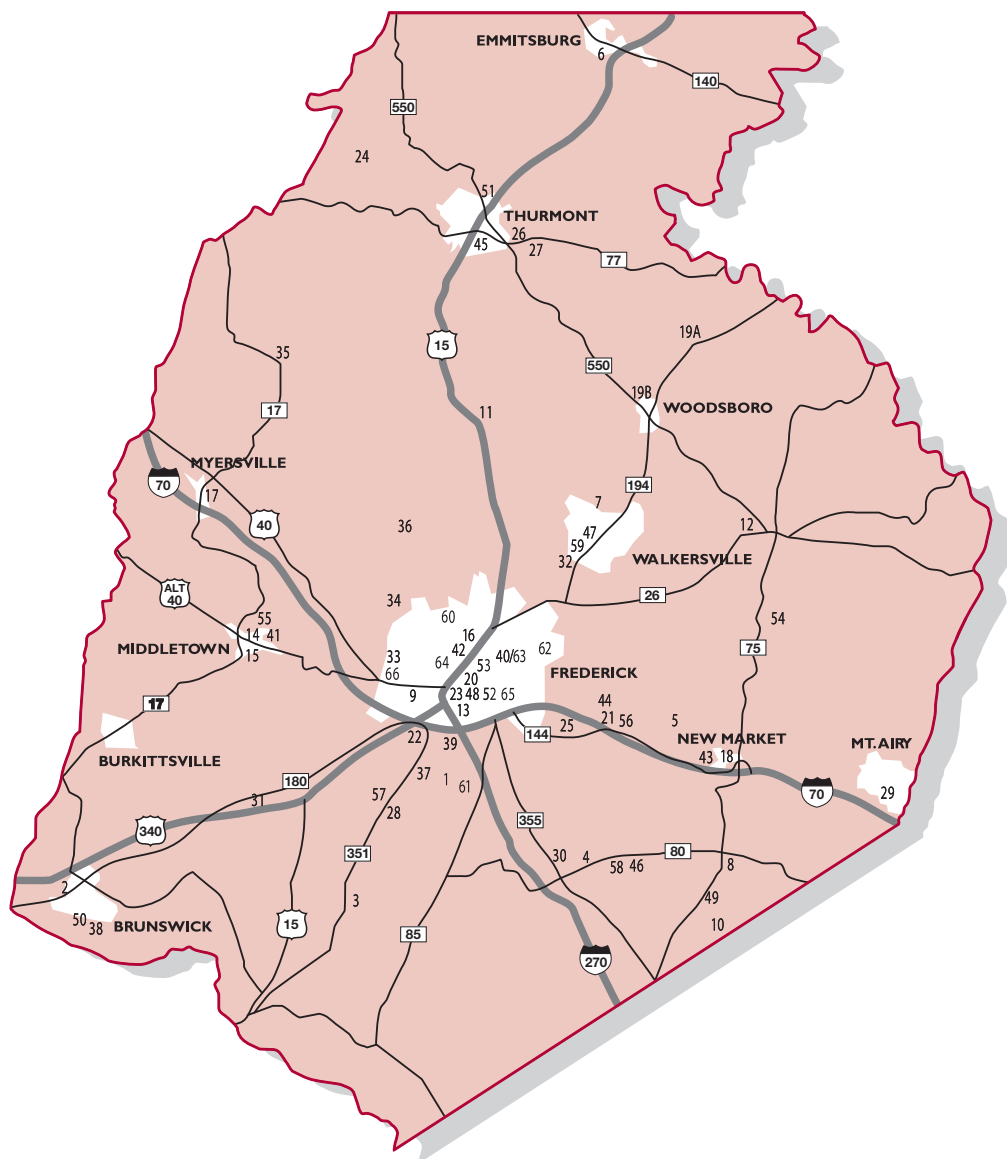
1. **Ballenger Creek*** **240-236-2500**
Ms. Stephanie Brown, Principal
5250 Kingsbrook Drive
Frederick, MD 21703
Fax 240-236-2501
2. **Brunswick ♦♦** **240-236-2900**
Mr. Karl Williams, Principal
400 Central Avenue
Brunswick, MD 21716
Fax 240-236-2901
3. **Carroll Manor ♦♦** **240-236-3800**
Ms. Cindy Alvarado, Principal
5624 Adamstown Road
Adamstown, MD 21710
Fax 240-236-3801
4. **Centerville** **240-566-0100**
Ms. Tracy Hilliard, Principal
3601 Carriage Hill Drive
Frederick, MD 21704
Fax 240-566-0101
5. **Deer Crossing ♦** **240-236-5900**
Ms. Heather Michael, Principal
10601 Finn Drive
New Market, MD 21774
Fax 240-236-5901
6. **Emmitsburg *** **240-236-1750**
Ms. Mary Ann Wiles, Principal
300 South Seton Avenue
Emmitsburg, MD 21727
Fax 240-236-1751
7. **Glade ♦♦** **240-236-2100**
Mr. Lorcán ÓhEithir, Principal
9525 Glade Road
Walkersville, MD 21793
Fax 240-236-2101
8. **Green Valley** **240-236-3400**
Ms. Leigh Warren, Principal
11501 Fingerboard Road
Monrovia, MD 21770
Fax 240-236-3401
9. **Hillcrest *** **240-236-3200**
Ms. Kimberly Seiss, Principal
1285 Hillcrest Drive
Frederick, MD 21703
Fax 240-236-3201
10. **Kemptown** **240-236-3500**
Ms. Kristen Canning, Principal
3456 Kemptown Church Road
Monrovia, MD 21770
Fax 240-236-3501
11. **Lewistown** **240-236-3750**
Ms. Shirley Olsen, Principal
11119 Hessong Bridge Road
Thurmont, MD 21788
Fax 240-236-3751
12. **Liberty** **240-236-1800**
Mr. Todd Shaffer, Principal
11820 Liberty Road
Frederick, MD 21701
Fax 240-236-1801
13. **Lincoln ♦♦** **240-236-2650**
Ms. Kathryn Golightly, Principal
200 Madison Street
Frederick, MD 21701
Fax 240-236-2651
14. **Middletown** **240-236-1100**
Grades 3-5
Mr. Randy Perrell, Principal
201 East Green Street
Middletown, MD 21769
Fax 240-236-1150
15. **Middletown Primary ♦♦** **240-566-0200**
Grades Pre-K-2
Ms. Karen Hopson, Principal
403 Franklin Street
Middletown, MD 21769
Fax 240-566-0201
16. **Monocacy *** **240-236-1400**
Ms. Angela Corrigan, Principal
7421 Hayward Road
Frederick, MD 21702
Fax 240-236-1401
17. **Myersville** **240-236-1900**
Ms. Kathy Swire, Principal
429 Main Street
Myersville, MD 21773
Fax 240-236-1901
18. **New Market *** **240-236-1300**
Ms. Sharon West, Principal
93 West Main Street
New Market, MD 21774
Fax 240-236-1301

19. **New Midway-Woodsboro**
Mr. Giuseppe Di Monte, Principal
A) New Midway **240-236-1500**
Grades 3-5
12226 Woodsboro Pike
Keymar, MD 21757
Fax 240-236-1501
B) Woodsboro * **240-236-3700**
Grades Pre-K-2
101 Liberty Road
Woodsboro, MD 21798
Fax 240-236-3701
20. **North Frederick *** **240-236-2000**
Ms. DeVeda Coley, Principal
1010 Fairview Avenue
Frederick, MD 21701
Fax 240-236-2001
21. **Oakdale *** **240-236-3300**
Ms. Kimberly Clifford, Principal
9850 Old National Pike
Ijamsville, MD 21754
Fax 240-236-3301
22. **Orchard Grove ♦♦** **240-236-2400**
Ms. Debra Myers, Principal
5898 Hannover Drive
Frederick, MD 21703
Fax 240-236-2401
23. **Parkway** **240-236-2600**
Ms. Elizabeth Little, Principal
300 Carroll Parkway
Frederick, MD 21701
Fax 240-236-2601
24. **Sabillasville** **240-236-6000**
Ms. Kate Krietz, Principal
16210-B Sabillasville Road
Sabillasville, MD 21780
Fax 240-236-6001
25. **Spring Ridge ♦♦** **240-236-1600**
Ms. Patricia Hosfelt, Principal
9051 Ridgefield Drive
Frederick, MD 21701
Fax 240-236-1601
26. **Thurmont (Gr. 3-5)** **240-236-0900**
Ms. Christina McKeever, Principal
805 East Main Street
Thurmont, MD 21788
Fax 240-236-0901
27. **Thurmont Primary ♦♦** **240-236-2800**
Grades Pre-K-2
Ms. Karen Locke, Principal
7989 Rocky Ridge Road
Thurmont, MD 21788
Fax 240-236-2801

28. **Tuscarora** **240-566-0000**
Mr. Stephen Raff, Principal
6321 Lambert Drive
Frederick, MD 21703
Fax 240-566-0001
29. **Twin Ridge ♦♦** **240-236-2300**
Ms. Susan Gullo, Principal
1106 Leafy Hollow Circle
Mt. Airy, MD 21771
Fax 240-236-2301
30. **Urbana ♦** **240-236-2200**
Mr. Allie Watkins, Principal
3554 Urbana Pike
Frederick, MD 21704
Fax 240-236-2201
31. **Valley *** **240-236-3000**
Mr. Jason Bowser, Principal
3519 Jefferson Pike
Jefferson, MD 21755
Fax 240-236-3001
32. **Walkersville** **240-236-1000**
Ms. Tess Blumenthal, Principal
83 West Frederick Street
Walkersville, MD 21793
Fax 240-236-1050
33. **Waverley ♦♦** **240-236-3900**
Ms. Jan Hollenbeck, Principal
201 Waverley Drive
Frederick, MD 21702
Fax 240-236-3901
34. **Whittier ♦♦** **240-236-3100**
Ms. Amy Schwiegerath, Principal
2400 Whittier Drive
Frederick, MD 21702
Fax 240-236-3101
35. **Wolfsville *** **240-236-2250**
Ms. Susan Kreiger, Principal
12520 Wolfsville Road
Myersville, MD 21773
Fax 240-236-2251
36. **Yellow Springs** **240-236-1700**
Ms. Jana Strohmeier, Principal
8717 Yellow Springs Road
Frederick, MD 21702
Fax 240-236-1701

MIDDLE

37. **Ballenger Creek** **240-236-5700**
Ms. Mita Badshah, Principal
5525 Ballenger Creek Pike
Frederick, MD 21703
Fax 240-236-5701
38. **Brunswick** **240-236-5400**
Ms. Barbara Keiling, Principal
301 Cummings Drive
Brunswick, MD 21716
Fax 240-236-5401
50. **Brunswick** **240-236-8600**
Ms. Nancy Doll, Principal
101 Cummings Drive
Brunswick, MD 21716
Fax 240-236-8601
51. **Catoctin** **240-236-8100**
Mr. Bernard Quesada, Principal
14745 Sabillasville Road
Thurmont, MD 21788
Fax 240-236-8101
52. **Frederick** **240-236-7000**
Ms. Kathy Campagnoli, Principal
650 Carroll Parkway
Frederick, MD 21701
Fax 240-236-7015
53. **Governor Thomas Johnson** **240-236-8200**
Mr. Jet Reid, Principal
1501 North Market Street
Frederick, MD 21701
Fax 240-236-8201
54. **Linganore** **240-566-9700**
Mr. David Kehne, Principal
12013 Old Annapolis Road
Frederick, MD 21701
Fax 240-566-9701
55. **Middletown** **240-236-7400**
Ms. Lee Jeffrey, Principal
200 Schoolhouse Drive
Middletown, MD 21769
Fax 240-236-7450
56. **Oakdale** **240-566-9400**
Mr. Jeff Marker, Principal
5850 Eaglehead Drive
Ijamsville, MD 21754
Fax 240-566-9401
57. **Tuscarora** **240-236-6400**
Mr. Andrew Kibler, Principal
5312 Ballenger Creek Pike
Frederick, MD 21703
Fax 240-236-6401
58. **Urbana** **240-236-7600**
Mr. Jay Berno, Principal
3471 Campus Drive
Ijamsville, MD 21754
Fax 240-236-7601
59. **Walkersville** **240-236-7200**
Ms. Tracey Franklin, Principal
81 West Frederick Street
Walkersville, MD 21793
Fax 240-236-7250



KEY

* Pre-kindergarten program available

◆ Special education pre-kindergarten available

FINDOUTFIRST EMAIL — SIGN UP AT WWW.FCPS.ORG

Middle (continued)

39. **Crestwood** 240-566-9000
Ms. Donna L. Clabaugh, Principal
7100 Foxcroft Drive
Frederick, MD 21703
Fax 240-566-9001
40. **Governor Thomas Johnson** 240-236-4900
Mr. Neal Case, Principal
1799 Schifferstadt Boulevard
Frederick, MD 21701
Fax 240-236-4901
41. **Middletown** 240-236-4200
Mr. Everett Warren, Principal
100 Martha Mason Street
Middletown, MD 21769
Fax 240-236-4250
42. **Monocacy** 240-236-4700
Mr. Brian Vasquez, Principal
8009 Opossumtown Pike
Frederick, MD 21702
Fax 240-236-4701
43. **New Market** 240-236-4600
Ms. Jennifer Bingman, Principal
125 West Main Street
New Market, MD 21774
Fax 240-236-4650
44. **Oakdale** 240-236-5500
Dr. Stephanie Ware, Principal
9840 Old National Pike
Ijamsville, MD 21754
Fax 240-236-5501
45. **Thurmont** 240-236-5100
Ms. Jennifer Powell, Principal
408 East Main Street
Thurmont, MD 21788
Fax 240-236-5101
46. **Urbana** 240-566-9200
Ms. Michelle Concepcion, Principal
3511 Pontius Court
Ijamsville, MD 21754
Fax 240-566-9201
47. **Walkersville** 240-236-4400
Ms. Stacey Hiltner, Principal
55 West Frederick Street
Walkersville, MD 21793
Fax 240-236-4401
48. **West Frederick** 240-236-4000
Mr. Frank Vetter, Principal
515 West Patrick Street
Frederick, MD 21701
Fax 240-236-4050
49. **Windsor Knolls** 240-236-5000
Ms. T.C. Suter, Principal
11150 Windsor Road
Ijamsville, MD 21754
Fax 240-236-5001

OTHER

60. **Career and Technology Center** 240-236-8500
Mr. Michael Concepcion, Principal
7922 Opossumtown Pike
Frederick, MD 21702
Fax 240-236-8501
61. **Carroll Creek Montessori Public Charter School *** 301-663-7970
Ms. Marilyn Horan, Principal
7215 Corporate Court
Frederick, MD 21703
Fax 301-663-6107
62. **Frederick Classical Charter School** 240-236-1200
Ms. Erica Cummins, Principal
8445 Spires Way, Suite CC
Frederick, MD 21701
Fax 240-236-1201
63. **Frederick County Virtual School** 240-236-8450
Dr. Stacey Adamiak, Principal
c/o GTJMS
1799 Schifferstadt Boulevard
Room 116
Frederick, MD 21701
Fax 240-236-8451
64. **Heather Ridge** 240-236-8000
Ms. Denise Flora, Principal
1445 Taney Avenue
Frederick, MD 21702
Fax 240-236-8001
65. **Monocacy Valley Montessori Public Charter School *** 301-668-5013
Ms. Nancy Radkiewicz, Principal
217 Dill Avenue
Frederick, MD 21701
Fax 301-668-5015
66. **Rock Creek** 240-236-8700
Ms. Mary Malone, Principal
191 Waverley Drive
Frederick, MD 21702
Fax 240-236-8701

**For other useful numbers,
see next page**

FREDERICK COUNTY PUBLIC SCHOOLS (FCPS)
GENERAL TERMS AND CONDITIONS
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FREDERICK COUNTY PUBLIC SCHOOLS (FCPS)
GENERAL TERMS AND CONDITIONS
SECTION I

1. BIDDER REGISTRATION

- a. Only companies currently registered on the FCPS' General Application will automatically receive notifications of a solicitation.
- b. The bidder is solely responsible for obtaining, completing, and returning the General Application form; this is especially important where notification of the bid was obtained through advertisement, or a bidder was informed by a subcontractor, manufacturer, etc. Contact Robin Underwood, Vendor Maintenance Specialist, by via email: robin.underwood@fcps.org to check the status of registration.
- c. The General Application is available on the FCPS website at: www.fcps.org/purchasing. The company is responsible for proper identification of bid categories on the form. Applications are valid for a three year period.
- d. FCPS will not be held responsible for a company's failure to become and remain a registered bidder, to identify appropriate bid categories on the registration form, or for failure to notify the Purchasing Department of any changes.
- e. Bidders with a repeated history of not bidding may not be notified of the impending solicitation.

2. PRE-BID MEETING

- a. A Pre-Bid Meeting will be held at the date and time indicated on the cover page of this solicitation package.
- b. Attendance at the Pre-Bid Meeting is not mandatory; however, all vendors are strongly encouraged to attend.
- c. The agenda for this Pre-Bid Meeting will include the following: introduction of staff; description of scope of work; timeline/scheduling; budget priorities/concerns; and procurement responsibilities.
- d. Questions shall be submitted, via email, to the person(s) indicated on the cover page of this solicitation package. Due to possible changes and/or additions to the specifications, bids should not be submitted prior to the Pre-Bid meeting.
- e. If FCPS offices are closed, or operating on a modified schedule, due to inclement weather on the day a Pre-Bid is scheduled, the Pre-Bid is cancelled and will not be rescheduled unless an addendum is issued. Bidders are advised that they are to email questions to the identified Contract Manager by the date and time required within this solicitation. For the fastest, most reliable information, regarding closures and/or delays check the following:
 - www.fcps.org
 - Social Media: FCPS on Twitter and FCPS on Facebook
 - Email/Text Messages: Sign up for FindOutFirst email and emergency-only text messages
 - FCPS TV: Comcast Channel 18 (Frederick area)
 - Local radio and tv stations

3. RECEIPT OF BIDS

- a. Bids received prior to the time of opening will be time stamped and securely kept unopened. No bid received thereafter will be considered. FCPS will not be responsible for the premature opening of bids received that are not properly addressed or identified. Any bid may be withdrawn before the scheduled time for opening bids.
- b. All inner and outer envelopes and packaging, used by Fed Ex, UPS and etc., are to be labeled with the following:
 - Bidder Name
 - Bid Number and Name
 - Due Date and Time
- c. Bids received after the designated date and/or time will not be accepted, regardless of when they were mailed or given to a delivery carrier.
- d. Bids not received by the date, time, and location designated on the solicitation cover sheet, due to improper labeling, may be considered non-responsive.
- e. In the event of inclement weather on the date when bids are scheduled to be opened and the FCPS offices are closed, or operating under a modified schedule, bids will be opened on the next business day at the same time as previously scheduled. Bids will be accepted until the scheduled time of opening on the next business day. (Often when schools are closed due to inclement weather, administrative offices remain open. When in doubt, call the Purchasing Department.)

4. OPENING OF BIDS

- a. Sealed bids will be opened at the location, date, and time indicated on the solicitation cover sheet.
- b. All bids received must include original signatures; no photo copies will be accepted. Unless specifically authorized, facsimile or emailed bids will not be considered. Modifications by facsimile, or email, of bids already submitted will be considered if received prior to the time set for opening. No bids will be accepted via telephone.

5. ADDENDA

- a. All changes to the bid solicitation will be made through appropriate addenda issued from the Purchasing Department.
- b. Addenda will be available on the FCPS Purchasing Department webpage. All vendors who are known by the Purchasing Department to have downloaded the bid documents will receive an email notification.
- c. Addenda will be issued a minimum of five (5) days prior to the bid opening date, unless the addenda issued extends the due date.
- d. Each bidder shall ascertain, prior to submitting a bid that they have received all Addenda issued and the bidder shall acknowledge receipt on the Signature Acknowledgement Form. Failure of any bidder to acknowledge the receipt of addenda will not relieve that bidder from any obligations under this solicitation as amended by addenda. All addenda so issued will become a part of the award and contract documents.

6. PREPARATION OF BID

- a. Should any bidder be in doubt as to the meaning of the specifications, or should they find any discrepancy or omission, they shall notify the Contract Manager listed on the solicitation cover sheet. If required, bidders will be notified of clarifications and/or additional information by means of addenda.
- b. Bidder must submit one (1) original proposal, with original signatures, unless otherwise specified. Bids must be prepared on the proposal form(s) provided.
- c. Each bid will be sealed, show the full business address and contact information of the bidder and be signed by the person(s) legally authorized to sign contracts. All correspondence concerning the bid and contract, including notice of award, copy of contract, and purchase order, will be emailed, or mailed, to the address shown on the bid in the absence of written instructions from the bidder to the contrary.
- d. The following items must be included in submission:
 - i. Proposal pages completely and accurately filled out.
 - ii. Signature Acknowledgement Form completed and signed.
 - iii. Statutory Affidavit and Non-Collusion Certification form completed and signed.
 - iv. Certificate of Compliance form completed and signed.
- e. Bidders shall be required under Article 56, Section 270(4), Annotated Code of Maryland, to provide proof of Certificate of Registry and must be licensed to do business in the State of Maryland and must provide a tax certification number. Visit the following website to ensure compliance:
<http://www.dat.state.md.us/sdatweb/charter.html>
- f. Bids by partnerships must be signed with the partnership name, followed by the signature and designation of the person having authority to sign. When requested, satisfactory evidence of authority of the person signing will be furnished. Anyone signing the bid as an agent shall file satisfactory evidence of their authority to do so, if requested.
- g. Bids by corporations must be signed with the name of the corporation, followed by the signature and designation of the person having authority to sign. When requested, satisfactory evidence of authority of the person signing will be furnished. Anyone signing the bid as an agent shall file satisfactory evidence of their authority to do so, if requested.
- h. Failure to sign the bid document will result in rejection of the bid as non-responsive.
- i. FCPS will not be responsible for any costs incurred by a bidder in preparing and submitting a proposal in response to this solicitation.
- j. FCPS will accept all bid responses, however, only companies approved by FCPS' Purchasing Department will be considered for contract award. The General Application is available on the FCPS website at: www.fcps.org/purchasing. Completed applications may be submitted separately or included in the bid response. Applications are valid for a three year period.

7. STANDARD OF QUALITY, "OR EQUAL CLAUSES," AND SUBSTITUTIONS

- a. Any make/model specified in the solicitation is used only to establish a quality level, unless specifically noted in Section II. Any material or article that will perform adequately the duties imposed by the general design will be considered equal and satisfactory. FCPS retains the right to

determine if items are equivalent and will be accepted.

- b. It will be the responsibility of the bidder to submit a clear and concise proposal wherein each substitution and deviation is identified and described, in writing, at the time of solicitation submission.
- c. In the absence of any statement to the contrary by the bidder, the submission will be interpreted as being the exact brand and/or qualities, etc., enumerated in the detailed specifications, whenever the specifications indicate a product of a particular manufacturer, model or brand.
- d. Bidders must submit detailed literature if bidding an item other than the specified item. Detailed literature is defined as product features or specifications relating to construction and/or performance.
- e. The detailed literature is to be arranged and labeled according to item number.
- f. It is the bidders' responsibility to submit required literature, or links to webpages, with the bid submission. Failure to submit such data as required and/or at the time designated by the Purchasing Department shall be cause for rejection of that item.
- g. No substitutions or deviations will be permitted following the award of the contract unless "cause and effect" is presented in writing and approved by the Contract Manager. A statement of any credit or extra cost involved will be included with the request.
- h. FCPS shall not be responsible to provide personnel, testing facilities, or other resources necessary to search out substitutions and deviations in bid proposals which are unclear through the nebulous terms such as "comparable", or blanket statements of deviation such as "our standard design, construction, hardware, finishes, etc."
- i. The bidder will, upon request and with no cost to the FCPS, furnish documents, independent laboratory tests reports, and/or similar materials of proof to substantiate that the substitutions and deviations of the items they propose to furnish do not prevent these items from being truly and factually equal to, or exceeding, that which is specified.
- j. The cost of testing a representative sample of an order or shipment for acceptance and compliance with specifications shall be borne by FCPS. If the order or shipment is rejected for failure to meet the requirements of the specifications or purchase description, the cost of testing will be charged to the awarded vendor.

8. SAMPLES

- a. Samples may be requested for testing and evaluation purposes. Failure to submit samples as required at the time designated may be cause for rejection of that item.
- b. All samples must be delivered with all charges prepaid to the designated point of delivery. Samples must be marked as "SAMPLE" and include the name of the bidder, bid name and number, and return instructions, if applicable.
- c. The right is reserved to retain any sample submitted with bids for the purposes of examination and testing. FCPS reserves the right to use all samples in any manner which may best serve the final determination of the successful bidder, even if said examination and testing results in damage to or destruction of the sample.

- d. FCPS retains the right to determine the method of testing to be utilized.
- e. Samples that are not retained by FCPS must be removed within two weeks upon notification. Return shipping must be prepaid by the vendor. Samples not removed within this two-week period shall be retained, or disposed of, at the discretion FCPS, and without compensation to the bidder.

9. BID PRICING

- a. Prices quoted shall not exceed the prices established under any governmental price control regulations.
- b. All prices shall be firm for a period of 90 days from the date of bid opening unless otherwise stated in Section II. FCPS retains the right, with mutual consent of the bidder(s), to utilize the bid pricing and approved price changes for future purchases for as long as the bidder(s) mutually agrees to extend the prices.
- c. FCPS will not accept any proposal with escalator clauses, minimum order requirements or irregular features unless specifically authorized in Section II.
- d. If the contract includes equipment, all prices must be FOB-Destination (inside delivery), unless specifically authorized in Section II.
- e. Charges for express delivery will only be allowed if authorized by FCPS in writing.
- f. The bidder(s) are encouraged to bid only one product per line item that most nearly meets the specifications. If the bidder believes that there is more than one product available, a limit of two offers will be considered for each line item.
- g. If two or more particular brands, models, or makes are listed in the specifications (under Base and Alternate Bids) and the bidder has not indicated in the bid which of the two or more brands, models, etc., is being bid, it shall be understood that FCPS may require the bidder to furnish whichever is preferred by FCPS.
- h. All unit prices on items bid shall be completed on the provided proposal sheet(s). A "NO BID" or "N/A" notation should be completed for each item not being bid. Blank spaces in the proposal sheet will be considered as not being bid.
- i. In case of an error in the extension of prices in the bid, the unit price shall govern.
- j. Unit Prices must be rounded off to no more than two (2) decimal places unless so specified in Section II.
- k. FCPS reserves the right to consider discounts in evaluating a bid with line item pricing requirements. The bidder should calculate all discounts, other than prompt payment, as part of their unit pricing.

10. TAXES

No charge will be allowed for federal excise, state, and/or municipal sales and use taxes, from which the Board of Education of Frederick County is exempt. Pricing will be net and will not include the amount of any such tax. Bidders will be required to pay the tax on all purchases and can recover it only as a part of their bid price. Exemption certificates will be furnished upon request.

11. GUARANTEES AND WARRANTIES

- a. The awarded vendor(s) will guarantee the material and workmanship on all services, equipment, materials, supplies, and labor, furnished by them, for a minimum period of one year from the date of acceptance, unless a longer period of time is specified in Section II.
- b. If, within the guarantee period, any defects or signs of deterioration are noted, the awarded vendor(s), at their expense, shall correct the condition or they shall replace the part or entire unit of work/equipment to the complete satisfaction of FCPS. These repairs, replacements, or adjustments shall be made only at such times as will be designated by FCPS to minimize the disruption to building/school operations.
- c. Should the awarded vendor(s) fail to comply with the terms of this guarantee, FCPS may have such work performed as it deems necessary to fulfill the guarantee, charging the cost to the awarded vendor(s).

12. BID OPENING

- a. Bids shall be opened in public at the time and place designated in the bid solicitation.
- b. Complete evaluation of the proposals will not take place at the bid opening and no indication of award will be made. A final recommendation(s) shall be prepared for review and approval by the Board of Education of Frederick County.
- c. The recommended award will be posted to the FCPS BoardDocs website a minimum of five days prior to the Board of Education meeting in which it will be presented.
- d. Final award recommendation, and the bid tabulation, will be posted on the FCPS webpage, www.fcps.org/bidlist, after the Board of Education of Frederick County approval.

13. ERRORS IN BID SUBMISSIONS

- a. Bidders, or their authorized representatives, are expected to fully inform themselves as to the conditions and requirements of the specifications before submitting bids. Failure to do so will be at the bidder's own risk.
- b. If the bidder has made an error, the bidder may request, in writing, to have their bid withdrawn. Approval of a bidder's request is not automatic and may be given only by the Purchasing Manager. Requests for withdrawal are usually denied, unless the bidder proves to the satisfaction of the Purchasing Manager that the mistake was either a scrivener's error or another type of clearly unintentional error so departing from customary and reasonable business practices as to be obvious and to legitimately and substantially impair the vendor's business.
- c. Neither law nor regulations make allowance for errors either of omission or commission on the part of the bidders. In case of error in multiplication of unit price when arriving at total price per line item, the unit price shall govern. If there is a discrepancy between the price written in numbers and the price written in words, the words will govern.

14. AWARDS OR REJECTION OF BIDS

- a. The basis of award shall be the lowest responsible bidder submitting a responsive bid that conforms to the specifications established in the solicitation with consideration given to the quantities involved, time required for delivery, purpose for which required, competency and responsibility of

bidder, the ability of the bidder to perform satisfactory service, and the plan for utilization of minority contractors, if applicable.

- b. FCPS reserves the right to determine completeness and/or timeliness of bids, to reject any or all bids in whole or in part, to make partial awards, to waive any informality in any quotation, to increase or decrease quantities if quantities are listed in the bid, to reject any bid that shows any omissions, alterations of form, additions not called for, conditions, or alternate proposals, and to make any such award as is deemed to be in its best interest.
- c. Bidders may be required, before the awarding of a contract, to show to the complete satisfaction of FCPS, that they have the necessary facilities, ability and financial resources to execute the contract in a satisfactory manner, and within the time specified. Bidders may be required to demonstrate they have the necessary experience, history and references to assure FCPS of their qualifications.
- d. The Board of Education of Frederick County reserves the right to award the bid within 90 days from the date of the bid opening unless a different time period is stated in the bid document.
- e. Unless stated otherwise in Section II, the contract may be awarded by line item, group, or in the aggregate, whichever is in the best interest of FCPS.
- f. In the event of a tie, where all other factors, such as past performance, are considered comparable, the award shall be made to the Frederick County based bidder; the closest Maryland out-of-county based bidder; and the closest out-of-state based bidder, in that order of preference.
- g. FCPS does not have local, state or federal preference requirements except when mandated by a targeted funding source.
- h. If, after competitive sealed bids have been opened, the Purchasing Manager determines that only one responsible bidder has submitted a responsive bid, the procurement contract may be negotiated with that one bidder as sole source procurement.
- i. A recommendation for the award of a contract will be presented to the Board of Education of Frederick County for approval. Upon approval of the award of contract, the bidder(s) shall be notified of their award(s). If applicable, an FCPS contract document shall also be issued.
- j. The Board of Education of Frederick County reserves the right to reject the bid of a bidder who has, in the opinion of FCPS, failed to properly perform under previous contracts, or, who investigation shows, is not in a position to perform the contract.
- k. The Board of Education of Frederick County retains the right to reject any and all bids, if it is deemed in the best interest of FCPS to do so.
- l. If, during the life of the contract, a product or service does not meet the solicitation terms and conditions, FCPS retains the right to cancel the awarded item(s) and award to a new bidder, as long as that bidder mutually agrees to the award.

15. CONTRACT FORMATION

- a. Notification of the contract award will be made by letter after approval by the Board of Education of Frederick County.
- b. The primary form of contract is the purchase order(s), and any agreed upon schedules, addenda, shop drawings, and documents associated with the bid solicitation/submission/award.

- c. A secondary form of contract, if required, may be noted in Section II of this bid solicitation.
- d. No amendment, modification or change to the contract shall be effective unless such change is in writing and mutually agreed upon by authorized representatives of FCPS and the awarded vendor(s). Changes may not significantly alter the original scope of the agreement.

16. PROTESTS

- a. The Purchasing Manager or designee (when the Purchasing Manager administers the bid being protested) shall attempt to resolve, informally, all protests of bid award recommendations. Bidders are encouraged to present their concerns promptly to the Contract Manager for consideration.
 - i. The bidder must submit their concern, in writing, addressed to the Purchasing Manager. It should include the following:
 - Name, address, contact information of the protestor;
 - Statement of reasons for the protest;
 - Supporting documentation to substantiate the claim;
 - The remedy sought.
 - ii. The protest must be received by the Purchasing Manager at least two calendar days prior to the date of the Board of Education meeting at which the recommendation will be presented. It is the vendor's responsibility to ascertain the date and time of award.
 - iii. A bidder who does not file a timely protest before the contract is awarded by the Board of Education of Frederick County is deemed to have waived any objection.
- b. The Purchasing Manager shall inform the Chief Financial Officer and/or general counsel upon receipt of the protest, and shall confer with them prior to the issuance of a decision regarding disputes of contracts or awards valued at \$25,000 or above.
- c. The Purchasing Manager shall issue a decision in writing.
- d. Should the protestor disapprove of the Purchasing Manager's decision, they have the right to address the Board of Education of Frederick County during the public comment section of the same Board meeting where the award recommendation is scheduled for award.
- e. The Board of Education of Frederick County's decision is deemed the final action at the local level.
- f. A bidder may appeal a decision of the Board directly to the Maryland State Board of Education in accordance with Board Policy 105.11 and Maryland law.

17. CONTRACT ASSIGNMENT

- a. The awarded vendor(s) will not assign or transfer any portion of their interest or obligation under this Agreement to any third party, without the prior written consent of the Contract Manager. Nothing herein shall be construed to create any personal or individual liability upon any employee, officer, elected official of the Board of Education of Frederick County, nor shall this Agreement be construed to create any rights hereunder in any person or entity other than the parties to this Agreement.

- b. The awarded vendor(s) will, when required, submit to the Contract Manager, in writing, the name of each subcontractor they intend to employ, the portion of the material to be furnished, their place of business, and any such information as may be required in order to know whether such subcontractor is reputable and reliable and able to furnish satisfactorily the material as called for in the specifications.
- c. FCPS reserves the right to approve or disapprove all subcontractors to be employed on a project. FCPS further reserves the right to approve or disapprove a change of subcontractor once an initial subcontractor has been approved. Any increased cost associated with the change of a subcontractor shall be the full obligation and responsibility of the awarded vendor(s).
- d. The awarded vendor(s) will not legally, or equitably, assign any of the funds payable under the contract, or its claim thereto, unless by, and with, the consent of the Contract Manager.
- e. The awarded vendor(s) will have the same provisions inserted in all subcontracts relative to the terms of the general conditions and other contract documents. Nothing contained in this contract shall create any contractual relations between any subcontractor and FCPS.

18. MULTI-YEAR CONTRACT

- a. Contracts that require funding appropriation for more than one fiscal year automatically terminate if money sufficient for the continued performance is not appropriated for any fiscal year. The date of termination is the last day of the fiscal year for which money was last appropriated, or the date provided in the termination clause of the procurement contract, whichever is earlier.
- b. If the multi-year contract is terminated due to lack of funding, FCPS shall reimburse the vendor for the reasonable value of any nonrecurring costs that were incurred as a result of the multi-year contract, but not amortized in the price of the supplies or services delivered under the multi-year contract. The reasonable value will be negotiated, and mutually agreed upon, by FCPS and the vendor.
- c. The cost of termination may be paid from any appropriation available for that purpose.

19. HOLD HARMLESS

It is understood that the awarded vendor(s) shall defend and hold harmless the Board of Education of Frederick County, and its representatives, from all suits, actions, or claims of any kind brought about as a result of any injuries or damages sustained by person(s) or property during the performance of this contract.

20. CONTRACT DISPUTES

- a. Any dispute arising under this contract shall be decided by the Contract Administrator, the Contract Manager and the Purchasing Manager, who will communicate their decision to writing and furnish a copy to the vendor. This decision shall be final and conclusive unless, within 30 days, the vendor furnishes a written appeal addressed to the Board of Education of Frederick County. The local Board of Education has the right to hear appeals as provided by Maryland law.
- b. The Board of Education of Frederick County, or its duly authorized representative, will review the appeal for the determination of such appeal and their finding shall be final and conclusive. In connection with any appeal preceding under this clause, the vendor will be afforded an opportunity to be heard and to offer evidence in support of his appeal. Pending final decision of a dispute, the vendor shall proceed diligently with the performance of the contract and in strict accordance with

the FCPS staff's decision. Exceptions are decisions determined by a court of competent jurisdiction to have been fraudulent, capricious, arbitrary, or so grossly erroneous as to imply bad faith, or not supported by evidence.

- c. This clause does not preclude consideration of laws questioned in connection with the decision provided for above.

21. TERMINATION FOR DEFAULT

- a. When an awarded vendor has not performed or has unsatisfactorily performed the contract, payment shall be withheld at the discretion of FCPS. FCPS may, by written notice of default to the vendor, terminate the whole or any part of the contract in any of the following circumstances:
 - i. If the vendor fails to perform the services or provide the products within the time and manner specific herein or any extension thereof, or:
 - ii. If the vendor fails to perform any of the provisions of this contract, or fails to make progress as to endanger performance of this contract, in accordance with its terms and in either of these two circumstances does not cure such failure within a period of ten (10) calendar days (or longer as authorized by the Purchasing Manager) after receipt of written notice from the Purchasing Manager of such failure, or:
 - iii. If the vendor willfully attempts to perform the services other than specified as to coverage, limits, protections, and quality or otherwise, without specified authorization in the form of contract amendment, or:
 - iv. If a determination is made by FCPS that the obtaining of the contract was influenced by an employee FCPS having received a gratuity, or a promise therefore, in any way or form.
- b. In the event FCPS terminates the contract in whole or in part, FCPS may procure such products and services, in a manner the Purchasing Manager deems appropriate, and the vendor shall be liable to FCPS for any additional cost(s) incurred.
- c. If, after notice of termination of this contract under provisions of this clause, it is determined for any reason that the vendor was not in default under the provisions of this clause, or that the default was excusable under the provisions of this clause, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to a termination for convenience.

22. TERMINATION FOR CONVENIENCE

The contract may be terminated by FCPS in accordance with this clause in whole, or in part, whenever FCPS determines that such a termination is in the best interest of FCPS. Written notice shall be given a minimum of 30 days in advance. FCPS will pay for all services, in accordance with contract pricing, up to the date of the termination. However, the awarded vendor(s) shall not be reimbursed for any anticipatory profits that have not been earned up to the date of termination. Under this contract, the awarded vendor does not have a right to unilateral termination for convenience.

23. GOVERNING LAW AND VENUE

The solicitation shall be construed in accordance with, and interpreted under, the laws of the State of Maryland. Any lawsuits shall be filed in the appropriate State Court located in Frederick County, Maryland.

24. MULTI-AGENCY PARTICIPATION

- a. FCPS reserves the right to extend the terms and conditions of this solicitation to any and all other agencies within the state of Maryland, as well as, any other federal, state, municipal, county, or local governmental agency under the jurisdiction of the United States and its territories. This is conditioned upon mutual agreement of all parties pursuant to special requirements, which may be appended thereto. The awarded vendor(s) agrees to notify the issuing body of those entities that wish to use any contract resulting from this bid and will also provide usage information, which may be requested.
- b. By agreeing to extend the contract to other agencies, the vendor(s) reaffirms and warrants his original commitment to FCPS so that afterwards all items and services shall continue to conform to the requirements and conditions of the original agreement for its duration. Agencies who utilize the contract agree to notify FCPS Purchasing Department of any significant experiences, problems or issues which may, or may have the potential to, affect our administration of this contract.
- c. FCPS assumes no obligation on behalf of any other agency and shall be held harmless if either party is damaged due to the agency or vendor's failure to become informed of, or comply with, any provision or pricing under this agreement. All purchase orders and billing will be transacted between the vendor and the public agency.
- d. Each participating jurisdiction or agency shall enter into its own contract with the awarded vendor(s) and this contract shall be binding only upon the principals signing such an agreement. Invoices shall be submitted in duplicate "directly" to the ordering jurisdiction for each unit purchased. Disputes over the execution of any contract shall be the responsibility of the participating jurisdiction or agency that entered into that contract. Disputes must be resolved solely between the participating agency and the awarded vendor(s). The Lead Agency does not assume any responsibility other than to obtain pricing for the specifications provided.

25. PACKAGING AND DELIVERY REQUIREMENTS

- a. All materials must be securely packed in accordance with accepted trade practices.
- b. A packing list will be included in each shipment. This list shall contain the following information: Purchase Order Number, Vendor Name, Item Description, Item Number, Quantity and Delivery Location. Failure to comply with this condition may be considered sufficient reason to refuse to accept the goods.
- c. All materials, supplies and equipment for FCPS shall be delivered F.O.B Destination. Unless otherwise noted in Section II, all items shall be delivered inside the office, school, or warehouse.
- d. Special delivery and handling instructions will be defined in Section II of each bid.
- e. All school deliveries shall be made during the hours of 9:00 A.M. and 2:00 P.M. local time and only on regular school days, see School Calendar Closings enclosed, except where modified in Section II.
- f. All warehouse deliveries shall be made during the hours of 9:00 A.M. to 2:30 P.M. on all regular scheduled school days, see School Calendar Closings enclosed, except where modified in Section II.
- g. Bulk materials, delivered to the Warehouse, are to be delivered on skids, or pallets, to the Warehouse receiving platform.

- h. No help for unloading will be provided. Suppliers shall notify their delivery personnel accordingly.
- i. The awarded vendor(s) shall be held responsible for and shall be required to make good at their expense, any and all damage done or caused by their employees in the execution of the contract as determined by FCPS.
- j. The vendor will be required to furnish proof of signed delivery in every instance. Delivery receipts indicating only the number and weight of cartons received will not constitute "proof" of delivery in the event of a dispute. FCPS will not accept responsibility for deliveries that have not been signed for by an FCPS employee.

26. BILLING AND PAYMENT

- a. Invoices shall be submitted to: accounts.payable@FCPS.org or in duplicate to:

FREDERICK COUNTY PUBLIC SCHOOLS
Accounts Payable Department
191 South East Street
Frederick, MD 21701

- b. Invoices and packing slips must contain the following information:
 - i. Bid Number
 - ii. Purchase Order Number
 - iii. Item Number (if applicable)
 - iv. Quantity (if applicable)
 - v. Brief Description of Item or Work Performed
 - vi. Unit Price Bid/Partial Payment Amount
 - vii. Extended Total for Each Item
 - viii. Grand Total
 - ix. Public School Construction Number (PSC) (if applicable)
- c. Payments will be made by FCPS check, single use credit account or credit card. Credit card statements with level three data are preferred. Bidders are prohibited from charging additional costs or fees from their bid price to process such orders.
- d. Partial payments may be made. When partial payments are requested, and approved, the invoice or requisition for payment should be sent to the Accounts Payable Department for payment. Invoices for partial payments should show only the work performed and/or materials/equipment supplied and on site.
- e. An amount of 10% from each application for payment may be withheld until final acceptance of the product(s)/service(s) by FCPS. This amount may cover possible unsatisfactory performance or other damages.

27. COMPLIANCE WITH SPECIFICATIONS

- a. The awarded vendor(s) will abide by, and comply with, the true intent of the specifications and not take advantage of any unintentional error or omission, but will fully complete every part as to the true intent and meaning of the specifications and drawings.
- b. Whenever mention is made of any article, material, or workmanship to be in accordance with laws, ordinances, building codes, underwriter's code, A.S.M.E. regulations, or similar expressions, the

requirements of these laws, ordinances, etc., shall be construed as to the minimum requirements of these specifications.

- c. Where the requirements of the specifications call for a higher grade and are not in conflict with the laws, ordinances, etc., the specifications shall govern.
- d. In the case of any apparent conflict between the specifications and such laws, ordinances, etc., the awarded vendor(s) will contact the Contract Administrator and the Contract Manager for a decision before proceeding with any work.

28. LIQUIDATED DAMAGES

- a. A date for delivery and/or installation/assembly shall be stated in the specifications. Requests for extension of completion time due to strikes, lack of materials, or any other causes over which the awarded vendor(s) has no control must be submitted, in writing, with supporting documentation, to the Contract Manager. Requests must occur immediately upon occurrence of conditions for a time extension to be granted. Extensions are not guaranteed.
- b. If the awarded vendor(s) fails to provide the services, equipment, or other items required within the prescribed time limits, the Contract Manager may elect to obtain services, equipment, or other items necessary from an alternate source.
- c. The awarded vendor(s) will pay any additional cost(s) incurred by FCPS for obtaining replacement services, equipment, and other necessary items.
- d. FCPS shall have the unilateral right of alternate source selection to perform the work when the awarded vendor(s) does not perform the required work.
- e. In addition to, or in lieu of, paying for any incurred replacement costs(s), the awarded vendor(s) may pay liquidated damages, in the amount of \$150 per day, for any delay or failure in performance, as well as any related damages sustained by FCPS.
- f. The assessment of liquidated damages by FCPS against the awarded vendor(s) does not supersede or affect the right of FCPS to impose other remedies that may be available.

29. SAFETY REQUIREMENTS

- a. When applicable, all machinery/equipment must meet OSHA-MOSHA requirements as to the safety of the operation of the equipment. All required safety devices shall be included in the price(s) bid.
- b. When applicable, kitchen equipment and supplies must meet Maryland State Health Department, National Sanitation Foundation (NSF) and Frederick County Health Department requirements.
- c. All construction activities must be conducted in strict compliance with OSHA/MOSHA requirements.
- d. Equipment offered which fails to comply with any applicable section of the National Electrical Code, or is not U.L. Listed (where U.L. Listings have been established for that type of device) shall be rejected.
- e. The awarded vendor(s) shall submit Safety Data Sheets (SDS) for all items awarded to that vendor provided under the terms of this proposal, if applicable.

- f. The awarded vendor(s) and subcontractor(s) are required to comply with all provisions of the Access to Information about Hazardous and Toxic Substances Act, a part of the Maryland Occupational Safety and Health Law.
- g. The awarded vendor(s) is responsible to report to FCPS any asbestos material or suspected material found or uncovered that is not part of the scope of the project. In addition, they may not introduce new asbestos or asbestos bearing materials into the site.
- h. It is the responsibility of the awarded vendor(s) to comply with all Municipal, State, and Federal EPA regulations and laws when handling or disposing of asbestos materials.
- i. If the awarded vendor(s) intentionally endangers or jeopardizes the health of any building/school occupant(s) through mishandling of hazardous material, the vendor(s) will be held liable for such action.

30. LAWS AND REGULATIONS

- a. The vendor will comply with all Federal, State, and local laws, ordinances and regulations pertaining to work under their charge. If the vendor performs any work which it knows or should know to be contrary to such laws, ordinance, and regulations and without such notices to FCPS they shall bear all costs arising therefrom.
- b. All vendors and subcontractors must abide by the Board of Education of Frederick County policies and FCPS regulations while working on school property.
- c. The vendor certifies that their firm adheres to or follows non-discriminatory practices with respect to the employment and promotion of personnel without regard to color, creed, race, sex, or national origin.

31. PATENTS

The vendor will defend all suites or claims for infringement of any patent rights and will save the Board of Education of Frederick County harmless from loss.

32. TECHNOLOGY-BASED INSTRUCTIONAL PRODUCTS

All FCPS technology based instructional products (instructional software, online resources, and computer based equipment) must be consistent with the federal Rehabilitation Act, Maryland Subpart B Technical Standards, Section 508, for accessibility by students with disabilities unless doing so would fundamentally alter the nature of the instructional activity or result in undue financial and administrative burdens. Requests for bids, proposals, procurement contracts, and grants will follow established procedures for evaluating compliance to accessibility standards in all purchase decisions.

33. EMPLOYMENT OF CHILD SEX OFFENDERS AND PERSONS WITH UNCONTROLLED ACCESS TO STUDENTS

- a. Be advised that individuals who are registered sex offenders are not eligible to work on any FCPS' project. The awarded vendor(s) must initially check the Maryland Department of Public Safety & Correctional Services' Maryland Sex Offender Registry and search for the name of any employee to be assigned to work on this project. This applies to subcontractors and material/equipment suppliers as well. For projects lasting more than a few months, the vendor will periodically re-check the names of workers against the registry to ensure ongoing compliance. In the event that a registered sex offender is discovered to be working on a FCPS project, whether through employment by the

vendor, subcontractor or equipment or material supplier, FCPS will notify the site superintendent to immediately remove the individual from the premises and permanently terminate his work assignment. FCPS may terminate this contract at no additional costs, as a result if the vendor is unable to demonstrate they have exercised care and diligence in the past in checking the Maryland registry.

- b. Contracted service providers who have regular, direct and unsupervised access to children cannot begin service without undergoing the same process as new employees per FCPS Regulation 300-33. If required, an awarded vendor(s) is responsible for payment of the full cost of the criminal background check. Additional information regarding this requirement will be found in Section II.
- c. The awarded vendor(s), or subcontractor(s), may not knowingly assign an employee to work on FCPS school premises with direct, unsupervised, and uncontrolled access to children, if the employee has been convicted of a crime identified as a crime of violence.
- d. The awarded vendor(s) will not assign employees who has been convicted of an offense under § 3-307 or § 3-308 of the Criminal Law Article or an offense under the laws of another state that would constitute a violation of § 3-307 or § 3-308 of the Criminal Law Article if committed in the state.
- e. An awarded vendor will not assign employee who has been convicted of a crime of violence as defined in § 14-101 of the Criminal Law Article, or an offense under the laws of another state that would be a violation of § 14-101 of the Criminal Law Article if committed in this state.

34. DRUG, ALCOHOL, AND TOBACCO-FREE WORKPLACE

- a. All awarded vendors and subcontractors must abide by Board Policy 112 while working on any FCPS property at all times.
- b. The Board of Education of Frederick County endorses the provisions of Public Law 100-690, Title V, Subtitle D (Drug-Free Workplace Act of 1988) and Public Law 101-226 (The Drug-Free Schools and Communities Act of 1989) and regulations promulgated there under and establishes a drug-free and alcohol-free workplace and school system.
- c. Maryland State Law (COMAR 13A.02.04) provides that each local school system is required to maintain a tobacco-free school environment.

35. WEAPON POSSESSION ON SCHOOL PROPERTY

- a. The criminal code of Maryland makes it illegal to possess a weapon on school property.
- b. No person shall carry or possess any rifle, gun, knife, or deadly weapon of any kind on FCPS property.
- c. Any awarded vendor(s) whose employees violate this clause may be subject to the termination of the contract for cause.

36. FOREIGN LANGUAGE TRANSLATOR REQUIREMENT

- a. An awarded vendor(s) that assigns employees to an FCPS project that do not speak English must have an on-site, full time interpreter.
- b. Failure of an awarded vendor(s) to have an on-site, full time interpreter that is fluent in speaking and understanding an employee's native language for those employees that do not speak English is reason for immediate termination of the contract for cause.

37. ILLEGAL IMMIGRANT LABOR

The use of illegal immigrant labor to fulfill contracts solicited by FCPS is in violation of the law and is strictly prohibited. Awarded vendor(s) and subcontractors must verify employment eligibility of workers in order to assure that they are not violating federal/state/local laws regarding illegal immigration. A compliance audit may be conducted.

38. STUDENT/STAFF CONFIDENTIALITY

Under no circumstances may any vendor/contractor/provider/consultant release, disclose, sell or otherwise use names, addresses, or any other information related to students, or staff, of FCPS and may only use this information for purposes required under any contract/agreement or memorandum of understanding.

39. PUBLIC INFORMATION ACT NOTICE

- a. Bidders should identify those portions of their solicitation, which they deem to be confidential, or to contain proprietary commercial information or trade secrets. Bidders should provide justification why such material, upon request, should not be disclosed by FCPS under the Public Information Act, Title 4, General Provisions Article, Annotated Code of Maryland.
- b. Unless portions of a solicitation are identified as confidential, all records are considered public. A person or governmental unit that wishes to inspect a public record, or receive copies of a public record, shall submit a written or electronic request and direct it to the Office of Legal Services per FCPS Regulation 200-42.

40. FORCE MAJEURE

Force Majeure is defined as an occurrence beyond the control of the affected party and not avoidable by reason of diligence. It includes the acts of nature, war, riots, strikes, fire, floods, epidemics, terrorism, or other similar occurrences. If either party is delayed by Force Majeure, said party shall provide written notification to the other within 48 hours. Delays shall cease as soon as practicable and written notification of same provided. The time of contract completion may be extended by contract modification, for a period of time equal to that delay caused under this condition. FCPS may also consider requests for price increase for raw materials that are directly attributable to the cause of delay. FCPS reserves the right to cancel the contract and/or purchase materials, equipment or services from the best available source during the time of Force Majeure, and the vendor shall have no recourse against FCPS. Further, except for payment of sums due, neither party shall be liable to the other or deemed in default under this contract, if and to the extent that such party's performance of this contract is prevented by reason of Force Majeure as defined herein.

41. ETHICS POLICY

- a. The Board of Education of Frederick County has an Ethics Policy, which covers conflict of interest, financial disclosure and lobbying. All bidders are expected to comply with any and all Ethics Policies that may apply to them individually or as a business entity.
- b. All bidders should carefully review Board Policy 109, Ethics, which prohibits FCPS employees from benefiting from business with the school system.

42. NON-COLLUSION

- a. Bidder represents and certifies that prices for these services have been arrived at independently without consultation, communication, or agreement for the purpose of restricting competition or any matter related to such prices with any competitor or other bidder. Prices quoted in this bid have not been knowingly disclosed directly or indirectly to any competitor or other vendor prior to the opening of this bid.
- b. Bidder represents and certifies that it has not employed or retained any other company or person (other than a full-time bona fide employee working exclusively for the bidder) with the primary intent to solicit or secure the contract.

43. CONFLICT OF INTEREST

The bidder will advise FCPS in writing as soon as possible, but not later than the date of award of the contract, of any known relationships with a third party, or FCPS employee or representative, which would present a significant advantage to one bidder over another bidder or present a conflict of interest with the rendering of products and services under this agreement.

44. EMARYLANDMARKETPLACE REGISTRATION

Contractors are required to register with www.eMarylandMarketplace.org within five days following notice of award. Maryland law requires local and state agencies to post award notices on eMaryland Marketplace. This cannot be done without the contractor's self-registration in the system. Registration is free. Failure to comply with this requirement may be considered grounds for default. It is recommended that any interested bidder register with eMaryland Marketplace regardless of the award outcome for this procurement as it is a valuable resource for bid notification for municipalities through Maryland.

**BID 16M6, UNIT PRICE CONTRACT FOR FLOOR COVERING
FREDERICK COUNTY PUBLIC SCHOOLS (FCPS)
SPECIFIC TERMS AND CONDITIONS
SECTION II**

1. SCOPE

The intent of this solicitation is to establish a contract to provide and install carpet and tile products in Frederick County Public Schools and offices.

2. CONTRACT PERIOD

This contract will be effective from the date of award through April 30, 2018 with two (2) additional two year renewals remaining.

3. PRICING

- a. All prices shall remain firm through the initial contract period.
- b. FCPS expects all vendors to provide year over year cost reductions recommendations.
- c. Price decreases are acceptable at any time, need not be verifiable, and are required should the contractor/producer/processor/manufacture experience a decrease in costs associated with the execution of the contract.
- d. Price adjustments from the contractor/producer/processor/manufacture for any/all items may be considered at renewal. The request is subject to approval by the Contracting Officer. The request must be submitted in writing at least 60 days prior to the renewal term and shall be accompanied by supporting documentation.
- e. Should the awarded vendor, at any time during the life of the contract, sell materials of similar quality to another customer, or advertise special discounts or sales, at a price below those quoted within the contract, the lowest discounted prices shall be offered to FCPS.

4. PROPOSAL SUBMISSION

- a. Due to possible changes and/or additions to the solicitation package, FCPS encourages bidders not to submit their bid package until after the date of the pre-bid meeting. All changes will be processed through appropriate addenda.
- b. The following items must be included in a bid submission:
 - i. Proposal pages completely and accurately filled out and signed.
 - ii. "Statutory Affidavit and Non-Collusion Certification" form completed and signed.
 - iii. "Certification of Compliance" form completed and signed.
 - iv. Product Cut Sheets.

5. ORDERING PROCEDURE

- a. The Contract Administrator, or their designee, will notify the awarded vendor(s) by telephone, or email, of a planned project. FCPS will set up a date for a site visit for the project. The vendor(s) will respond within 48 hours of a site visit notification. During the visit, staff will define the scope of work, schedule for starting and finishing the project, estimated quantities of work units, applicable unit prices, and the estimated total cost of the project. The vendor is responsible for his own measurements. The Maintenance Department will furnish plans showing locations of repairs. The vendor(s) will return their cost estimate for the project within 48 hours of the site visit.

- b. An official purchase order will be issued to the lowest submitted project proposal. The begin and end work dates, applicable units of work, estimated quantities, unit prices, and estimated total cost, along with other pertinent information, will be noted on the purchase order, becoming contractually legal and binding.
- c. The vendor will notify the Contract Administrator at least 24 hours in advance of commencing work.
- d. State law requires that all visitors to a school report to the main office upon entering.
- e. The vendor and the Contract Administrator, or designee, will jointly inspect the completed work. If approved for payment, the vendor will submit invoicing for payment.

6. PAYMENT TERMS

For small projects, \$25,000 and less, payment will be authorized for 100% of the project total after final inspection and approval of the work. For larger projects, over \$25,000, a partial payment covering materials received at the job site will be authorized in advance of final completion.

7. AWARD OF REJECTION OF BIDS

This contract will be awarded to single, or multiple vendors, whichever is in the best interest of the Board of Education of Frederick County. Vendors will be awarded based on the evaluation of the data submitted with the bid. Therefore, respondents are advised to include any, and all, information needed to make a proper evaluation. Consideration will be given to any previous performance for FCPS as to quality of service, acceptable merchandise and bidder's ability to perform should they be awarded the contract.

8. COMPLIANCE TO SPECIFICATIONS

- a. Brands approved for bidding at this time include: Tandus-Centiva Powerbond Cushion RS flooring products.
- b. FCPS retains the right to test the carpet, or other products, to these specifications. If, for any reason, a product does not conform, the removal and replacement of the defective carpet, or other remedy, will be borne by the vendor.
- c. A letter of certification from the manufacturer that the carpet offered achieves the minimum run resistance detailed in the specification will be required from the vendor prior to award.
- d. All supplies, carpet, tile, and incidentals provided are to be factory new and of premium grade (no seconds/imperfects.)
- e. It is the vendor's responsibility to become fully informed, and remain informed, of all MOSHA regulations which pertain to the removal, installation, and handling of asphalt tile, asbestos tile, and adhesives. All work performed under this contract will be done in strict accordance with current MOSHA regulations and requirements.
- f. In accordance with state law, the vendor will be required to have in his employ a person certified to handle asbestos materials. The employee does not need to be certified for abatement work/monitoring, such as an industrial hygienist; they must be sufficiently knowledgeable in order to avert an incidental exposure.
- g. A copy of the employee's certification is requested with the bid proposal. If not available by the bid

due date, then a copy of the certification will be required from the apparent low bidder(s) prior to making a recommendation for award of this contract. Failure to provide a copy of the certification in time may result in the rejection of the bid.

9. SPECIFICATIONS

Pricing is requested for five (5) types of carpet, three (3) types of tile and two (2) types of base molding and finishing accessories. Pricing is also requested for Raised Rubber Stair Treads:

a. CARPET

All carpeting will be of the manufacture of Tandus Centiva Powerbond Cushion RS. Colors will be determined at the time of ordering. All installation methods must comply with the manufacturer's recommendations. All adhesive types must comply with the manufacturer's recommendations.

b. FLOOR TILE

Vinyl Composition Tile (VCT) will be of the manufactures of Armstrong Flooring- Commercial Excelon 12"x 12" x 1/8." Color shall be determined at the time of ordering.

- i. All tile materials (VCT) must be stored for at least 24 hours in installation area to achieve temperature stability.
- ii. All installation methods must comply with the manufacturer's recommendations. All adhesive types must comply with the manufacturer's recommendations.

Versa Quartz will be of the manufactures of Procedo. Color shall be determined at the time of ordering.

- i. All tile materials (Quartz) must be stored for at least 24 hours in installation area to achieve temperature stability.
- ii. All installation methods must comply with the manufacturer's recommendations. All adhesive types must comply with the manufacturer's recommendations.

c. BASE MOLDING

All base moldings Vinyl or Rubber shall be of the manufactures of Johnsonite or Armstrong. Color shall be determined at the time of ordering. All installation methods must comply with the manufacturer's recommendations. All adhesive types must comply with the manufacturer's recommendations.

d. FINISHING ACCESSORIES

Finishing Accessories Vinyl or Rubber shall be of the manufactures of Johnsonite or Armstrong. Color shall be determined at the time of ordering. All installation methods must comply with the manufacturer's recommendations. All adhesive types must comply with the manufacturer's recommendations.

e. PREPERATION & PATCHING

Remove sub-floor ridges and bumps. Fill low spot, cracks, joints, holes, and other defects with sub floor filler. Apply, towel and float filler to leave a smooth, flat, hard surface. Apply skim coat to existing substrate sand as necessary to a smooth finish, free of defects. Sweep and or vacuum clean substrate to receive new flooring.

f. CAULKING & SEALING

Contractor shall caulk all metal door jambs, thresholds and fixed shelving and case work toe-kicks that do not receive base moldings. All caulking and sealant shall be a silicone based caulking.

g. **QUALITY ASSURANCE**

All work performed and all materials furnished shall be in conformity with the contract requirements. All products listed herein are intended to describe quality, type and function of items listed. Accuracy and strict compliance with the samples and descriptive literature upon which acceptance is based, shall be the sole responsibility of the supplier.

10. WARRANTY

- a. A minimum fifteen (15) year wear guarantee from the carpet manufacturer is required. A two (2) year unconditional guarantee against poor workmanship, including seam repair edges or any other defect which may be directly linked to material and/or workmanship is required.
- b. The two-year unconditional warranty applies to carpet both purchased from, and installed, by the vendor.

11. FCPS' RESPONSIBILITIES

- a. The Contract Administrator, or their designee, shall coordinate the removal of portable walls, furniture, shelving, and equipment necessary for installation, and will re-install and replace the aforementioned items by utilizing in-house resources or by other contracted services.
- b. FCPS retains the right to remove old carpet or tiles internally in order to reduce costs.
- c. FCPS may provide temporary storage, when possible, for carpet if necessary to accommodate factory direct shipments on an exception basis. Arrangements must be made in advance through the Contract Administrator or their designee.

12. VENDOR'S/INSTALLER'S RESPONSIBILITIES

- a. The vendor will identify on the schedule sheet, the name and phone number of the lead person who will actually be on site supervising the installations. This is to facilitate communications.
- b. The vendor will unroll the carpet and air out or vent eight (8) hours before installation. Documentation of airing/venting will be presented to FCPS before installation. Removing the sleeve (exterior wrapping) from the carpet will be satisfactory. (The carpet does not have to be completely unrolled to constitute venting under this contract).

Note: Numerous cases of sick students and teachers have been encountered, and it has been related to new carpet and the "gassing" or "venting" of carpet fumes.

- c. All adhesives for carpet will be used in accordance with manufacturer's recommendations and be low-VOC. Floors shall be prepared in accordance with adhesive manufacturer's recommendations. Floors must be vacuumed before applying adhesive. Vendors will bring and use their own vacuum.
- d. Seam sealer will be used in accordance with the manufacturer's recommendation and be low-VOC.
- e. The vendor will be responsible for disposal all demoed materials and debris associated within the defined scope of work. The vendor will remove all demoed debris off the site each day in order to keep site neat and safe unless otherwise specified by the job ordering FCPS representative or designee. The vendor will provide his own receptacle/dumpster and will not use FCPS units.

- f. All doors shall be readjusted as needed by the vendor. Cut edge will be refinished as required.
- g. All carpet pieces of larger than one (1) square yard are to be left on site, neatly rolled and/or stacked at a location as directed by the FCPS representative, if requested.
- h. All remaining tile products and base moldings will be left within or near the scope of work unless otherwise specified by the FCPS representative.
- i. Upon completion of the installation, all dirt, carpet scraps, etc. will be removed from the surface of the carpet. The carpet will be cleaned with a beater type vacuum cleaner (as approved by the FCPS representative). Any soiled spots or excessive adhesive in the carpet will be removed with the proper cleaning solution as recommended by the manufacturer. Vinyl base replaced as a result of damage by the installer will not be paid for by the FCPS.
- j. Please be advised that the vendor will not be required to remove asbestos tiles. If the vendor encounters any asbestos tile, he should stop work and immediately notify the Maintenance Department ordering FCPS representative.
- k. Please be advised that FCPS will pay a separate “add-on” cost for the undercutting of doors if necessary for a given project.

13. BIDS FOR ALL OR PART

A bidder may restrict their bid to be considered in the aggregate by so stating, but must submit a unit price on each item bid. Failure to provide unit prices may result in the bid being considered non-responsive.

14. AUTHORIZED DEALERS

Only manufacturers, or their authorized dealers, may bid on equipment requested herein. At the discretion of the Board of Education of Frederick County a certificate, executed by the manufacturer, may be requested stating that the bidder is an authorized agent of the manufacturer and is duly authorized to service and maintain the equipment.

15. DAMAGES/RESPONSIBILITIES FOR ITEMS TENDERED

- a. The vendors will be held responsible for and shall be required to make good, at their own expense, any or all damages done or caused by them or their workers in the execution of the contract.
- b. The vendors will be responsible for the items covered by this contract until they are delivered and/or installed/assembled at the designated place of delivery.

16. CONTRACTOR'S AND SUBCONTRACTOR'S INSURANCE

FCPS requires insurance certificates evidencing the compliance of insurance requirements at least ten (10) calendar days after receipt of the Notice of Award. The vendor will not commence work until a notice to proceed letter, or purchase order, is issued, nor will the vendor allow any subcontractor to commence work on their subcontract until the insurance required of the subcontractor has been obtained and approved.

a. Worker's Compensation

The vendor will procure and maintain, during the life of the contract, Worker's Compensation Insurance, as required by applicable State laws. In the case of sublet work, the vendor will require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's

employees to be engaged in such work unless such employees are covered by the protection afforded by the vendor's Worker's Compensation Insurance.

b. Employers' Liability Insurance

The vendor will procure and maintain, during the life of the contract, Employers' Liability Insurance in the following amounts:

E.L. Each Accident	\$100,000.00
E.L. Disease - Each Employee	\$100,000.00
E.L. Disease - Policy Limit	\$500,000.00 each employee

The vendor will require any subcontractor to procure and maintain Employer's Liability Insurance during the life of the contract. It will be the responsibility of the vendor to ensure that all subcontractors comply with this provision, and the vendor will indemnify, and hold harmless, the Board of Education of Frederick County for the failure of the vendor, or any subcontractor, to comply with these provisions.

c. Commercial General Liability Insurance

The vendor will procure and maintain, during the life of the contract, Commercial General Liability Insurance including premises and operations, completed operations and products, on a per occurrence basis, with at least the following limits:

General Aggregate	\$2,000,000 per project
Products-Completed Operations Aggregate	\$2,000,000
Personal & Advertising Injury	\$1,000,000 each occurrence
Each Occurrence	\$1,000,000
Fire Damage	\$50,000
Medical Expense	\$5,000 any one person

The "X, C, U" Coverage for explosion, collapse, and underground property damage shall not be excluded from the policy.

Completed operations liability coverage shall be in force for one year after completion of work.

d. Scope of Insurance and Special Hazards

The insurance required in C. and E. will provide adequate protection for the vendor and subcontractors, respectively, against damage claims which may arise from operations under the contract, whether such operations be by the insured or by anyone directly or indirectly employed by them and, also against any of the special hazards which may be encountered in the performance of this contract as enumerated in C. above. Insurance coverage required under C. above shall specifically include property damage caused by conditions otherwise subject to exclusions "X, C, U" (Explosion, Collapse or Underground Damage) as defined by the National Bureau of Casualty Underwriters. Exceptions: contracts that do not require excavation or underground work are not required to have the above "X, C, U" coverage.

e. Comprehensive Automobile Liability

The vendor shall maintain Comprehensive Automobile Liability Insurance including all automotive equipment owned, non-owned and hired, operated, rented, or leased. Minimum limits of Automobile Liability Insurance shall be:

Bodily Injury	\$1,000,000 per person/\$1,000,000 accident
Property Damage	\$1,000,000 each occurrence, or
Combined Single Limit Bodily Injury and Property Damage Liability	\$1,000,000

f. Subcontractor's Insurance

The vendor will either:

- i. Require each of their subcontractors to procure and maintain, during the life of the subcontracts, Liability Insurance of the type and in the same amounts as specified above; or
- ii. Insure the activities of the subcontractors in their own policies. It will be the responsibility of the vendor to insure that all subcontractors comply with this provision, and the vendor will indemnify and hold harmless the Board of Education of Frederick County for the failure of the vendor, or any subcontractor, to comply with these provisions.

g. Builder's Insurance

FCPS shall provide and maintain Builder's Risk Protection.

h. Proof of Carriage of Insurance

The vendor will furnish FCPS with certificates showing the type, amount, class of operations covered, effective dates and dates of expiration of policies. Such certificates also shall contain substantially the following statement: "The insurance covered by this certificate will not be cancelled or materially altered, except after thirty days written notice has been received by FCPS."

i. Additional Insured

The Owner, Board of Education of Frederick County, the Frederick County Council, and other entities stipulated by the Owner, shall be named as additional insured on all vendor's policies, other than Worker's Compensation Insurance policy. The vendor's insurance will be primary and non-contributory to any insurance carried by the Board of Education of Frederick County or other entity. Waiver of subrogation applies to above policies in favor of the certificate holder. Insurance providers must have an AM Best Company rating of at least A-/VIII.

17. LOCAL LICENSING OF TRADE PERSONS

All trade persons performing work under this contract as a general contractor or a subcontractor must be licensed in accordance with the requirements of the local subdivision and State. Any cost incurred as a result of this licensing requirement shall be borne by the vendor.

18. INSPECTION OF SITE

- a. All visitors must report to and register in the main office. Each bidder should visit the site and become informed fully as to the condition under which the work is to be done. Failure to do so will not relieve a successful bidder of their obligation to supply all material and labor necessary to carry out the provisions of the contract documents at the price(s) bid.
- b. The bidder will perform field measurements, if applicable, and FCPS assumes no responsibility for errors in measurements. The bidder will be responsible for any costs associated as a result of an error in their measurements.
- c. Site visits will not be made after regular working hours, on Sundays, school holidays, or legal holidays, unless previously agreed to by the Contract Administrator.

19. USE OF FCPS SERVICES AND FACILITIES

- a. It is understood that, except as otherwise stated in the contract documents, the vendor will provide and pay for all materials, labor, tools, equipment, water, light, power, transportation, superintendence, temporary construction and all other services and facilities of every nature

necessary to execute, complete and deliver the work within the specified time.

- b. Any work necessary to be performed after regular working hours, on Sundays or legal holidays, will be performed with the approval of and without additional expense to FCPS, unless previously agreed to.

20. PROTECTION OF WORK AND PROPERTY

- a. The vendor will be solely responsible for initiating, maintaining and supervising all safety precautions and programs in the performance of this contract and will be responsible for observing the safety regulations of MOSHA, OSHA, and local life safety agencies.
- b. The vendor will erect and maintain, as required by conditions and progress of the work, all necessary safeguards for safety and protection, including fences, railing, barricades, lighting, posting of danger signs and other warnings against hazards.
- c. The vendor will comply with applicable laws, ordinances, regulations and orders of governing authorities having jurisdiction for the safety of persons and property to protect them from damage, injury or loss. Any damage, loss or injury resulting from the failure of the vendor to safe guard their work and FCPS property will be borne by the vendor.
- d. In the case of inclement weather, or an emergency that threatens the loss or damage of property or life safety, the vendor will be allowed to act in a diligent manner without instructions from FCPS. The vendor will notify the Contract Administrator of their actions as soon as possible. Any claim for compensation by the vendor due to such extra work will be submitted promptly to FCPS for approval.

21. WORK SITE SUPERVISION

- a. The awarded vendor will provide full time onsite supervision, by a construction superintendent or foreman, who will have full authority to act on behalf of the vendor. The onsite superintendent or foreman will not be changed except with the written consent of the Contract Administrator. The superintendent will represent the vendor in their absence and all directions/instructions given to them will be as binding as if given to the vendor. FCPS shall not be responsible for the acts or omissions of the superintendent or foreman.
- b. The vendor will immediately report to the Contract Administrator any error, inconsistency or omission which they discover. The vendor will not be liable to FCPS for damages resulting from any errors or deficiencies in the contract documents or other instructions given by FCPS.

22. INSPECTIONS AND CORRECTION OF WORK

- a. All work, all materials, whether incorporated into the work or not, all processes of manufacture, and all methods of construction will be, at all times and places, subject to the inspection of FCPS, whose representatives shall be the final judge of the quality and suitability. Should these fail to meet this approval they will be forthwith reconstructed, made good, replaced and/or covered, as the case may be, by the vendor at their own expense. Rejected material will be removed immediately from the site. If, in the opinion of FCPS, it is undesirable to replace any defective or damaged materials, or to reconstruct or correct any portion of the work, the compensation to be paid to the vendor shall be reduced by such amount as in the judgment of FCPS shall be equitable.
- b. If the specifications, laws, ordinances, or any public authority require any work to be specially tested or approved, the vendor will give FCPS timely notice of its readiness for observations. If the inspection is by another authority, the vendor will notify FCPS of the date fixed for such inspection and shall use the required Certificate of Inspection.

- c. FCPS may order re-examination of questioned work and, if so ordered, the vendor must uncover the work at their expense. If such work is found not to be in accordance with the contract documents, the vendor will pay all costs to correct the work, to the satisfaction of FCPS. If another vendor employed by FCPS caused the defect in the work, FCPS shall pay such cost and recover the charges from the other vendor.

23. CHANGES IN WORK

- a. No changes in the work covered by the approved contract documents will be made without having prior written approval of FCPS. The contract sum may be adjusted according to the approved changes. Consent of the Surety may be required.
- b. Charges or credits for the work covered by the approved change will be determined by one or more of the following methods:
 - i. Unit bid prices
 - ii. Lump sum
 - iii. Time and materials

In the event the vendor is directed to proceed with extra work, on a time and material basis, an itemized proposal shall be submitted including material and rental invoices and/or any other backup as requested by FCPS.

- c. A fixed fee may be negotiated, and must be agreed upon and added to the costs listed above. The fee will be compensation to cover the cost of supervision, overhead, surety, profit, and any other general expenses.

BID 16M6
UNIT PRICE CONTRACT FOR FLOOR COVERING
FORM OF PROPOSAL

Item	DESCRIPTION	UOM	UNIT PRICE REG. HRS. M-F 8:00 A.M. - 5:00 P.M.	TOTAL PRICE REG. HRS. M-F 8:00 A.M. - 5:00 P.M.	UOM	UNIT PRICE PREMIUM HRS. SAT, SUN/M-F AFTER 5:00 P.M.	TOTAL PRICE PREMIUM HRS. SAT, SUN /M-F AFTER 5:00 P.M.
1	Seam Repair	line. ft.	\$	\$	line. ft.	\$	\$
2	Re-glue Carpet	sq. yd..	\$	\$	sq. yd.	\$	\$
3	Remove Existing Carpet - Non Powerbond RS	sq. yd..	\$	\$	sq. yd.	\$	\$
4	Remove Existing Carpet - Powerbond RS	sq. yd..	\$	\$	sq. yd.	\$	\$
All Tandus carpet must be installed with Powerbond Cushion RS backing.							
5	Provide & Install New Carpet - Tandus - Field Day 0 - 100	sq. yd.	\$	\$	sq. yd.	\$	\$
6	Provide & Install New Carpet - Tandus - Field Day 101 - 500	sq. yd.	\$	\$	sq. yd.	\$	\$
7	Provide & Install New Carpet - Tandus - Field Day 501 - 1000	sq. yd.	\$	\$	sq. yd.	\$	\$
8	Provide & Install New Carpet - Tandus - Field Day 1001 plus	sq. yd.	\$	\$	sq. yd.	\$	\$
9	Provide & Install New Carpet - Tandus Applause III 0 - 100	sq. yd.	\$	\$	sq. yd.	\$	\$
10	Provide & Install New Carpet - Tandus Applause III 101 - 500	sq. yd.	\$	\$	sq. yd.	\$	\$
11	Provide & Install New Carpet - Tandus Applause III 501 - 1000	sq. yd.	\$	\$	sq. yd.	\$	\$
12	Provide & Install New Carpet - Tandus Applause III 1001 plus	sq. yd.	\$	\$	sq. yd.	\$	\$
13	Provide & Install New Carpet - Tandus Explorer 0 - 100	sq. yd.	\$	\$	sq. yd.	\$	\$
14	Provide & Install New Carpet - Tandus Explorer 101 - 500	sq. yd.	\$	\$	sq. yd.	\$	\$
15	Provide & Install New Carpet - Tandus Explorer 501 - 1000	sq. yd.	\$	\$	sq. yd.	\$	\$
16	Provide & Install New Carpet - Tandus Explorer 1001 plus	sq. yd.	\$	\$	sq. yd.	\$	\$
17	Provide & Install New Carpet - Tandus Sentinel II 0 - 100	sq. yd.	\$	\$	sq. yd.	\$	\$
18	Provide & Install New Carpet - Tandus Sentinel II 101 - 500	sq. yd.	\$	\$	sq. yd.	\$	\$
19	Provide & Install New Carpet - Tandus Sentinel II 501 - 1000	sq. yd.	\$	\$	sq. yd.	\$	\$
20	Provide & Install New Carpet - Tandus Sentinel II 1001 plus	sq. yd.	\$	\$	sq. yd.	\$	\$
21	Provide & Install New Carpet - Tandus Abrasive Action	sq. yd.	\$	\$	sq. yd.	\$	\$
22	Provide & Install New Carpet - Tandus Abrasive Action	sq. yd.	\$	\$	sq. yd.	\$	\$
23	Install FCPS Furnished Carpet	sq. yd.	\$	\$	sq. yd.	\$	\$
24	Remove Existing Floor Tile	sq. yd.	\$	\$	sq. yd.	\$	\$
25	Provide & Install Floor Tile (Armstrong Commercial Excelon Imperial Textured Vinyl Composition Tile 12" x 12")	sq. yd.	\$	\$	sq. yd.	\$	\$

Vendor: _____

BID 16M6
UNIT PRICE CONTRACT FOR FLOOR COVERING
FORM OF PROPOSAL

Item	DESCRIPTION	UOM	UNIT PRICE REG. HRS. M-F 8:00 A.M. - 5:00 P.M.	TOTAL PRICE REG. HRS. M-F 8:00 A.M. - 5:00 P.M.	UOM	UNIT PRICE PREMIUM HRS. SAT, SUN/M-F AFTER 5:00 P.M.	TOTAL PRICE PREMIUM HRS. SAT, SUN /M-F AFTER 5:00 P.M.
26	Provide & Install Floor Tile (Armstrong Commercial Excelon Safety Zone Vinyl Composition Tile 12" x 12")	sq. yd.	\$	\$	sq. yd.	\$	\$
27	Provide & Install Floor Tile (Procedo-Version Tile 12" x 12")	sq. yd.	\$	\$	sq. yd.	\$	\$
28	Provide & Install Floor Tile (Procedo-Version Tile 24" x 24")	sq. yd.	\$	\$	sq. yd.	\$	\$
29	Provide & Install Floor Tile (Roppe Raised Design Rubber Floor Tile 20' x 20" x 1/8"	sq. yd.	\$	\$	sq. yd.	\$	\$
30	Provide & Install Cove Base, All Colors (Vinyl 4 ")	sq. yd.	\$	\$	sq. yd.	\$	\$
31	Provide & Install Cove Base, All Colors (Vinyl 6 ")	sq. yd.	\$	\$	sq. yd.	\$	\$
32	Provide & Install Cove Base, All Colors (Rubber 4 ")	sq. yd.	\$	\$	sq. yd.	\$	\$
33	Provide & Install Cove Base, All Colors (Rubber 6 ")	sq. yd.	\$	\$	sq. yd.	\$	\$
34	Provide & Install Stair Tread (Roppe Raised Design Rubber Stair Tread Low Profile Circular Design Square Nose - #92	sq. yd.	\$	\$	sq. yd.	\$	\$
35	Provide & Install Transition Strips	sq. yd.	\$	\$	sq. yd.	\$	\$
36	Under Cut Door	sq. yd.	\$	\$	sq. yd.	\$	\$
37	Provide & apply self leveling material as necessary to designated approved floors. (gym cafeteria's, etc.)	sq. yd.	\$	\$	sq. yd.	\$	\$
38	Miscellaneous Work, Hourly Charge Per Each Man	sq. yd.	\$	\$	sq. yd.	\$	\$
39	Percentage of mark-up above cost for rental of equipment to level floors, grind concrete, etc.			%			%
40	Percentage of mark-up above cost for additional materials not included in above work.			%			%
	TOTAL			\$			\$
41	Miscellaneous Work, Hourly Charge Per each man (1 man crew)			\$			\$
42	Percentage of markup above cost for additional materials not included in above work.			%			%

Vendor: _____

BID 16M6, UNIT PRICE CONTRACT FOR FLOOR COVERING
SIGNATURE ACKNOWLEDGING COST PROPOSAL

Note: When submitting your bid/proposal, please use this page as a cover sheet for your cost proposal.

In compliance with your invitation for bidders, the undersigned proposes to furnish and deliver all labor and materials in accordance with the accompanying specifications and "Instructions and General Conditions" for the price as listed on the enclosed Proposal Sheet(s).

I/We certify that this bid/proposal is made without previous understanding, agreement, or connection with any person, firm, or corporation submitting a bid/proposal for the same goods/services and is, in all respects fair and without collusion or fraud; that none of this company's officers, directors, partners or its employees have been convicted of bribery, attempted bribery, or conspiracy to bribe under the laws of any state or federal government; and that no member of the Board of Education of Frederick County, Administrative or Supervisory Personnel or other employees of the Frederick County Public Schools, has any interest in the bidding company except as follows:

COMPANY: _____

dba: _____

REGISTERED MARYLAND CONTRACTOR NUMBER: _____

FEDERAL IDENTIFICATION: _____ DATE: _____

The undersigned has familiarized themselves with the conditions affecting the work, the specifications, and is legally authorized to make this proposal on behalf of the Contractor listed above.

NAME (please print): _____

SIGNATURE OF ABOVE: _____

TITLE: _____

ADDRESS: _____

TELEPHONE # _____ FAX # _____

E-MAIL ADDRESS (for correspondence): _____

E-MAIL ADDRESS (for receiving Purchase Orders): _____

**(DO NOT COMPLETE THIS AREA IF YOUR COMPANY IS UNABLE TO RECEIVE
PURCHASE ORDERS ELECTRONICALLY)**

ACKNOWLEDGMENT OF ADDENDA (if applicable)

The above-signed company/firm acknowledges the receipt of the following addenda for the above-referenced solicitation.

Date Received by Proposer/Bidder:

Addendum #1	_____	Addendum #2	_____
Addendum #3	_____	Addendum #4	_____
Addendum #5	_____	Addendum #6	_____
Addendum #7	_____	Addendum #8	_____

BID 16M6, UNIT PRICE CONTRACT FOR FLOOR COVERING
FREDERICK COUNTY PUBLIC SCHOOLS
STATUTORY AFFIDAVIT AND NON-COLLUSION CERTIFICATION

Special Instructions: An authorized representative of the bidder needs to complete the following affidavit and insert an answer to paragraphs 1 and 3.

BIDDERS: The submission of the following Affidavit at the time of the bid opening is:

☒ requested to be completed but not required to be notarized.

☐ required to be completed and notarized.

I, _____, being duly sworn, depose and state:

1. I am the _____ (officer) and duly authorized representative of the firm of the organization named _____ whose address is _____ (Name of Corporation) _____ and that I possess the authority to make this affidavit and certification on behalf of myself and the firm for which I am acting.
2. Except as described in paragraph 3 below, neither I, nor to the best of my knowledge, the above firm, nor any of its officers, directors, or partners, or any of its employees who are directly involved in obtaining or performing contracts with any public bodies has:
 - a. been convicted of bribery, attempted bribery, or conspiracy to bribe, under the laws of any state or of the federal government;
 - b. been convicted under the laws of the state, another state, or the United States of: a criminal offense incident to obtaining, attempting to obtain, or performing a public or private contract; or fraud, embezzlement, theft, forgery, falsification or destruction of records, or receiving stolen property;
 - c. been convicted of criminal violation of an antitrust statute of the State of Maryland, another state, or the United States;
 - d. been convicted of a violation of the Racketeer influenced and Corrupt Organization Act, or the Mail Fraud Act, for acts in connection with the submission of bids or proposals for a public or private contract;
 - e. been convicted of any felony offenses connected with obtaining, holding, or maintaining a minority business enterprise certification, as prohibited by Section 14-308 of the State Finance & Procurement Article;
 - f. been convicted of conspiracy to commit any act or omission that would constitute grounds for conviction under any of the laws or statutes described in Paragraph (a) through (e) above; or
 - g. been found civilly liable under an antitrust statute of this State, another state, or the United States for acts or omissions in connection with the submission of bids or proposals for a public or private contract.
3. The only conviction, plea, or admission by any officer, director, partner, or employee of this firm to involvement in any of the conduct described in Paragraph 2 above is as follows:

If none, write "None" below. If involvement, list the date, count, or charge, official or administrative body, the individuals involved, their position with the firm, and the sentence or disposition of the charge.

(you may attach an explanation if necessary)

4. I affirm that this firm will not knowingly enter into a contract with a public body under which a person or business debarred or suspended under Maryland State Finance and Procurement Title 16, subtitle 3, Annotated Code of Maryland, as amended, will provide, directly or indirectly, supplies, services, architectural services, construction-related services, leases of real property, or construction.
5. I affirm that this proposal or bid to the Board of Education of Frederick County is genuine and not collusive or a sham; that said bidder has not colluded, conspired, connived and agreed, directly or indirectly, with any bidder or person to put in a sham bid or to refrain from bidding and is not in any manner, directly or indirectly, sought by agreement of collusion or communication or conference, with any person to fix the bid prices of the affidavit or any other bidder, or to fix any overhead, profit or cost element of said bid price, or that if any bidder, or to secure an advantage against the Board of Education of Frederick County or any other person interested in the proposed contract; and that all statements in the proposal or bid are true. I acknowledge that, if the representations set forth in this affidavit are not true and correct, the Board of Education of Frederick County may terminate any contract awarded and take any other appropriate action.

I DO SOLEMNLY DECLARE AND AFFIRM under the penalties of perjury that the contents of this affidavit are true and correct, that I am executing this Affidavit in compliance with Section 16-311 of the State Finance and Procurement Article, Annotated Code of Maryland, and in compliance with requirements of the Board of Education of Frederick County, and that I am executing and submitting this Proposal on behalf of and as authorized by the bidder named below.

(Legal Name of Company)

(dba)

(Address)

(City)

(State)

(Zip)

(Telephone)

(Fax)

(Print Name)

(Title)

(Date)

(Signature)

(Title)

(Date)

We are/I am licensed to do business in the State of Maryland as a:

() Corporation

() Partnership

() Individual

() Other

If required to be notarized:

(Witness)

(Title)

SUBSCRIBED AND SWORN to before me on this _____ day of _____, 20____.

NOTARY PUBLIC

My Commission Expires: _____

CERTIFICATION OF COMPLIANCE
BID 16M6, UNIT PRICE CONTRACT FOR FLOOR COVERING

1. All Contractors, subcontractors or vendors must abide by FCPS Board policies and regulations while working on FCPS property.
2. Maryland Law requires that any person who enters into a contract with a county board of education may not knowingly employ an individual to work at a schools (or FCPS facility) if the individual is a registered sex offender. Please reference §11-113 of the Criminal Procedure Article of Maryland Code for penalty.
3. Be advised that individuals who are registered sex offenders are not eligible to work on any FCPS project. The Contractor must initially check the Maryland Department of Public Safety & Correctional Services' MARYLAND SEX OFFENDER REGISTRY and search for the name of any employee to be assigned to work on this project. This applies to subcontractors and material/equipment suppliers as well.
4. In the event that a registered sex offender is discovered to be working on a FCPS project, whether through employment by the prime Contractor, subcontractor or vendor, the site superintendent will immediately remove the individual from the premises and permanently terminate his work assignment. FCPS may terminate this contract as a result if the Contractor is unable to demonstrate he has exercised care and diligence in the past in checking the Maryland registry.
5. Effective July 1, 2015, amendments to §6-113 of the Education Article of the Maryland Code further require that a contractor or subcontractor or vendor for a local school system may not knowingly assign an employee to work on school premises with direct, unsupervised, and uncontrolled access to children, if the employee has been convicted of, or pled guilty or nolo contendere to, a crime involving:
 - a. A sexual offense in the third or fourth degree under §3-307 or §3-308 of the Criminal Law Article of the Maryland Code.
 - b. Child sexual abuse under §3-602 of the Criminal Law Article of the Maryland Code or any other State; or
 - c. A crime of violence as defined in §14-101 of the Criminal Law Article of the Maryland Code or any other State
6. Under recent amendments to §5-561 of the Family Law Article of the Maryland Code, each contractor, subcontractor or vendor shall certify by signing this affidavit that any individuals in its work-force including sub-contractors, have undergone a criminal background check, including fingerprinting, if the individuals will work in a FCPS school facility in circumstances where they have direct, unsupervised, and uncontrolled access to children.

By my signature below, I affirm under penalties of perjury that the contents of this Certification of Compliance are true to the best of my knowledge, information and belief.

Signature_____Date_____

Print name and title of signatory_____

Print name of company_____

Face Construction	Imperial	Metric
Construction	Level Loop	
Face Weight	18 oz/sq yd	610.2 g/sq m
Gauge	1/13	50.4 rows/10 cm
Stitches per Inch	10.0	39.4 pu/10 cm
Tuft Density	128 tufts/sq in	19.8 tufts/sq cm
Pile Height Average	0.117 inch	3.0 mm
Pile Thickness	0.078 inch	2.0 mm
Density Factor	8,308 oz/cu yd	307.4 kg/cu m
Fiber System	TDX Nylon	
Dye Method	80% Solution Dyed / 20% Yarn Dyed	
Soil/Stain Protection	Ensure	10.8 Kilotex
Primary Tufting Substrate	Synthetic Non-Woven	
Pattern Match	Not Required	

Third Party Environmental Certifications

Product	Recycled Content*		NSF 140
	Overall	Postconsumer	SCS Certified
Certified ER3® Modular	45-65%	20%	Platinum
Certified Powerbond® ethos® Cushion	42-68%	42%	Platinum
Certified ethos® Modular	27-52%	27%	Platinum
Certified Powerbond® Cushion	7-28%	7%	Gold
Certified Flex-Aire® Cushion Modular	21-38%	5%	Gold
Certified Powerbond® Medfloor®	7-28%	7%	

*Minimum recycled content certified by SCS and varies by product style.

Product Testing/Information

Antimicrobial Chemicals	No antimicrobials (EPA Registered pesticides) added to product (ASTM E2471-05)
Electrostatic Propensity	1.6 kV (AATCC 134); Permanent Conductive Fiber
Surface Flammability	Passes CPSC FF 1-70 (ASTM D-2859)
Flooring Radiant Panel	Class 1 (mean average CRF: 0.45 w/sq cm or higher) (ASTM E-648)
Smoke Generation	Less than 450 (ASTM E-662)
Colorfastness to Light	≥ 4 after 60 hours (AATCC 16E)
Fluorine	Minimum 500 ppm (CRI TM-102)
	After two cleanings per AATCC 171: Minimum 400 ppm (CRI TM-102)

Installation Methods

Peel and Stick	RS Adhesive System - Full Coverage Peel & Stick
Wet Spread	Backing specific Tandus Adhesives
Installation Method	Monolithic

Product Notes

- Specifications are subject to nominal manufacturing variances. Material supply and/or manufacturing processes may necessitate changes without notice. Colors may vary slightly from dye lot to dye lot.
- U.S. Patent numbers: 4,849,297; 4,849,267; 5,728,741; 5,855,981; 5,914,353; 6,406,574
- The use of chair pads under roller caster chairs may be required in order to maintain full limited warranty coverage. Please refer to the applicable limited warranty verbiage for specific requirements. In all cases, chair pads are recommended for optimum textural performance. Absent the use of chair pads, more intensive maintenance will be required for areas in direct contact with chair caster traffic, and some degree of appearance change is to be expected.

IMPERIAL	METRIC	TEST METHOD
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Warranty: Lifetime limited warranty against excessive surface wear, static, delamination, edge ravel, zippering & backing resiliency loss.

ER3® Modular

Total Minimum Recycled Content	54.3%	Pre-Consumer: 37.9%	Postconsumer: 16.4%	SCS Certified total 45-65%
Third Party Certification NSF-140	Platinum			SCS Certified
Product Size	24" x 24" Tile (18" x 18" and 36" x 36" also available)			
Secondary Backing	100% Recycled Content with Tru Bloc (Barrier System)			
Intermediate Layer	Fiberglass Reinforced Sealant			
Product Construction	No Delamination per ASTM D-3936			
Secondary Backing Density	65	lbs/cu ft	1041	kg/cu m
Secondary Backing Thickness	0.087	inch	2.2	mm
Total Weight with RS / Non-RS	128.5	126.9	oz/sq yd +/-5%	4358 4303 g/sq m
CRI Green Label Plus Certification	GLP1366			

ethos® Modular

Total Minimum Recycled Content	36.3%	Pre-Consumer: 0.0%	Postconsumer: 36.3%	SCS Certified total 27-52%
Third Party Certification NSF-140	Platinum			SCS Certified
Product Size	24" x 24" Tile (18" x 18" and 36" x 36" also available)			
Secondary Backing	50% Recycled Content			
Intermediate Layer	Fiberglass Reinforced Sealant			
Product Construction	No Delamination per ASTM D-3936			
Secondary Backing Density	65.0	lbs/cu ft	1041	kg/cu m
Secondary Backing Thickness	0.050	inch	1.3	mm
Total Weight	95.2		oz/sq yd +/-5%	3228.6 g/sq m
CRI Green Label Plus Certification	GLP8320			

Flex-Aire® Cushion Modular

Total Minimum Recycled Content	26.0%	Pre-Consumer: 19.5%	Postconsumer: 6.5%	SCS Certified total 21-38%
Third Party Certification NSF-140	Gold			SCS Certified
Product Size	24" x 24" Tile (18" x 18" and 36" x 36" also available)			
Secondary Backing	Fiberglass Reinforced Composite Closed Cell Cushion			
Intermediate Layer	Fiberglass Reinforced Sealant			
Product Construction	No Delamination per ASTM D-3936			
Cushion Weight	35.5	oz/sq yd	1203	g/sq m ASTM D-3574
Cushion Density	18.5	lbs/cu ft	296	kg/cu m ASTM D-3574
Cushion Thickness	0.156	inch	4.0	mm ASTM D-3574
Total Weight with RS / Non-RS	117.1	115.7	oz/sq yd +/-5%	3971 3924 g/sq m
Compression Set	Max. 10%			ASTM D-3574
Compression Deflection	5 Min.	25 max lbs/sq inch @ 25%	352	1758 g/sq cm ASTM D-3574
CRI Green Label Plus Certification	GLP6558			

Powerbond® (VCTT Sheet Flooring)

IMPERIAL	METRIC	TEST METHOD
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Warranty: Lifetime limited warranty against excessive surface wear, static, delamination, edge ravel, zippering & backing resiliency loss.

Powerbond ethos® Cushion

Total Minimum Recycled Content	49.6%	Pre-Consumer: 0%	Postconsumer: 49.6%	SCS Certified total 42-68%
Third Party Certification NSF-140	Platinum			SCS Certified
Product Size	6 ft.		1.8 m	
Cushion	76% Recycled Content Closed Cell Cushion			
Heterogeneous Construction	No Delamination per ASTM D-3936			
Cushion Density	32 lbs/cu ft		513 kg/cu m	ASTM D-3574
Cushion Thickness	0.100 inch		2.5 mm	ASTM D-3574
Total Weight with RS / Non-RS	89.0 86.6 oz/sq yd +/-5%	3018	2937 g/sq m	
Compression Set	Max. 10%			ASTM D-3574
Compression Deflection	29 lbs/sq inch @ 25%	2039	g/sq cm	ASTM D-3574
CRI Green Label Plus Certification	GLP8320			

Powerbond Cushion

Total Minimum Recycled Content	9.6%	Pre-Consumer: 0%	Postconsumer: 9.6%	SCS Certified total 7-28%
Third Party Certification NSF-140	Gold			SCS Certified
Product Size	6 ft.		1.8 m	
Cushion	Closed Cell Cushion			
Heterogeneous Construction	No Delamination per ASTM D-3936			
Cushion Weight	35.5 oz/sq yd		1203 g/sq m	ASTM D-3574
Cushion Density	18.5 lbs/cu ft		296 kg/cu m	ASTM D-3574
Cushion Thickness	0.156 inch		4.0 mm	ASTM D-3574
Total Weight with RS / Non-RS	79.0 76.7 oz/sq yd +/-5%	2679	2601 g/sq m	
Compression Set	Max. 10%			ASTM D-3574
Compression Deflection	7 Min. 25 max lbs/sq inch @ 25%	492	1758 g/sq cm	ASTM D-3574
CRI Green Label Plus Certification	GLP9744			

Powerbond Medfloor®

Total Minimum Recycled Content	9.8%	Pre-Consumer: 0%	Postconsumer: 9.8%	SCS Certified total 7-28%
Product Size	6 ft.		1.8 m	
Cushion	Medfloor			
Heterogeneous Construction	No Delamination per ASTM D-3936			
Cushion Weight	37 oz/sq yd		1254 g/sq m	ASTM D-3574
Cushion Density	36 lbs/cu ft		577 kg/cu m	ASTM D-3574
Cushion Thickness	0.085 inch		2.2 mm	ASTM D-3574
Total Weight with RS / Non-RS	80.9 78.2 oz/sq yd +/-5%	2744	2652 g/sq m	
Compression Set	Max. 10%			ASTM D-3574
Compression Deflection	29 lbs/sq inch @ 25%	2039	g/sq cm	ASTM D-3574
CRI Green Label Plus Certification	GLP9744			

Face Construction	Imperial	Metric
Construction	Level Loop	
Face Weight	18 oz/sq yd	610.2 g/sq m
Gauge	1/13	50.4 rows/10 cm
Stitches per Inch	8.2	32.3 pu/10 cm
Tuft Density	104.96 tufts/sq in	16.3 tufts/sq cm
Pile Height Average	0.117 inch	3.0 mm
Pile Thickness	0.087 inch	2.2 mm
Density Factor	7,448 oz/cu yd	275.6 kg/cu m
Fiber System	Dynex SD® / Dynex® Nylon	
Dye Method	50% Solution Dyed / 50% Yarn Dyed	
Soil/Stain Protection	Ensure	9.4 Kilotex
Primary Tufting Substrate	Synthetic Non-Woven	
Pattern Match	Not Required	

Third Party Environmental Certifications

Product	Recycled Content*		NSF 140
	Overall	Postconsumer	SCS Certified
Certified ER3® Modular	45-65%	20%	Platinum
Certified Powerbond® ethos® Cushion	42-68%	42%	Platinum
Certified ethos® Modular	27-52%	27%	Platinum
Certified Powerbond® Cushion	7-28%	7%	Gold
Certified Flex-Aire® Cushion Modular	21-38%	5%	Gold
Certified Powerbond® Medfloor®	7-28%	7%	

*Minimum recycled content certified by Scientific Certification Systems (SCS) and varies by product style.

Product Testing/Information

Antimicrobial Chemicals	No antimicrobials (EPA Registered pesticides) added to product (ASTM E2471-05)
Electrostatic Propensity	2.2 kV (AATCC 134); Permanent Conductive Fiber
Surface Flammability	Passes CPSC FF 1-70 (ASTM D-2859)
Flooring Radiant Panel	Class 1 (mean average CRF: 0.45 w/sq cm or higher) (ASTM E-648)
Smoke Generation	Less than 450 (ASTM E-662)
Colorfastness to Light	≥ 4 after 60 hours (AATCC 16E)
Fluorine	Minimum 500 ppm (CRI TM-102)
	After two cleanings per AATCC 171: Minimum 400 ppm (CRI TM-102)

Installation Methods

Peel and Stick	RS Adhesive System - Full Coverage Peel & Stick
Wet Spread	Backing specific Tandus Adhesives
Installation Method	Monolithic

Product Notes

- Specifications are subject to nominal manufacturing variances. Material supply and/or manufacturing processes may necessitate changes without notice. Colors may vary slightly from dye lot to dye lot.
- U.S. Patent numbers: 4,849,297; 4,849,267; 5,728,741; 5,855,981; 5,914,353; 6,406,574
- The use of chair pads under roller caster chairs may be required in order to maintain full limited warranty coverage. Please refer to the applicable limited warranty verbiage for specific requirements. In all cases, chair pads are recommended for optimum textural performance. Absent the use of chair pads, more intensive maintenance will be required for areas in direct contact with chair caster traffic, and some degree of appearance change is to be expected.

IMPERIAL	METRIC	TEST METHOD
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Warranty: Lifetime limited warranty against excessive surface wear, static, delamination, edge ravel, zippering & backing resiliency loss.

ER3® Modular

Total Minimum Recycled Content	54.3%	Pre-Consumer: 37.9%	Postconsumer: 16.4%	SCS Certified total 45-65%
Third Party Certification NSF-140	Platinum			SCS Certified
Product Size	24" x 24" Tile (18" x 18" and 36" x 36" also available)			
Secondary Backing	100% Recycled Content with Tru Bloc (Barrier System)			
Intermediate Layer	Fiberglass Reinforced Sealant			
Product Construction	No Delamination per ASTM D-3936			
Secondary Backing Density	65	lbs/cu ft	1041	kg/cu m
Secondary Backing Thickness	0.087	inch	2.2	mm
Total Weight with RS / Non-RS	128.5	126.9	oz/sq yd +/-5%	4358 4303 g/sq m
CRI Green Label Plus Certification	GLP1366			

ethos® Modular

Total Minimum Recycled Content	36.3%	Pre-Consumer: 0.0%	Postconsumer: 36.3%	SCS Certified total 27-52%
Third Party Certification NSF-140	Platinum			SCS Certified
Product Size	24" x 24" Tile (18" x 18" and 36" x 36" also available)			
Secondary Backing	50% Recycled Content			
Intermediate Layer	Fiberglass Reinforced Sealant			
Product Construction	No Delamination per ASTM D-3936			
Secondary Backing Density	65.0	lbs/cu ft	1041	kg/cu m
Secondary Backing Thickness	0.050	inch	1.3	mm
Total Weight	95.2	oz/sq yd +/-5%	3228.6	g/sq m
CRI Green Label Plus Certification	GLP8320			

Flex-Aire® Cushion Modular

Total Minimum Recycled Content	26.0%	Pre-Consumer: 19.5%	Postconsumer: 6.5%	SCS Certified total 21-38%
Third Party Certification NSF-140	Gold			SCS Certified
Product Size	24" x 24" Tile (18" x 18" and 36" x 36" also available)			
Secondary Backing	Fiberglass Reinforced Composite Closed Cell Cushion			
Intermediate Layer	Fiberglass Reinforced Sealant			
Product Construction	No Delamination per ASTM D-3936			
Cushion Weight	35.5	oz/sq yd	1203	g/sq m ASTM D-3574
Cushion Density	18.5	lbs/cu ft	296	kg/cu m ASTM D-3574
Cushion Thickness	0.156	inch	4.0	mm ASTM D-3574
Total Weight with RS / Non-RS	117.1	115.7	oz/sq yd +/-5% 3971	3924 g/sq m
Compression Set	Max. 10%			ASTM D-3574
Compression Deflection	5 Min.	25 max lbs/sq inch @ 25%	352	1758 g/sq cm ASTM D-3574
CRI Green Label Plus Certification	GLP6558			

Powerbond® (VCTT Sheet Flooring)

IMPERIAL	METRIC	TEST METHOD
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Warranty: Lifetime limited warranty against excessive surface wear, static, delamination, edge ravel, zippering & backing resiliency loss.

Powerbond ethos® Cushion

Total Minimum Recycled Content	49.6%	Pre-Consumer: 0%	Postconsumer: 49.6%	SCS Certified total 42-68%
Third Party Certification NSF-140	Platinum			SCS Certified
Product Size	6 ft.		1.8 m	
Cushion	76% Recycled Content Closed Cell Cushion			
Heterogeneous Construction	No Delamination per ASTM D-3936			
Cushion Density	32 lbs/cu ft		513 kg/cu m	ASTM D-3574
Cushion Thickness	0.100 inch		2.5 mm	ASTM D-3574
Total Weight with RS / Non-RS	89.0 86.6 oz/sq yd +/-5%	3018	2937 g/sq m	
Compression Set	Max. 10%			ASTM D-3574
Compression Deflection	29 lbs/sq inch @ 25%	2039	g/sq cm	ASTM D-3574
CRI Green Label Plus Certification	GLP8320			

Powerbond Cushion

Total Minimum Recycled Content	9.6%	Pre-Consumer: 0%	Postconsumer: 9.6%	SCS Certified total 7-28%
Third Party Certification NSF-140	Gold			SCS Certified
Product Size	6 ft.		1.8 m	
Cushion	Closed Cell Cushion			
Heterogeneous Construction	No Delamination per ASTM D-3936			
Cushion Weight	35.5 oz/sq yd		1203 g/sq m	ASTM D-3574
Cushion Density	18.5 lbs/cu ft		296 kg/cu m	ASTM D-3574
Cushion Thickness	0.156 inch		4.0 mm	ASTM D-3574
Total Weight with RS / Non-RS	79.0 76.7 oz/sq yd +/-5%	2679	2601 g/sq m	
Compression Set	Max. 10%			ASTM D-3574
Compression Deflection	7 Min. 25 max lbs/sq inch @ 25%	492	1758 g/sq cm	ASTM D-3574
CRI Green Label Plus Certification	GLP9744			

Powerbond Medfloor®

Total Minimum Recycled Content	9.8%	Pre-Consumer: 0%	Postconsumer: 9.8%	SCS Certified total 7-28%
Product Size	6 ft.		1.8 m	
Cushion	Medfloor			
Heterogeneous Construction	No Delamination per ASTM D-3936			
Cushion Weight	37 oz/sq yd		1254 g/sq m	ASTM D-3574
Cushion Density	36 lbs/cu ft		577 kg/cu m	ASTM D-3574
Cushion Thickness	0.085 inch		2.2 mm	ASTM D-3574
Total Weight with RS / Non-RS	80.9 78.2 oz/sq yd +/-5%	2744	2652 g/sq m	
Compression Set	Max. 10%			ASTM D-3574
Compression Deflection	29 lbs/sq inch @ 25%	2039	g/sq cm	ASTM D-3574
CRI Green Label Plus Certification	GLP9744			

Face Construction	Imperial	Metric
Construction	Level Loop	
Gauge	1/13	50.4 rows/10 cm
Stitches per Inch	9.2	36.2 pu/10 cm
Tuft Density	117.76 tufts/sq in	18.3 tufts/sq cm
Pile Height Average	0.109 inch	2.8 mm
Pile Thickness	0.062 inch	1.6 mm
Density Factor	8,129 oz/cu yd	300.8 kg/cu m
Fiber System	TDX Nylon	
Dye Method	Solution Dyed	
Soil/Stain Protection	Ensure	8.5 Kilotex
Primary Tufting Substrate	Synthetic Non-Woven	
Pattern Match	Not Required	

Third Party Environmental Certifications

Product	Recycled Content*		NSF 140
	Overall	Postconsumer	SCS Certified
Certified ER3® Modular	45-65%	20%	Platinum
Certified Powerbond® ethos® Cushion	42-68%	42%	Platinum
Certified ethos® Modular	27-52%	27%	Platinum
Certified Powerbond® Cushion	7-28%	7%	Gold
Certified Flex-Aire® Cushion Modular	21-38%	5%	Gold
Certified Powerbond® Medfloor®	7-28%	7%	

*Minimum recycled content certified by Scientific Certification Systems (SCS) and varies by product style.

Product Testing/Information

Antimicrobial Chemicals	No antimicrobials (EPA Registered pesticides) added to product (ASTM E2471-05)
Electrostatic Propensity	1.5 kV (AATCC 134); Permanent Conductive Fiber
Surface Flammability	Passes CPSC FF 1-70 (ASTM D-2859)
Flooring Radiant Panel	Class 1 (mean average CRF: 0.45 w/sq cm or higher) (ASTM E-648)
Smoke Generation	Less than 450 (ASTM E-662)
TARR	3.6 Severe Traffic Classification per CRI Texture Appearance Retention Rating
Colorfastness to Light	≥ 4 after 100 hours (AATCC 16E)
Fluorine	Minimum 500 ppm (CRI TM-102) After two cleanings per AATCC 171: Minimum 400 ppm (CRI TM-102)

Installation Methods

Peel and Stick	RS Adhesive System - Full Coverage Peel & Stick
Wet Spread	Backing specific Tandus Adhesives
Installation Method	Monolithic

Product Notes

- Specifications are subject to nominal manufacturing variances. Material supply and/or manufacturing processes may necessitate changes without notice. Colors may vary slightly from dye lot to dye lot.
- U.S. Patent numbers: 4,849,297; 4,849,267; 5,728,741; 5,855,981; 5,914,353; 6,406,574
- The use of chair pads under roller caster chairs may be required in order to maintain full limited warranty coverage. Please refer to the applicable limited warranty verbiage for specific requirements. In all cases, chair pads are recommended for optimum textural performance. Absent the use of chair pads, more intensive maintenance will be required for areas in direct contact with chair caster traffic, and some degree of appearance change is to be expected.

IMPERIAL	METRIC	TEST METHOD
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Warranty: Lifetime limited warranty against excessive surface wear, static, delamination, edge ravel, zippering & backing resiliency loss.

ER3® Modular

Total Minimum Recycled Content	56.0%	Pre-Consumer: 39.0%	Postconsumer: 17.0%	SCS Certified total 45-65%
Third Party Certification NSF-140	Platinum			SCS Certified
Product Size	24" x 24" Tile (18" x 18" and 36" x 36" also available)			
Secondary Backing	100% Recycled Content with Tru Bloc (Barrier System)			
Intermediate Layer	Fiberglass Reinforced Sealant			
Product Construction	No Delamination per ASTM D-3936			
Secondary Backing Density	65	lbs/cu ft	1041	kg/cu m
Secondary Backing Thickness	0.087	inch	2.2	mm
Total Weight with RS / Non-RS	124.5	122.9	oz/sq yd +/-5%	4222 4168 g/sq m
CRI Green Label Plus Certification	GLP1366			

ethos® Modular

Total Minimum Recycled Content	37.9%	Pre-Consumer: 0.0%	Postconsumer: 37.9%	SCS Certified total 27-52%
Third Party Certification NSF-140	Platinum			SCS Certified
Product Size	24" x 24" Tile (18" x 18" and 36" x 36" also available)			
Secondary Backing	50% Recycled Content			
Intermediate Layer	Fiberglass Reinforced Sealant			
Product Construction	No Delamination per ASTM D-3936			
Secondary Backing Density	65.0	lbs/cu ft	1041	kg/cu m
Secondary Backing Thickness	0.050	inch	1.3	mm
Total Weight	91.2		oz/sq yd +/-5%	3093 g/sq m
CRI Green Label Plus Certification	GLP8320			

Flex-Aire® Cushion Modular

Total Minimum Recycled Content	26.9%	Pre-Consumer: 20.2%	Postconsumer: 6.7%	SCS Certified total 21-38%
Third Party Certification NSF-140	Gold			SCS Certified
Product Size	24" x 24" Tile (18" x 18" and 36" x 36" also available)			
Secondary Backing	Fiberglass Reinforced Composite Closed Cell Cushion			
Intermediate Layer	Fiberglass Reinforced Sealant			
Product Construction	No Delamination per ASTM D-3936			
Cushion Weight	35.5	oz/sq yd	1203	g/sq m ASTM D-3574
Cushion Density	18.5	lbs/cu ft	296	kg/cu m ASTM D-3574
Cushion Thickness	0.156	inch	4.0	mm ASTM D-3574
Total Weight with RS / Non-RS	113.1	111.7	oz/sq yd +/-5%	3835 3788 g/sq m
Compression Set	Max. 10%			ASTM D-3574
Compression Deflection	5 Min.	25 max lbs/sq inch @ 25%	352	1758 g/sq cm ASTM D-3574
CRI Green Label Plus Certification	GLP6558			

Powerbond® (VCTT Sheet Flooring)

IMPERIAL	METRIC	TEST METHOD
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Warranty: Lifetime limited warranty against excessive surface wear, static, delamination, edge ravel, zippering & backing resiliency loss.

Powerbond ethos® Cushion

Total Minimum Recycled Content	52.0%	Pre-Consumer: 0%	Postconsumer: 52.0%	SCS Certified total 42-68%
Third Party Certification NSF-140	Platinum			SCS Certified
Product Size	6 ft.		1.8 m	
Cushion	76% Recycled Content Closed Cell Cushion			
Heterogeneous Construction	No Delamination per ASTM D-3936			
Cushion Density	32 lbs/cu ft		513 kg/cu m	ASTM D-3574
Cushion Thickness	0.100 inch		2.5 mm	ASTM D-3574
Total Weight with RS / Non-RS	85.0 82.6 oz/sq yd +/-5%	2883	2801 g/sq m	
Compression Set	Max. 10%			ASTM D-3574
Compression Deflection	29 lbs/sq inch @ 25%	2039	g/sq cm	ASTM D-3574
CRI Green Label Plus Certification	GLP8320			

Powerbond Cushion

Total Minimum Recycled Content	10.1%	Pre-Consumer: 0%	Postconsumer: 10.1%	SCS Certified total 7-28%
Third Party Certification NSF-140	Gold			SCS Certified
Product Size	6 ft.		1.8 m	
Cushion	Closed Cell Cushion			
Heterogeneous Construction	No Delamination per ASTM D-3936			
Cushion Weight	35.5 oz/sq yd		1203 g/sq m	ASTM D-3574
Cushion Density	18.5 lbs/cu ft		296 kg/cu m	ASTM D-3574
Cushion Thickness	0.156 inch		4.0 mm	ASTM D-3574
Total Weight with RS / Non-RS	75.0 72.7 oz/sq yd +/-5%	2544	2466 g/sq m	
Compression Set	Max. 10%			ASTM D-3574
Compression Deflection	7 Min. 25 max lbs/sq inch @ 25%	492	1758 g/sq cm	ASTM D-3574
CRI Green Label Plus Certification	GLP9744			

Powerbond Medfloor®

Total Minimum Recycled Content	10.3%	Pre-Consumer: 0%	Postconsumer: 10.3%	SCS Certified total 7-28%
Product Size	6 ft.		1.8 m	
Cushion	Medfloor			
Heterogeneous Construction	No Delamination per ASTM D-3936			
Cushion Weight	37 oz/sq yd		1254 g/sq m	ASTM D-3574
Cushion Density	36 lbs/cu ft		577 kg/cu m	ASTM D-3574
Cushion Thickness	0.085 inch		2.2 mm	ASTM D-3574
Total Weight with RS / Non-RS	76.9 74.2 oz/sq yd +/-5%	2608	2517 g/sq m	
Compression Set	Max. 10%			ASTM D-3574
Compression Deflection	29 lbs/sq inch @ 25%	2039	g/sq cm	ASTM D-3574
CRI Green Label Plus Certification	GLP9744			

Face Construction	Imperial	Metric
Construction	Textured Loop	
Face Weight	18 oz/sq yd	610.2 g/sq m
Gauge	1/13	50.4 rows/10 cm
Stitches per Inch	9.2	36.2 pu/10 cm
Tuft Density	117.76 tufts/sq in	18.3 tufts/sq cm
Pile Height Average	0.117 inch	3.0 mm
Pile Thickness	0.078 inch	2.0 mm
Density Factor	8,308 oz/cu yd	307.4 kg/cu m
Fiber System	TDX Nylon	
Dye Method	Solution Dyed	
Soil/Stain Protection	Ensure	9.9 Kilotex
Primary Tufting Substrate	Synthetic Non-Woven	
Pattern Match	Not required	

Third Party Environmental Certifications

Product	Recycled Content*		NSF 140
	Overall	Postconsumer	SCS Certified
Certified ER3® Modular	45-65%	20%	Platinum
Certified Powerbond® ethos® Cushion	42-68%	42%	Platinum
Certified ethos® Modular	27-52%	27%	Platinum
Certified Powerbond® Cushion	7-28%	7%	Gold
Certified Flex-Aire® Cushion Modular	21-38%	5%	Gold
Certified Powerbond® Medfloor®	7-28%	7%	

*Minimum recycled content certified by SCS and varies by product style.

Product Testing/Information

Antimicrobial Chemicals	No antimicrobials (EPA Registered pesticides) added to product (ASTM E2471-05)
Electrostatic Propensity	1.0 kV (AATCC 134); Permanent Conductive Fiber
Surface Flammability	Passes CPSC FF 1-70 (ASTM D-2859)
Flooring Radiant Panel	Class 1 (mean average CRF: 0.45 w/sq cm or higher) (ASTM E-648)
Smoke Generation	Less than 450 (ASTM E-662)
Colorfastness to Light	≥ 4 after 100 hours (AATCC 16E)
Fluorine	Minimum 500 ppm (CRI TM-102)
	After two cleanings per AATCC 171: Minimum 400 ppm (CRI TM-102)

Installation Methods

Peel and Stick	RS Adhesive System - Full Coverage Peel & Stick
Wet Spread	Backing specific Tandus Adhesives
Installation Method	Monolithic

Product Notes

- Specifications are subject to nominal manufacturing variances. Material supply and/or manufacturing processes may necessitate changes without notice. Colors may vary slightly from dye lot to dye lot.
- U.S. Patent numbers: 4,849,297; 4,49,267; 5,728,741; 5,855,981; 5,914,353; 6,406,574
- The use of chair pads under roller caster chairs may be required in order to maintain full limited warranty coverage. Please refer to the applicable limited warranty verbiage for specific requirements. In all cases, chair pads are recommended for optimum textural performance. Absent the use of chair pads, more intensive maintenance will be required for areas in direct contact with chair caster traffic, and some degree of appearance change is to be expected.

IMPERIAL	METRIC	TEST METHOD
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Warranty: Lifetime limited warranty against excessive surface wear, static, delamination, edge ravel, zippering & backing resiliency loss.

ER3® Modular

Total Minimum Recycled Content	54.3%	Pre-Consumer: 37.9%	Postconsumer: 16.4%	SCS Certified total 45-65%
Third Party Certification NSF-140	Platinum			SCS Certified
Product Size	24" x 24" Tile (18" x 18" and 36" x 36" also available)			
Secondary Backing	100% Recycled Content with Tru Bloc (Barrier System)			
Intermediate Layer	Fiberglass Reinforced Sealant			
Product Construction	No Delamination per ASTM D-3936			
Secondary Backing Density	65	lbs/cu ft	1041	kg/cu m
Secondary Backing Thickness	0.087	inch	2.2	mm
Total Weight with RS / Non-RS	128.5	126.9	oz/sq yd +/-5%	4358 4303 g/sq m
CRI Green Label Plus Certification	GLP1366			

ethos® Modular

Total Minimum Recycled Content	36.3%	Pre-Consumer: 0.0%	Postconsumer: 36.3%	SCS Certified total 27-52%
Third Party Certification NSF-140	Platinum			SCS Certified
Product Size	24" x 24" Tile (18" x 18" and 36" x 36" also available)			
Secondary Backing	50% Recycled Content			
Intermediate Layer	Fiberglass Reinforced Sealant			
Product Construction	No Delamination per ASTM D-3936			
Secondary Backing Density	65.0	lbs/cu ft	1041	kg/cu m
Secondary Backing Thickness	0.050	inch	1.3	mm
Total Weight	95.2	oz/sq yd +/-5%	3228.6	g/sq m
CRI Green Label Plus Certification	GLP8320			

Flex-Aire® Cushion Modular

Total Minimum Recycled Content	26.0%	Pre-Consumer: 19.5%	Postconsumer: 6.5%	SCS Certified total 21-38%
Third Party Certification NSF-140	Gold			SCS Certified
Product Size	24" x 24" Tile (18" x 18" and 36" x 36" also available)			
Secondary Backing	Fiberglass Reinforced Composite Closed Cell Cushion			
Intermediate Layer	Fiberglass Reinforced Sealant			
Product Construction	No Delamination per ASTM D-3936			
Cushion Weight	35.5	oz/sq yd	1203	g/sq m ASTM D-3574
Cushion Density	18.5	lbs/cu ft	296	kg/cu m ASTM D-3574
Cushion Thickness	0.156	inch	4.0	mm ASTM D-3574
Total Weight with RS / Non-RS	117.1	115.7	oz/sq yd +/-5%	3971 3924 g/sq m
Compression Set	Max. 10%			ASTM D-3574
Compression Deflection	5 Min.	25 max lbs/sq inch @ 25%	352	1758 g/sq cm ASTM D-3574
CRI Green Label Plus Certification	GLP6558			

Powerbond® (VCTT Sheet Flooring)

IMPERIAL	METRIC	TEST METHOD
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Warranty: Lifetime limited warranty against excessive surface wear, static, delamination, edge ravel, zippering & backing resiliency loss.

Powerbond ethos® Cushion

Total Minimum Recycled Content	49.6%	Pre-Consumer: 0%	Postconsumer: 49.6%	SCS Certified total 42-68%
Third Party Certification NSF-140	Platinum			SCS Certified
Product Size	6 ft.		1.8 m	
Cushion	76% Recycled Content Closed Cell Cushion			
Heterogeneous Construction	No Delamination per ASTM D-3936			
Cushion Density	32 lbs/cu ft		513 kg/cu m	ASTM D-3574
Cushion Thickness	0.100 inch		2.5 mm	ASTM D-3574
Total Weight with RS / Non-RS	89.0 86.6 oz/sq yd +/-5%	3018	2937 g/sq m	
Compression Set	Max. 10%			ASTM D-3574
Compression Deflection	29 lbs/sq inch @ 25%	2039	g/sq cm	ASTM D-3574
CRI Green Label Plus Certification	GLP8320			

Powerbond Cushion

Total Minimum Recycled Content	9.6%	Pre-Consumer: 0%	Postconsumer: 9.6%	SCS Certified total 7-28%
Third Party Certification NSF-140	Gold			SCS Certified
Product Size	6 ft.		1.8 m	
Cushion	Closed Cell Cushion			
Heterogeneous Construction	No Delamination per ASTM D-3936			
Cushion Weight	35.5 oz/sq yd		1203 g/sq m	ASTM D-3574
Cushion Density	18.5 lbs/cu ft		296 kg/cu m	ASTM D-3574
Cushion Thickness	0.156 inch		4.0 mm	ASTM D-3574
Total Weight with RS / Non-RS	79.0 76.7 oz/sq yd +/-5%	2679	2601 g/sq m	
Compression Set	Max. 10%			ASTM D-3574
Compression Deflection	7 Min. 25 max lbs/sq inch @ 25%	492	1758 g/sq cm	ASTM D-3574
CRI Green Label Plus Certification	GLP9744			

Powerbond Medfloor®

Total Minimum Recycled Content	9.8%	Pre-Consumer: 0%	Postconsumer: 9.8%	SCS Certified total 7-28%
Product Size	6 ft.		1.8 m	
Cushion	Medfloor			
Heterogeneous Construction	No Delamination per ASTM D-3936			
Cushion Weight	37 oz/sq yd		1254 g/sq m	ASTM D-3574
Cushion Density	36 lbs/cu ft		577 kg/cu m	ASTM D-3574
Cushion Thickness	0.085 inch		2.2 mm	ASTM D-3574
Total Weight with RS / Non-RS	80.9 78.2 oz/sq yd +/-5%	2744	2652 g/sq m	
Compression Set	Max. 10%			ASTM D-3574
Compression Deflection	29 lbs/sq inch @ 25%	2039	g/sq cm	ASTM D-3574
CRI Green Label Plus Certification	GLP9744			

Face Construction	Imperial	Metric
Construction	Accuweave® Patterned Loop	
Face Weight	24 oz/sq yd	813.6 g/sq m
Gauge	1/12	47.2 rows/10 cm
Stitches per Inch	8.0	31.5 pu/10 cm
Tuft Density	96.0 tufts/sq in	14.9 tufts/sq cm
Pile Height Average	0.187 inch	4.7 mm
Pile Thickness	0.115 inch	2.9 mm
Density Factor	7,513 oz/cu yd	278.0 kg/cu m
Fiber System	TDX Nylon	
Dye Method	100% Solution Dyed	
Soil/Stain Protection	Ensure	15.8 Kilotex
Primary Tufting Substrate	Synthetic Non-Woven	
Pattern Match	Not Required	

Third Party Environmental Certifications

Product		Recycled Content*		NSF 140
		Overall	Postconsumer	SCS Certified
Certified	ER3® Modular	45-65%	20%	Platinum
Certified	ethos® Modular	27-52%	27%	Platinum
Certified	Powerbond® Cushion	7-28%	7%	Gold
Certified	Flex-Aire® Cushion Modular	21-38%	5%	Gold
Certified	Powerbond® Medfloor®	7-28%	7%	

*Minimum recycled content certified by Scientific Certification Systems (SCS) and varies by product style.

Product Testing/Information

Antimicrobial Chemicals	No antimicrobials (EPA Registered pesticides) added to product (ASTM E2471-05)
Electrostatic Propensity	1.5 kV (AATCC 134); Permanent Conductive Fiber
Surface Flammability	Passes CPSC FF 1-70 (ASTM D-2859)
Flooring Radiant Panel	Class 1 (mean average CRF: 0.45 w/sq cm or higher) (ASTM E-648)
Smoke Generation	Less than 450 (ASTM E-662)
Colorfastness to Light	≥ 4 after 100 hours (AATCC 16E)
Fluorine	Minimum 500 ppm (CRI TM-102)
	After two cleanings per AATCC 171: Minimum 400 ppm (CRI TM-102)

Installation Methods

Wet Spread	Backing specific Tandus Adhesives
Installation Method	Monolithic, Random

Product Notes

- Specifications are subject to nominal manufacturing variances. Material supply and/or manufacturing processes may necessitate changes without notice. Colors may vary slightly from dye lot to dye lot.
- U.S. Patent numbers: 4,849,297; 4,849,267; 5,728,741; 5,855,981; 5,914,353; 6,406,574

	IMPERIAL		METRIC		TEST METHOD
ER3® Modular					
Total Minimum Recycled Content	51.9%	Pre-Consumer: 36.2%	Postconsumer: 15.7%		SCS Certified total 45-65%
Third Party Certification NSF-140	Platinum				SCS Certified
Product Size	24" x 24" Tile (18" x 18" and 36" x 36" also available)				
Secondary Backing	100% Recycled Content with Tru Bloc (Barrier System)				
Intermediate Layer	Fiberglass Reinforced Sealant				
Product Construction	No Delamination per ASTM D-3936				
Secondary Backing Density	65	lbs/cu ft	1041	kg/cu m	
Secondary Backing Thickness	0.087	inch	2.2	mm	
Total Weight with RS / Non-RS	134.5	132.9	oz/sq yd +/-5%	4561	4507 g/sq m
CRI Green Label Plus Certification	GLP1366				
ethos® Modular					
Total Minimum Recycled Content	34.2%	Pre-Consumer: 0.0%	Postconsumer: 34.2%		SCS Certified total 27-52%
Third Party Certification NSF-140	Platinum				SCS Certified
Product Size	24" x 24" Tile (18" x 18" and 36" x 36" also available)				
Secondary Backing	50% Recycled Content				
Intermediate Layer	Fiberglass Reinforced Sealant				
Product Construction	No Delamination per ASTM D-3936				
Secondary Backing Density	65.0	lbs/cu ft	1041	kg/cu m	
Secondary Backing Thickness	0.050	inch	1.3	mm	
Total Weight	101.2		oz/sq yd +/-5%	3432	g/sq m
CRI Green Label Plus Certification	GLP8320				

Powerbond® (VCTT Sheet Flooring)

IMPERIAL	METRIC	TEST METHOD
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Warranty: Lifetime limited warranty against excessive surface wear, static, delamination, edge ravel, zippering & backing resiliency loss.

Powerbond ethos® Cushion

Total Minimum Recycled Content	46.5%	Pre-Consumer: 0%	Postconsumer: 46.5%	SCS Certified total 42-68%
Third Party Certification NSF-140	Platinum			SCS Certified
Product Size	6 ft.		1.8 m	
Cushion	76% Recycled Content Closed Cell Cushion			
Heterogeneous Construction	No Delamination per ASTM D-3936			
Cushion Density	32 lbs/cu ft		513 kg/cu m	ASTM D-3574
Cushion Thickness	0.100 inch		2.5 mm	ASTM D-3574
Total Weight with RS / Non-RS	95.0 92.6 oz/sq yd +/-5%	3222	3140 g/sq m	
Compression Set	Max. 10%			ASTM D-3574
Compression Deflection	29 lbs/sq inch @ 25%	2039	g/sq cm	ASTM D-3574
CRI Green Label Plus Certification	GLP8320			

Powerbond Cushion

Total Minimum Recycled Content	8.9%	Pre-Consumer: 0%	Postconsumer: 8.9%	SCS Certified total 7-28%
Third Party Certification NSF-140	Gold			SCS Certified
Product Size	6 ft.		1.8 m	
Cushion	Closed Cell Cushion			
Heterogeneous Construction	No Delamination per ASTM D-3936			
Cushion Weight	35.5 oz/sq yd		1203 g/sq m	ASTM D-3574
Cushion Density	18.5 lbs/cu ft		296 kg/cu m	ASTM D-3574
Cushion Thickness	0.156 inch		4.0 mm	ASTM D-3574
Total Weight with RS / Non-RS	85.0 82.7 oz/sq yd +/-5%	2883	2805 g/sq m	
Compression Set	Max. 10%			ASTM D-3574
Compression Deflection	7 Min. 25 max lbs/sq inch @ 25%	492	1758 g/sq cm	ASTM D-3574
CRI Green Label Plus Certification	GLP9744			

Powerbond Medfloor®

Total Minimum Recycled Content	9.1%	Pre-Consumer: 0%	Postconsumer: 9.1%	SCS Certified total 7-28%
Product Size	6 ft.		1.8 m	
Cushion	Medfloor			
Heterogeneous Construction	No Delamination per ASTM D-3936			
Cushion Weight	37 oz/sq yd		1254 g/sq m	ASTM D-3574
Cushion Density	36 lbs/cu ft		577 kg/cu m	ASTM D-3574
Cushion Thickness	0.085 inch		2.2 mm	ASTM D-3574
Total Weight with RS / Non-RS	86.9 84.2 oz/sq yd +/-5%	2947	2856 g/sq m	
Compression Set	Max. 10%			ASTM D-3574
Compression Deflection	29 lbs/sq inch @ 25%	2039	g/sq cm	ASTM D-3574
CRI Green Label Plus Certification	GLP9744			

Standard EXCELON®

Imperial® Texture • Imperial Texture Rave® • MultiColor™

Vinyl Composition Tile (VCT)



COMMERCIAL FLOORING

Market-leading performance, quality and durability in VCT products all from Armstrong, the industry leader in VCT for decades. Composed of 85% North American limestone and manufactured in three US locations, Armstrong® Imperial Texture is a responsible choice. Rave provides bold, eye-catching colors while MultiColor offers three base colors with four accent colors that coordinate with Imperial Texture. All three products are true through-pattern construction.

PRODUCT INFORMATION				
Construction		Vinyl Composition Tile		
Product Line		Imperial Texture, Imperial Texture Rave, MultiColor		
International Product Specifications		ASTM F 1066 Class 2 – Through Pattern, ISO 10595, Type II		
Overall Thickness		1/8 in. (3.2 mm); 3/32 in. (2.4 mm) – Imperial Texture only		
Wear Layer Thickness		1/8 in. (3.2 mm); 3/32 in. (2.4 mm) – Imperial Texture only		
Finish		Fast Start Factory Finish		
Installation		Full Spread Adhesives –S-515 High-Moisture, S-525 High-Moisture, S-700 Thin Spread, S-750 Premium		
Maintenance Options		Polish		
PACKAGING				
Tile Sizes		12 in. x 12 in. (305 mm x 305 mm)		
Tiles Per Carton		45 – 45 sq. ft.		
Shipping Weight		63 lbs. (28.6 kg) per carton		
PERFORMANCE		TEST METHOD	MINIMUM REQUIREMENT	PERFORMANCE VS. REQUIREMENT
ASTM F 1066	Thickness	ASTM F 386	Nominal ± 0.005 in.	Meets
	Size	ASTM F 2055	± 0.016 in. per linear foot	Exceeds
	Squareness	ASTM F 2055	0.010 in. max	Exceeds
	Indentation – One Minute	ASTM F 1914	≥ 0.006 in. to ≤0.015 in.	Meets
	Indentation at 115° F	ASTM F 1914	< 0.032 in.	Exceeds
	Impact	ASTM F 1265	No cracks beyond limit	Exceeds
	Deflection	ASTM F 1304	1.0 in. minimum	Exceeds
	Dimensional Stability	ASTM F 2199	≤ 0.024 in. per linear foot	Exceeds
	Chemical Resistance	ASTM F 925	No more than slight change in surface dulling, attack or staining	Meets or Exceeds
	Resistance to Heat	ASTM F 1514	ΔE ≤ 8	Exceeds
Supplementary	Static Load Limit	ASTM F 970	≤ 0.005 in.	125 psi
	Fire Test Data – Flame Spread	ASTM E 648	0.45 watt/cm² or more Class I	Meets
	Fire Test Data – Smoke Evolution	ASTM E 662	450 or less	Meets
	Regional Materials	LEED® MR5.0	Meets Guidelines	Meets
	Recycled Content	LEED MR4.0	Meets Guidelines	Meets
	Certified Low Emitting Product	LEED EQ4.3	Meets Guidelines	Meets
	Certified Low Emitting Adhesive	LEED EQ4.1	Meets Guidelines	Meets
	Indoor Air Quality	FloorScore™	Meets Certification Guidelines	Certified
	Indoor Air Quality	CHPS 01350	Meets Certification Guidelines	Certified
	NSF/ANSI 332	Sustainability Assessment	Meets Certification Guidelines	Gold Level Certified
WARRANTY				
5-Year Commercial Warranty when installed in accordance with Armstrong's Guaranteed Installation Systems manual, F-5061.				
LINKS				
Installation Instructions – www.armstrong.com/pdbupimages/200839.pdf				
Maintenance Information – www.armstrong.com/pdbupimages/197969.pdf				
View the full line – www.armstrong.com/commflooringna/products/vct				
Email Techline – www.armstrong.com/commflooringna/contact_techline.jsp				

Standard EXCELON®

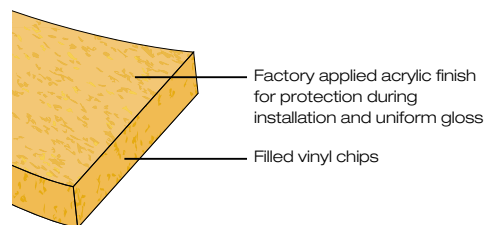
Imperial® Texture • Imperial Texture Rave® • MultiColor™
Vinyl Composition Tile (VCT)



Sustainability Facts

Serving	As Served
Imperial Texture	
Certified to meet LEED® EQ Credit: Low Emitting Interiors	✓
Pre-Consumer Recycled Content	18%
Regional Materials*	Kankakee, IL Southgate, CA Jackson, MS
Adhesives	
Certified to meet LEED® EQ Credit: Low Emitting Interiors	✓
FloorScore™ Certified to CDPH Standard Method V1.1-2010	✓
Collaborative for High Performance Schools	
CHPS-IEQ2.2 & LABS-21 IEQ4.3	✓
U.S. Green Building Council Member	✓
Canada Green Building Council Member	✓
NSF/ANSI 332 Gold Level Certified	✓

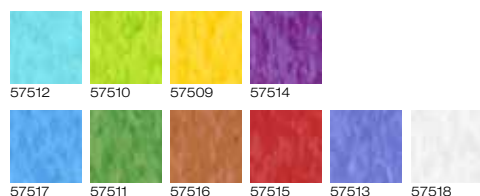
*Depends on project location



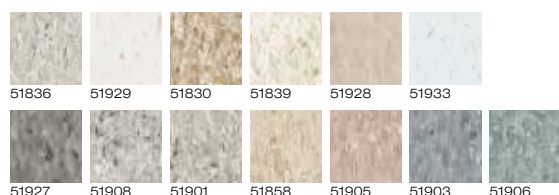
Imperial Texture



Imperial Texture Rave



Imperial Texture Classics



MultiColor



I – PRODUCT NAME

Versa Quartz

II – MANUFACTURER

Procedo Flooring
1401 East 6th Street
Tuscumbia, Alabama 35674
Phone: 866-955-8291
Fax: 419-436-4302
Website: www.procedoflooring.com

III – PRODUCT DESCRIPTION

Versa Quartz provides the durability and ease of maintenance the commercial flooring market demands. Made in the U.S.A. from natural materials, Versa Quartz combines creative esthetics with unmatched performance to provide a solution for any of your flooring needs.

Product is available in 12" x 12", 12" x 24" & 24" x 24" tiles with a smooth texture in .100" (2.5 mm) thickness.

IV – TECHNICAL DATA

ASTM F 1066, Vinyl Composition Tile – Meets or Exceeds All Requirements
ASTM E 648, Critical Radiant Flux – > 1.08 W/cm²
ASTM E 662, Smoke Density – < 450
ASTM E 2240, Hardness – > 65, Shore D
ASTM D 2047, Slip Resistance – ADA Compliant
ASTM F 925, Chemical Resistance – Excellent
ASTM F 970, Modified Static Load – 3500 PSI
ASTM F 510, Abrasion Resistance – Excellent

V – PRODUCT LIMITATIONS

Do not install Versa Quartz in commercial kitchens or outdoors.

VI – INSTALLATION

Concrete subfloors should be dry, clean, smooth, level and structurally sound. Subfloors must be free of dust, oil, solvent, paint, wax, oil, grease, asphalt, sealers, curing and hardening compounds, alkaline salts, old adhesives, residue and other extraneous materials according to ASTM F 710.

Perform proper moisture testing prior to installation to determine moisture level. Refer to the adhesive information for the appropriate levels for the required adhesives. Use the ASTM F 2170 Relative Humidity method for moisture testing. If a moisture barrier is

needed, contact Technical Services for the appropriate material for use.

Deliver all materials to the installation location in original packaging with labels intact. The installation area and any stored materials should be maintained in 65°F to 85°F for at least 48 hours before installation, during installation, and thereafter. Proceed with the installation only when the conditions are proper and correct. Inspect all material for proper type and color. Perform a bond test at least 72 hours prior to the scheduled installation to ensure the surface is suitable.

Use only Procedo recommended adhesives to maintain all applicable warranties.

- Procedo PRO610 Spray Adhesive
- Procedo PRO620 Acrylic Adhesive
- Mapei® Ultrabond® G-21 Two-Part Reactive

Refer to complete product installation documentation for detailed instructions.

VII – PRODUCT MAINTENANCE

Please refer to the Versa Quartz Maintenance documentation for complete detailed procedures

VIII – AVAILABILITY, COST & SAMPLES

Products are available through Procedo Flooring appointed representatives. To locate the nearest representative, contact Customer Service at (866) 955-8291 or by email at support@procedoflooring.com

IX – TECHNICAL ASSISTANCE

Obtain product data, installation instructions or additional Technical Assistance by contacting your Procedo representative or Customer Service at (866) 955-8291 or by email at support@procedoflooring.com

X – LIMITED WARRANTY

Limited One (1) Year Manufacturers Warranty
Limited Fifteen (15) Year Wear Warranty

Refer to www.procedoflooring.com to obtain complete Technical, Installation, Maintenance & Warranty information.



GENERAL PREPARATION AND CONDITIONING

- Read the literature concerning the product description, limitations, installation, maintenance and warranty prior to installation of tile
- Allow all trades to complete work prior to installation of Versa Quartz
- Deliver all materials to the installation location in its original packaging with labels intact
- Remove any plastic stretch wrap and strapping from product after delivery to jobsite
- Do not stack pallets of material to avoid any damage
- Maintain the installation area and tile between 65° F (19° C) and 85° F (30° C) for at least 48 hours before installation, during installation, and after the installation with permanent HVAC Systems in permanently enclosed spaces
- Inspect all material for proper type, color and matching lot numbers if appropriate
- Conduct the proper moisture emission and pH testing on the substrate
- Proceed with the installation only when the conditions are proper and correct
- Turn off radiant-heated flooring systems prior to installation and gradually increase the temperature after 48 hours from installation.

SUBSTRATE PREPARATION AND INSPECTION

- All substrates must be clean, smooth, permanently dry, flat, and structurally sound
- The substrate must be free of moisture, dust, sealers, paint, curing compounds, parting agents, residual adhesives, adhesive removers, hardeners, resinous compounds, solvents, wax, oil, grease, asphalt, gypsum compounds, alkaline salts, excessive carbonation or laitance, mold, mildew, any other extraneous coatings, films, materials and all other foreign matter
- In renovation or remodel work, remove all existing adhesive residue so that 95% of the overall area of the original subfloor/substrate is exposed by mechanical means
- DO NOT use solvent based or citrus based adhesive removers to remove existing adhesive prior to installation
- Follow The Resilient Floor Covering Institute's (RFCI) "Recommended Work Practice for Removal of Existing Floor Covering and Adhesive", and all applicable industry, local, state, and federal standards

Concrete Substrates

- Concrete substrates to receive Versa Quartz shall be prepared in accordance with ASTM F 710, Preparing Concrete Floors to Receive Resilient Flooring
- Concrete substrates on all Grade Levels must be tested in accordance with ASTM F 1869 Standard Test Method for Measuring Moisture Vapor Emission Rate of Concrete Subfloor Using Anhydrous Calcium Chloride or ASTM F 2170 Standard Test Method for Determining Relative Humidity in Concrete Floor Slabs using in situ Probes to quantitatively determine the amount of moisture vapor emission at least one week prior to the installation – ***Procedo recommends ASTM F 2170 Relative Humidity Testing performed using Wagner Rapid RH testing equipment***
- Caution: ASTM F 1869 or ASTM F 2170 tests cannot predict long-term moisture conditions of concrete slabs. Moisture testing only indicates moisture conditions at the time the tests are performed
- Before conducting ASTM F 1869 or ASTM F 2170 test, the installation area must be maintained between for 65° F (19°C) and 85° F (30°C) or at least 48 hours prior to testing, during testing and thereafter; in addition, the concrete's temperature range must also be identical to that of the installation area
- Conduct three tests for the first 1,000 sq. ft. and one additional test for each 1,000 sq. ft. or fraction thereof per grade level (on, below or above grade)
- The Vapor Emission Rate shall not exceed the following levels prior to installation
 - PRO610 Spray Adhesive
 - Wet-Set Adhesive
 - ASTM F 1869, Calcium Chloride, 8.0 lbs
 - ASTM F 2170, Relative Humidity, 90%
 - pH, 11 or less
 - PRO620 Acrylic Adhesive
 - Non-Releasable Pressure Sensitive Adhesive
 - ASTM F 1869, Calcium Chloride, 5.0 lbs
 - ASTM F 2170, Relative Humidity, 85%
 - pH, 9 or less
- DO NOT install flooring if there is hydrostatic pressure
- Every concrete floor slab on-grade or below grade to receive resilient flooring shall have a permanent, effective moisture vapor retarder installed below the slab

Wood Subfloors

- Wood substrates to receive Versa Quartz shall be prepared in accordance with ASTM F 1482, Installation and Preparation of Panel Type Underlayments to Receive Resilient Flooring
- Wood subfloors should be of double layer construction with a minimum thickness of 1"
- Crawl spaces underneath wood subfloors shall be in compliance with local building code ventilation practices and have clearance of at least 18" of cross-ventilated space between the ground level and joists
- Wood joists should be spaced on not more than 16" centers
- Place a moisture retarder; having a maximum rating of 1.0 perm, on the top of the ground under the wood subfloor overlapped at least 8"
- Use an Underlayment Grade plywood, minimum 3/8" thick, with a fully sanded face
- Use an APA approved exterior grade plywood if finished floors are subjected to moisture
- DO NOT use OSB, lauan, maranti, solid-core mahogany, waferboard, particleboard, chipboard, flakeboard, tempered hardboard, glass mesh mortar units or cementitious tile backer boards, sheathing-grade plywood
- Preservative-treated plywood and/or fire-retardant treated plywood are not recommended as some manufacturers may use resins or other adhesives in the manufacturing of the product that may cause discoloration or staining of the flooring
- Wood subfloor movement, flexing or instability will cause the flooring installed to release, buckle or become distorted
- DO NOT use plastic or resin filler to patch cracks
- DO NOT use cement or rosin coated nails/staples, or solvent-based construction adhesive to adhere the plywood
- DO NOT Install on a sleeper system, which is a wood subfloor system constructed over the top of concrete
- Installation directly over Sturd-I-Floor panels is not recommended

Terrazzo and Ceramic Floors

- Follow procedures outlined for Concrete substrates
- Ceramic tile must be solidly adhered and all loose tiles must be removed and repaired or replaced
- Ensure all glazed, sealed, smooth and/or shiny surfaces are properly sanded and cleaned

- Fill all grout lines and other irregularities with a Portland cement-based underlayment with a minimum compressive strength of 3000 PSI
- The subfloor must be structurally sound. Inspect and ensure there is an adequate bond of the old flooring to the original substrate
- Procedo will not warrant the product if there is a bond failure caused by problems relating to the old flooring

Metal Floors

- Metal floors to be used as subfloors/substrates must be thoroughly cleaned of any residue, oil, rust and/or oxidation and properly sanded/grinded to provide a smooth, level, clean substrate to receive the resilient flooring
- Install within 12 hours after sanding/grinding to prevent the metal flooring from re-oxidizing
- Metal subfloor shall be structurally sound
- Deflection of the metal floor can cause a bond failure between the adhesive and the metal substrate

Existing Flooring Products

Versa Quartz can be installed over existing Versa Quartz, VCT, VAT or Solid Vinyl Tiles under the following conditions

- Existing flooring is a single layer of material
- Existing flooring is free of all finishes and/or waxes
- Existing flooring adhesive is fully cured
- Existing flooring is fully bonded to the substrate
- Existing flooring is completely flat
- Existing flooring is skim coated with Portland Cement Based patching compound to fill all voids and/or cracks

DO NOT install Versa Quartz over Epoxy Terrazzo, Rubber, Cork or Asphalt Tiles

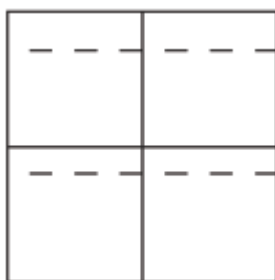
Expansion Joints

DO NOT install Versa Quartz over expansion joints, isolation joints or any other moving joints in concrete. These joints should not be filled with patching compound; these should be covered with a proper expansion joint covering system.

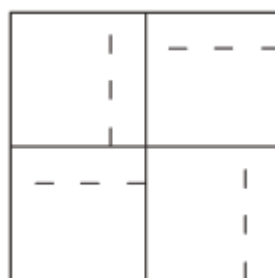
PRODUCT INSTALLATION

- Procedo recommends the use of Procedo labeled or recommended adhesives for the application of Versa Quartz
- If not using one of the listed adhesives it is the responsibility of the installer to ensure a proper adhesive is chosen for installation
- Adhesive related installation issues will be responsibility of the adhesive manufacturer chosen and not the responsibility of Procedo

Versa Quartz tiles feature a visual directional shading effect that can be present due to the unique manufacturing process. There are directional markings on the back of each tile that must be aligned according to one of the two diagrams that follow, depending upon chosen orientation.



Monolithic / Directional Design



Checkerboard / Quarter-Turn Design

- Sweep and/or vacuum the substrate to prepare to receive the adhesive; if using the PRO610 Spray Adhesive, it is recommended to use a damp mop prior to application of adhesive
- Determine layout of room to ensure equal tile sizes around the perimeter of the room
- Square the room using the 3-4-5 squaring rule or similar method to ensure acceptable installation
- Dry lay several tiles to ensure the best layout for the space for installation
- Apply adhesive according to instructions for specific product in use with the proper trowel listed; if using a trowelable adhesive, ensure fresh trowels are employed to maintain proper trowel ridges
- Tiles should be placed into the adhesive while still wet but tacky. This adhesive is not a pressure sensitive adhesive. Allow the valleys of the adhesive to dry clear and then place the tiles
- Lay tiles following the standard point-to-point installation method unless designed otherwise
- Use a pyramid layout when installing tiles to eliminate run-off
- Lay tiles from one box before moving to another, do not mix boxes or pallets if possible
- Roll the tile into the adhesive bed within thirty (30) minutes of installation with a 3-section, 100 Lb roller and then cross roll in a perpendicular direction
- Clean excessive adhesive or adhesive from the surface of the tile with a white cloth with a solution of warm water and a mild detergent

HEAT WELDING AFTER INSTALLATION (If Required)

- Allow adhesive to properly cure prior to heat welding
- Protect all seams from dirt, topical moisture and cleaning of any kind
- Groove the material with an electric grooving machine with the blade set to cut the groove approximately 2/3rds of the total thickness of the tile or .066". During the grooving process, ensure approximately 50% of material is equally removed from each side of the adjoining pieces. Practice on a piece of scrap tile to obtain the proper depth and location
- It may be necessary to hand groove some of the seams using a hand grooving tool with a narrow blade near the walls or other obstacles
- Maintain all materials prior to and during installation between 65° F (19° C) and 85° F (30° C)

- While grooving, pre-heat the welding gun as recommended by the manufacturer. After the grooving is completed use a hot air welding gun, insert the welding bead through the opening of the 4mm welding tip into the center of the routed groove in the flooring. Practice the welding technique by using a piece of scrap tile to determine the temperature setting of the heat gun and welding speed to achieve a successful bond
- You can see the tile and bead flowing together while welding if the settings are correct. Welding too slowly may char or burn the tile. An excessive welding speed will not allow the bead and tile to reach the proper temperature for a successful bond
- Ensure sufficient downward pressure is applied to fill the groove
- Work with seams in one direction at a time, cut a “V” groove in installed bead at tile intersections, and then complete the procedure in opposite direction
- Allow the welding bead to completely cool and trim the excess bead with a clean, sharp quarter moon spatula knife (or other trimming tool) with an attached clean, trim plate
- After one hour, perform a second trim using only the quarter moon spatula knife (or other trimming tool) to create a smooth, level surface.

If the heat welded seam is trimmed before it is completely cold, and/or, if the seam is first cut with only the quarter moon spatula knife (or other trimming tool) without trim the trim plate, a concave skive can result. This can allow particulate and liquids to pool in the seam. After trimming, carefully glazing the surface of the heat welded seam with the hot air from the gun will smooth out any imperfections.

AFTER INSTALLATION

- Cover newly installed flooring with construction grade paper or protective boards such as masonite to protect flooring from damage by other trades
- DO NOT slide or drag pallets or heavy equipment across the new flooring
- Eliminate foot traffic according to the following adhesive requirements
 - PRO610 Spray Adhesive
 - Foot Traffic – Immediate
 - Rolling Traffic - Immediate
 - Maintenance – 48 Hours
 - PRO620 Acrylic Adhesive
 - Foot Traffic – 12 Hours
 - Rolling Traffic – 48 Hours
 - Maintenance – 72 Hours

FLOOR PROTECTION DEVICES

- When moving in appliances or heavy furniture, it is always wise to protect the floor from scuffing and tears by using something to protect the floor
- Use floor protectors under furniture or fixtures to reduce indentation; as a rule of thumb, the heavier the item the wider the floor protection device needed
- Place walk-off mats at outside entrances manufactured with non-staining backs to prevent discoloration

As with any low maintenance product, Procedo Maxime Rubber Flooring tile requires an ongoing maintenance program to maintain the appearance and functionality of the product. These procedures and the frequency needed will vary according to the environment of installation and the type or exposure of traffic the material sees. As with any maintenance program, please ensure the use of the proper PPE (Personal Protective Equipment) per the MSDS for the cleaning material and that all materials are used according to the label directions. The use of Caution Tape and /or Wet Floor Signs will also prevent slips and falls.

INITIAL MAINTENANCE

- Allow 72 hours after installation for proper curing of the adhesives
- Remove any coverings used to for floor protection after installation prior to cleaning
- Sweep, dust mop and/or vacuum floor to remove any dirt or particulates accumulated on the floor
- Clean the floor with a high quality Neutral pH cleaner such as Spartan Clean by Peroxy, Spartan Green Solutions All Purpose Cleaner, Spartan Damp Mop, Taski Profi or equivalent
- Prepare cleaner according to directions on bottle for a medium duty cleaning
- If using a **Swing Single Disc Scrubber**, apply the cleaning solution to the area and allow the cleaning solution to stand for approximately 10-15 minutes, while not allowing the solution to dry. Scrub the area using 180 - 360 RPM with a soft-bristled scrubbing brush or 3M 4100 White Super Polish Pad while wet, excessive or ground in dirt may require additional scrubblings or the use of a 3M 5100 Red Cleaning Pad
- If using an **Auto Scrubber**, apply the cleaning solution to the area with the Auto Scrubber using Red Cleaner pads and allow the cleaning solution to stand for approximately 10-15 minutes, while not allowing the solution to dry. Scrub a second time and remove the solution
- Wet vacuum or mop up residue
- Rinse with clean, cool water and allow flooring to dry thoroughly before exposing to traffic

- Burnish using a 1500 RPM Burnishing Machine* with a 3M 3100 Aqua Burnishing Pad to improve shine

DAILY MAINTENANCE

- Sweep, dust mop and/or vacuum floor to remove any dirt or particulates accumulated on the floor
- Remove any spills or other large deposits of dirt and / or debris
- Spot clean any stains by mopping Neutral pH cleaner mixed for general cleaning

REGULAR MAINTENANCE

Keep in mind, if the appearance of the flooring becomes unacceptable; this procedure may require completion more frequently to provide acceptable appearances.

- Sweep, dust mop and/or vacuum floor to remove any dirt or particulates accumulated on the floor
- Clean the floor with a high quality Neutral pH cleaner such as Spartan Clean by Peroxy, Spartan Green Solutions All Purpose Cleaner, Spartan Damp Mop or equivalent
- Prepare cleaner according to directions on bottle for a general duty cleaning
- If using a **Swing Single Disc Scrubber**, apply the cleaning solution to the area and allow the cleaning solution to stand for approximately 10-15 minutes, while not allowing the solution to dry. Scrub the area using 180 - 360 RPM with a soft-bristled scrubbing brush or 3M 4100 White Super Polish Pad while wet, excessive or ground in dirt may require additional scrubblings or the use of a 3M 5100 Red Cleaning Pad
- If using an **Auto Scrubber**, scrub the area using Red Cleaner pads. Apply the cleaning solution without removing with one pass; allow to stand for approximately 10-15 minutes, while not allowing the solution to dry. Scrub a second time and remove the solution
- Wet vacuum or mop up residue
- Rinse with clean, cool water and allow flooring to dry thoroughly before exposing to traffic
- Burnish using a 1500 RPM Burnishing Machine* with a 3M 3100 Aqua Burnishing Pad to improve shine

***The use of a 1500 RPM Burnishing Machine will show any irregularities in the substrate, this is not a defect in the flooring. If you do not want to take this chance, burnish using a 360 or 600 RPM Machine with a 3M 4100 White Super Polish Pad instead.**

The use of a highly alkaline, highly acidic or solvent-base cleaners or products will remove color from the flooring or degrade the flooring prematurely. **DO NOT** use sweeping or cleaning agents containing oil or solvents. **DO NOT** allow the solution to work its way beneath the flooring which could result in an adhesive failure. **Caution:** When wet, flooring will become slippery; therefore, use the appropriate warning signs on the floor to eliminate foot or other traffic.

FLOOR PROTECTION DEVICES

- When moving in appliances or heavy furniture, it is always wise to protect the floor from scuffing and tears by using something to protect the floor
- Use floor protectors under furniture or fixtures to reduce indentation; as a rule of thumb, the heavier the item the wider the floor protection device needed
- Place walk-off mats at outside entrances manufactured with non-staining backs to prevent discoloration

COMPANY INFORMATION

Procedo Flooring
1401 East 6th Street
Tuscumbia, Alabama 35674
Phone: 866-955-8291
Fax: 419-436-4302
Email: technical@procedoflooring.com
Website: www.procedoflooring.com



Installation

Review the Roppe Substrate Preparation documentation prior to the installation of the Raised Design Rubber Tile. It is the responsibility of the installation contractor to verify the adequacy of the substrate including porosity and adhesive prior to installation.

Read all literature concerning the product description, product limitations, substrate preparation, adhesive information, adhesive application, product installation procedures and warranty before installation. Deliver all materials to the installation location in its original packaging with labels intact. Inspect all material for proper type and color prior to installation.

Acclimation

Maintain product, adhesive & substrate between 65°F (19°C) and 85°F (30°C) for at least 48 hours before installation, during installation, and after installation to ensure proper product and adhesive functionality. Ensure temperature of the substrate is within this range as well prior to installation. If installing over Radiant Heated Substrates, lower the temperature to 65°F (19°C) and the slowly raise the temperature after installation to a maximum of 85°F (30°C). Proceed with the installation only when the conditions are proper and correct and all other trades have completed their work.

Moisture & pH Limitations of Concrete Slabs

It is always important to determine the moisture & pH level of the concrete slab prior to installation of any Roppe product. Roppe recommends Relative Humidity testing and has listed maximum levels below when tested according to the latest revision of ASTM F 2170. Roppe also recommends testing the pH of the slab and has listed maximum levels below when tested according to the latest revision of ASTM F 710. Levels below 7 and above 10 can adversely affect the performance of the flooring. Roppe recommends the use of Wagner Testing and Recording equipment for these processes.

Approved Adhesives for Installation

Select the appropriate adhesive for your installation, substrate and use. With any adhesive selection ensure that proper moisture and pH testing is performed and results are below limits listed below. A bond test should be performed at least 72 hours prior to the scheduled installation to ensure the substrate is suitable. ***Lug-Back Vantage Design must be installed with 6100 Sports Flooring Adhesive, 7100 Low Viscosity Epoxy Adhesive or 7200 Urethane Epoxy Adhesive.***

- 2100 Spray-Grip Adhesive for Rubber Tile
 - Follow Label Instructions for Porous & Non-Porous Substrates
 - ASTM F 2170-11; Relative Humidity Method, 90%
 - pH, 11 or less
 - Low Peel Strength | High Sheer Strength when cured
 - Heavy Foot Traffic, Light Point & Rolling Loads, Consistent Temperatures, No Topical Moisture
- 3100 Rubber Tile & Tread Adhesive
 - Follow Label Instructions for Porous & Non-Porous Substrates
 - ASTM F 2170-11; Relative Humidity Method, 80%
 - pH, 10 or less
 - Medium/High Peel Strength | Medium Sheer Strength when cured
 - Heavy Foot Traffic, Light/Medium Point & Rolling Loads, Consistent Temperatures, No Topical Moisture
- 6100 Sports Flooring Adhesive
 - Follow Label Instructions for Porous & Non-Porous Substrates
 - ASTM F 2170-11; Relative Humidity Method, 80%
 - pH, 9 or less
 - High Peel Strength | High Sheer Strength when cured
 - Heavy Foot Traffic, Heavy Point & Rolling Loads, Inconsistent & Extreme Temperatures, Topical Moisture

Installation



- 7100 Low Viscosity Epoxy Adhesive
 - Follow Label Instructions for Porous & Non-Porous Substrates
 - ASTM F 2170-11; Relative Humidity Method, 80%
 - pH, 9 or less
 - High Peel Strength | High Sheer Strength when cured
 - Heavy Foot Traffic, Heavy Point & Rolling Loads, Inconsistent & Extreme Temperatures, Topical Moisture
- 7200 Urethane Two-Part Epoxy Adhesive
 - Follow Label Instructions for Porous & Non-Porous Substrates
 - ASTM F 2170-11; Relative Humidity Method, 75%
 - pH, 9 or less
 - High Peel Strength | High Sheer Strength when cured
 - Heavy Foot Traffic, Heavy Point & Rolling Loads, Inconsistent & Extreme Temperatures, Topical Moisture

Tile Installation

- Square the area and determine reference points for installation
- Apply adhesive according to the label directions and allow proper open time
- Whenever possible avoid any seams directly on seams in the substrate and borders less than half of the width of the material
- In large areas, blend material from several boxes to ensure a consistent appearance
- Install products with directional arrows on the back with the arrows pointing in the same direction unless utilizing custom layouts such as quarter-turn, tile may be installed in an ashlar pattern as well
- Do not install over expansion joints
- When laying the flooring, use a kneeling board, or for best results work off of the flooring whenever possible to prevent adhesive displacement
- If the adhesive is bleeding or oozing at the seams, there is too much adhesive or the adhesive is too “wet”, allow the adhesive to flash longer before placing additional tiles
- Immediately remove excessive wet adhesive with a soft, clean cloth dampened with warm soapy water
- Periodically, lift the tiles to check for proper adhesive transfer. There should be adequate adhesive transfer to the back of the tile
- Observe the adhesive to assure that the adhesive has not surpassed the open time and beginning to cure
- Cut borders and other specialty cut tiles to fit snugly, not tightly, against the wall, threshold, transition strip, fixtures, or other obstacles; forcing incorrectly sized tiles into smaller areas will cause buckling of the tile
- Leave approximately 1/8” gap around perimeter of room in case of expansion, ensure gap is no larger than the trim or wall base being applied
- Roll and cross roll each section of tile laid with a 100-pound 3section roller within 15 minutes after installation of the tile section. Adjust rolling times if necessary according to climate conditions. Use a hand roller in areas that cannot be reached with the larger roller. Conduct a visual inspection during the rolling process to assure there has been no shifting of the tiles and that there is no adhesive on the surface of the tile
- Do not wait until completing the entire installation before rolling as the adhesive may have surpassed the open time and cured. Roll and cross roll a second time approximately 30 minutes after the initial rolling.



Installation

After Installation Restrictions

- 2100 Spray-Grip Adhesive for Rubber Tile
 - Heat Welding after 3 hours
 - Immediate Foot Traffic
 - Immediate Rolling Loads
 - Immediate Point Loading
 - Maintenance after 72 hours
- 3100 Rubber Tile & Tread Adhesive
 - Heat Welding after 24 hours
 - Light Foot Traffic after 24 hours
 - Light Rolling Loads after 48 hours
 - Medium Rolling Loads & All Point Loading after 72 hours
 - Maintenance after 72 hours
- 6100 Sports Flooring Adhesive
 - Heat Welding after 24 hours
 - Light Foot Traffic after 24 hours
 - Light Rolling Loads after 48 hours
 - Rolling Loads & All Point Loading after 72 hours
 - Maintenance after 72 hours
- 7100 Low Viscosity Epoxy Adhesive
 - Heat Welding after 24 hours
 - Light Foot Traffic after 24 hours
 - Light Rolling Loads after 48 hours
 - Rolling Loads & All Point Loading after 72 hours
 - Maintenance after 72 hours
- 7200 Urethane Two-Part Epoxy Adhesive
 - Heat Welding after 24 hours
 - Light Foot Traffic after 24 hours
 - Light Rolling Loads after 48 hours
 - Rolling Loads & All Point Loading after 72 hours
 - Maintenance after 72 hours

After Installation Protection of Flooring

- Protect flooring from other trades during the construction process by appropriate means such as Masonite, Ram Board or heavy construction paper
- When moving in appliances or heavy furniture, it is always wise to protect the flooring and accessories from scuffing and tears
- Use appropriate floor protection devices for resilient flooring on all furniture or fixtures
- Roppe recommends all furniture placed on flooring have contact points with a minimum diameter of 1" and contain a smooth Stainless Steel, Teflon or Felt pad for contact
- Roppe recommends all furniture placed on the flooring containing castors to have a minimum of 1" wide flat surfaces at the contact point
- Roppe recommends all rolling chairs have castors designed for resilient flooring that are not damaged. It is also recommended to use a chair pad designed for resilient surfaces
- Dragging or improperly moving furniture or equipment across the surface of the tile can cause permanent damage.
- Place walk-off mats at outside entrances manufactured with non-staining backs to prevent discoloration

If you have any doubt prior to the installation of this product, please do not hesitate to contact our Customer Service or Technical Department.

Roppe Raised Design Rubber Floor Tile

Product Data
Section 9
Resilient Flooring



Architects' Material Specifications

RAISED DESIGN RUBBER FLOOR TILE

All floors shown in the finish schedule or listed in this specification for heavy traffic areas shall be Roppe's _____ (insert design name) RUBBER TILE, manufactured by Roppe Corporation, Fostoria, Ohio. The tile shall be homogeneously constructed of first-quality resilient rubber compound, and shall conform to ASTM F-1344, Class 1. The tile shall be 19-11/16" x 19-11/16" (50cm x 50cm) size, 1/8" (3.175mm) gauge and in the color _____ (insert color) selected.

DIMENSIONS RUBBER TILE

All floors shown in the finish schedule or listed in this specification for heavy traffic areas shall be Roppe's _____ (insert design name) RUBBER TILE, manufactured by Roppe Corporation, Fostoria, Ohio. The tile shall be homogeneously constructed of first-quality resilient rubber compound, and shall conform to ASTM F-1344, Class 1. The tile shall be 19-11/16" x 19-11/16" (50cm x 50cm) size, 1/8" (3.175mm) gauge size, and in the color _____ (insert color) selected.

LUG-BACK RUBBER FLOOR TILE

All floors shown in the finish schedule or listed in this specification for heavy traffic areas shall be Roppe's LUG-BACK RUBBER TILE, manufactured by Roppe Corporation, Fostoria, Ohio. The tile shall be homogeneously constructed of first-quality resilient rubber compound, and shall conform to ASTM F-1344, Class 1. The tile shall be 19-11/16" x 19-11/16" (50cm x 50cm) size, 13/64" (5.16mm) gauge size, and in the color _____ (insert color) selected.

WARNING RUBBER FLOOR TILE

All floors shown in the finish schedule or listed in this specification for heavy traffic areas shall be Roppe's WARNING RUBBER TILE, manufactured by Roppe Corporation, Fostoria, Ohio. The tile shall be homogeneously constructed of first-quality resilient rubber compound, and shall conform to ASTM F-1344, Class 1. The tile shall be 24" x 24" (609.6mm x 609.6mm) size, 1/8" (3.175 mm) gauge size, and in the color _____ (insert color) selected.

7-09





PRODUCT DATA

Procedo PRO620 Acrylic Adhesive

DESCRIPTION

Procedo PRO620 Acrylic Adhesive is a low odor, low VOC, non-flammable adhesive formulated for use with Procedo products. Procedo PRO620 Acrylic Adhesive flashes quickly to a tacky phase and is suitable over porous and non-porous substrates.

COLOR

Off-White

PACKAGING

4-Gallon Plastic Pails

WEIGHT

35 Pounds per Pail

TROWEL SIZE

1/16" x 1/16" x 1/16" Square Notch Trowel



COVERAGE

125 – 180 Square Feet per Gallon

500 – 720 Square Feet per Unit

RECOMMENDED SUBSTRATES

Recommended for properly prepared Concrete and Wood

ADHESIVE WORKING TIME

Flash Time: Approximately 30 – 60 Minutes or until material strings to the finger when touched

Working Time: 2 Hours, protect open adhesive from dust contamination

MOISTURE AND PH REQUIREMENTS

ASTM F 1869; Calcium Chloride, 5.0 lbs

ASTM F 2170; Relative Humidity, 85%

pH; 9 or less

PRODUCTS

Versa Quartz, Victory Sports, Sylvana LVT

CLEAN UP

Remove any adhesive from surface of materials with a soft clean cloth with warm soapy water, while the adhesive is still wet. If adhesive has dried, gently clean the surface with a soft clean cloth with denatured alcohol.

VOC's

0 Grams per Liter of Coating

LIMITATIONS

Maintenance, after 72 Hours

Foot Traffic, 24 Hours

Rolling Loads, 48 Hours

Not for use over existing floor covering or old adhesives

Not for use outdoors

SHELF LIFE

Shelf life is two years when stored at 70° F (21° C) in an unopened container

FREEZE THAW STABILITY

Material is Freeze Thaw Stable up to 5 cycles, If frozen mix well prior to use. Procedo recommends to protect material from freezing

QUALIFICATIONS

CHPS and LEED Compliant

As not all information can be covered within this general guide, please refer to the appropriate Product Data Sheets, Installation and/or Maintenance Instructions for additional detailed information.

Obtain from www.procedoflooring.com, emailing technical@procedoflooring.com, or by contacting Procedo Customer Service.

S-750 Premium Tile Flooring Adhesive



CAUTION S-750 EYE AND SKIN IRRITANT

STIR WELL BEFORE USING.

For use with the following Installation Systems:

- Commercial Vinyl Composition Tile
- Residential Dry Back Vinyl Tile
- Primer for wood and concrete with self-adhering tile

DESCRIPTION:

Type:	Water-based/rubber resin
Color:	Cream
Taggants:	Yes – 50% yellow and 50% orange
Trowel:	S-891 Notched Steel Trowel or S-892 Replaceable Blade Trowel; fine notch (1/32" deep, 1/16" wide, 5/64" apart), U-notch
	To apply as a primer, use a brush or medium-nap roller
Coverage:	275–350 sq. ft. /gallon (26-33 sq. m.)
	Brush or roller (Primer): 350–400 sq. ft./gallon (33-37 sq. m.)
Units:	1 quart (946 mL), 1 gallon (3.78 L) and 4 gallons (15.14 L)
Open Time:	Until dry-to-touch: approximately 30 minutes or more
Working Time:	Up to 6 hours (working times may vary based on job conditions, substrates, temperature, and humidity)
Shelf Life:	1 year, unopened
Freeze/Thaw Stable:	No, keep from freezing
VOC Content:	5 g/L; calculated and reported, SCAQMD 1168
Clean Up:	Wet – clean, white cloth with neutral detergent and water
	Dry – clean, white cloth and mineral spirits
Subfloors:	All grade levels of concrete, existing resilient floors, ceramic, terrazzo, marble, polymeric poured floors, and suspended wood
Advantages:	Can be used over “cutback” adhesive residue
	Moisture and alkali resistant
	Strong, early grab
	AGIS Guarantee
	Nonflammable, ammonia-free and low odor
	Contains low or no organic solvents

SECTION 09650 – Hybrid Resilient Sheet Flooring

PART 1 – GENERAL

1.01 SUMMARY

A. Section Includes

1. Sheet Vinyl Powerbond – VCTT
2. Recycled content
3. Five Year Installation Warranty
4. Life Time Non Pro Rated Manufacturer's Warranty
5. Maintenance Equipment

1.02 SUBMITTALS

- A. Shop Drawings showing the extent of Powerbond, seam direction of Powerbond, and accessories shall be submitted to Architect for approval prior to installation. Check pattern match, if any, for matching during installation and possible waste factors in ordering required amounts. Should also indicate columns, doorways, enclosing walls or partitions, built-in cabinets, and locations where cutouts are required in Powerbond . Copy of approved shop drawings to be available on job site during installation.
- B. Powerbond schedule using same room designations indicated on drawings.
- C. Product Data: Provide data on specified products, describing physical and performance characteristics, sizes, patterns, colors available, and method of installation.
- D. Verification Samples: submit samples illustrating color and pattern for each carpet material specified.
- E. Manufacturer's Installation Instructions: Indicate special procedures and perimeter conditions requiring special attention. Submit Tandus, Powerbond Cushion RS closed cell vinyl cushion backing installation instructions for six-foot roll goods with peel and stick installation adhesive and seaming diagram.
- F. Data: Include maintenance procedures, recommendations for maintenance materials and equipment, and suggested schedule for cleaning.
- G. Manufacturer's Life Time Non Pro Rated Warranty in writing registered with manufacturer.
- H. Five Year Installation Warranty is to be provided in writing by the dealer purchasing and installing Powerbond Cushion RS. The Five Year Installation warranty is to be provided by dealer and the installation company to include Powerbond products being installed and related materials (base) for a period of Five years. The first installation inspection will take place immediately after completion of the installation and again in six months. A written report from Tandus Centiva is to be provided to the School's project manager indicating the condition of all seaming and confirming that installation instructions have been followed. After the first two initial installation inspections have taken place (the first year) with written reports to the school's project manager, yearly inspections will take place by Tandus Centiva for the remaining four years of the installation warranty period with annual written report provided to the School's project manager re report the condition of the Powerbond flooring and if any repairs are needed.
- I. Verification of product Recycled content Certification and product Certification to NSF 140-2007.

1.03 QUALITY ASSURANCE

A. Manufacturer Qualifications

1. Company specializing in manufacturing specified Powerbond with minimum 5 years documented experience. Dealer/Installer must provide a Five Year Written Installation Warranty to owner to cover all installation requirements as request by Manufacturer. (Including Cove or Powerbond Base.)
2. Manufacturer to provide representative to assist in project start-up and to inspect installation while in process and upon completion. Representative will notify designated contact if any installation instructions are not followed.
3. Single Source Responsibility: Obtain each type of Powerbond from one source and by a single manufacturer.

B. Installer Qualifications

1. Flooring contractor must be certified by the Powerbond manufacturer prior to bid. Five Year (5) installation warranty provided by dealer/sub-contractor for flooring installation to owner/end user/public school board.
2. Flooring contractor to be a specialty contractor normally engaged in this type of work and shall have prior 5 year experience in the installation of these types of materials.
3. Flooring contractor will be responsible for proper product installation, including , ph , Etc. floor testing and preparation, as specified by the Powerbond manufacturer. These results will be provided to the owner for review.
4. Flooring contractor to provide Owner a written Five Year installation warranty that guarantees the completed installation to be free from defects in materials and workmanship for a period of **five years** after job completion.

1.04 DELIVERY, STORAGE, & HANDLING

- A. Deliver materials to the site in manufacturer's original packaging listing manufacturer's name, product name, identification number, and related information.
- B. Store in a dry location, between 60 degrees F and 80 degrees F and a relative humidity below 65%. Protect from damage and soiling. **DO NOT STACK POWERBOND - POWERBOND ROLLS ARE TO BE STORED END TO END – DO NOT STACK OR LAY FLAT**
- C. Make stored materials available for inspection by the Owner's representative.
- D. Store materials in area of installation for minimum period of 48 hours prior to installation.

1.05 PROJECT CONDITIONS

- A. Sub-floor preparation is to include all required work to prepare the existing floor for installation of the product as specified in this document and Manufacturer's installation instructions. This includes the purchase of an application of Floor Primer C36-E (new installation) or 56E Primer for renovation projects.
- B. All material used in sub-floor preparation and repair shall be recommended by the manufacturer and shall be chemically and physically compatible with the carpet system being bid. Architect shall verify concrete curing agent for compatibility. (Kuester, Seal Flex or Parabond)
- C. Maintain minimum 65 degrees F ambient temperature and 65% Relative Humidity for 72 hours prior to, during and 48 hours after installation
- D. Do not install Powerbond until space is enclosed and weatherproof, wet-work in space is completed and nominally dry, work above ceilings is complete, and ambient temperature and humidity conditions are and will be continuously maintained at values near those indicated for final occupancy.

1.06 EXTRA MATERIALS

- A. Provide additional 20 yards of Powerbond specified product for "attic stock" to owner in full 6 ft wide roll.

1.07 POWERBOND WARRANTY

- A. Warranty to be sole source responsibility of the Manufacturer. Second source warranties and warranties that involve parties other than the carpet manufacturer is unacceptable.
- B. If the product fails to perform as warranted when properly installed and maintained the affected area will be repaired or replaced at the discretion of the Manufacturer.
- C. Chair Pads are not required for carpet warranty coverage but recommended for optimum textural performance. Absent the use of chair pads, a more intensive maintenance will be required for areas in direct contact with chair caster traffic and some degree of appearance change is to be expected.
- D. Warranty shall not exclude Powerbond product installed on stairs provided it is properly installed and maintained.
- E. Warranty shall be for a specifically defined non-prorated period 25 years min and **the lifetime of the product installed within this school**. More intensive maintenance will be required for product installed on stairs and some degree of appearance change is to be expected.
- F. The non-prorated life time warranty shall specifically warrant against:
 - 1. Excessive Surface Wear: More than 15% loss of pile fiber weight
 - 2. Excessive Static Electricity: More than 3.0 kV per AATCC 134
 - 3. Resiliency Loss of the Backing: More than 10% loss of backing resiliency
 - 4. Delamination

- 5. Edge Ravel
- 6. Zippering

G. Tuft Bind warranty in lieu of edge ravel and zippering is not acceptable.

H. Provide certification and warranty that product is fully recyclable through manufacturer's or aligned partner's currently operational recycling program. Include information regarding the following:

- 1. The recycling process (es) itself (i.e. separation of components, chopping, melting, pelletizing, etc.)
- 2. Portions of the product that will be recycled back into itself

- a. name/type of resulting product
- b. end-use of resulting product
- c. total product recycled content based on total product weight whether resulting product is

recyclable (fully or partially) or non-recyclable

- 3. Portions of the product that will be down-cycled

- a. name/type of resulting product
- b. end-use of resulting product
- c. total product recycled content based on total product weight
- d. whether resulting product is recyclable (fully or partially) or non-recyclable

- 4. Portions of the product that will be land filled and/or incinerated. (NOTE: "Incineration" includes waste-to-energy conversion, extraction of embodied energy; using heat from incineration as a fuel source.)

PART 2 – PRODUCTS

2.01 RECYCLED CONTENT

A. Product must contain a minimum of 7% recycled content by weight. This percentage is calculated by dividing the weight of recycled content in one square yard of finished carpet by the total weight of one square yard of finished carpet, and multiplying by 100. $[(\text{Recycle Content Weight}) / (\text{Total Product Weight}) \times 100]$.

B. Product must contain 7% post-consumer recycled content by weight from recycled post-consumer carpet. This ensures that the carpet is diverted from landfills for the production of the product and that virgin resource use in the product is reduced.

C. Recycled content must be certified by a neutral, independent, third party organization such as Scientific Certification Systems. Product must carry product label certifying overall recycled content (including post-industrial and post-consumer content). Report percentage of post-industrial and post-consumer recycled content as a percentage of total product weight.

2.02 PRODUCT RECYCLABILITY

A. Product must fully comply with the US FTC "Guides for the Use of Environmental Marketing claims" (CFR Title 16 part 260) with respect to advertising, labeling, product inserts, catalogs and sales presentations of all its flooring products submitted and sold.

B. The recyclability of product installed must be the same as that claimed by manufacturer and required by project requirements.

2.03 RECYCLING PROGRAM

A. Manufacturer must have a collection and recovery system for product and a fully established, currently operational recycling program at time of bid per FTC guides Section 260.7 (d).

- 1. Manufacturer must be able to reclaim and recycle 100% of installed vinyl backed carpet back into a flooring

- product at time of bid. Like material as installed must be 100% recycled.
2. Manufacturer must have written guarantee that 100% of the recovered vinyl backed carpet will be recycled and that no portion of the product will be land filled or incinerated (including waste-to-energy).

2.04 NSF 140 Certification

A. Product must be certified at the Gold level to ANSI standard NSF 140, the Sustainable Carpet Assessment Standard (SCAS). Product certification must be conducted by an independent, third party organization such as Scientific Certification Systems. Provide documentation.....

2.05 CUSHION CHARACTERISTICS

- A. Primary Backing: Synthetic Non-Woven
- A. Secondary Backing: Powerbond Closed Cell Cushion
1. Cushion Density (ASTM D-1667): Min. 18.5 lbs/cu ft
2. Compression Set (ASTM D-1667): Max 10%
3. Compression Force Deflection (ASTM D-1667): Minimum 7 lbs/sq inch @ 25%; Maximum 25 lbs/sq inch at 25%.
4. Cushion type: Closed Cell Cushion
5. Cushion thickness: .156 inch thick
6. Product Size: 6-Foot width Roll Goods
7. Moisture Barrier: Impermeable to moisture *and airflow*. *Moisture Penetration by Impact @ 10 psi: No penetration of backing after 10,000 impacts. Provide independent test results. The British Spill Test is NOT an acceptable measurement for moisture barrier.*
8. Seam Method: Chemical weld; molecularly bound seams to be impermeable to moisture *and airflow* Seam Integrity: Moisture Penetration by Impact at SEAMS @ 10 psi; No penetration after 10,000 impacts.
9. R-Value: ASTM C177: 0.84 Hr-ft²-F/Btu or higher
11. Acoustic Requirements: Noise Reduction Coefficient (NRC) .15 minimum
12. Indoor Air Quality: Meet or exceed CRI Green Label Plus for Indoor Air Quality and the Collaborative for High Performance Schools (CHPS) Indoor Air Quality tests
13. Product must not contain pesticides (US EPA Registered Antimicrobials). Installation adhesives are exempt from this section.
- E. Product to be installed with a mill-applied releasable “dry” adhesive system to securely attach product to sub-floor in compliance with ADA guidelines, Section 4.5.3. Free-lay stretch-in or wet adhesive installations NOT allowed.
- F. Product to provide asbestos enclosure properties.
Enclosure means an airtight, impermeable, permanent barrier around ACBM (Asbestos Containing Building Material) to prevent the release of asbestos fibers into the air.
- G. Product provides radon reduction barrier

2.06 PERFORMANCE CHARACTERISTICS

- A. Test reports for the following performance assurance testing to be submitted upon request. Submitted results shall represent average results for production goods of the referenced style.

A. Requirements listed below must be met by all products.

1. Flooring Radiant Panel
ASTM E-648 / NFPA 253: Class 1 (CRF: 0.45 watts/sq cm or greater)
2. Federal Flammability
CPSC FF 1-70: Passes
3. Smoke Density
ASTM E-662 / NFPA 258: ≤ 450 Flaming Mode
4. Electrostatic Propensity
AATCC 134 (Step & Scuff): 3.0 kV or less
5. Static Coefficient of Friction
ASTM C-1028: Passes ADA Guidelines for Accessible Routes (Minimum 0.60)
6. Delamination of Secondary Backing of Pile Floor Coverings
ASTM D-3936: NO DELAMINATION
7. Lightfastness
AATCC 16E: ≥ 4 @ 60 hours yard dyed/4 @ 100 hours solution dyed
8. Vetterman Drum
ASTM D-5417: Minimum 3 @ 22,000 cycles
9. Moisture Barrier
Moisture Penetration by Impact @ 10 psi: No Penetration of backing and seam after 10,000 impacts. The British Spill test is not an acceptable measurement of moisture barrier.
10. TARR – Severe Traffic: 3.5 Minimum
11. *Air Flow Barrier*
Air Permeability of Textile Fabrics: No Air Flow (0.0 ft³/min) through backing and seam
12. *Seam Integrity*
Seam to remain intact after 50,000 cycles per Phillips Chair Test

2.07 MANUFACTURING SPECIFICATIONS

- A. Manufactured by Tandus Centiva
- B. Powerbond Products approved by owner are: Applause III, Color Spectrum
Powerbond Cushion RS .

1. Applause III, Powerbond Cushion RS

- A. Construction: Patterned Loop
- B. Gauge: 1/13
- C. Stitch Per Inch: 8.2
- D. Tuft Density: 104.96 tuft per sq/inch
- E. Pile Height Average: 0.117 inch
- F. Pile Thickness: 0.087 inch
- G. Density Factor (UM44D): 7448 oz/cu yd
- H. Fiber System: Dynex® SD, Dynex BCF Nylon with Static Control & Ensure Soil/Stain Protection
- I. Dye Method: 50 %Solution Dyed – 50 % Yarn Dyed

2. Color Spectrum, Powerbond Cushion RS

- A. Construction: Level Loop
- B. Gauge: 1/13
- C. Stitch per Inch: 8.5
- D. Tuft Density: 108.8 tufts/sq in
- E. Pile Height : 0.117 Inch
- F. Pile Thickness: 0.081 Inch
- G. Density Factor: (UM44D): 8,000 oz/cu yd
- H. Fiber System: Antron Lumena Solution Dye Yarn and Antron Legacy Nylon with Static Control and Ensure Soil/Stain Protection
- I. Dye Method: 60% Solution Dyed/40% Yarn Dyed

2.08 ACCESSORIES

- A. Materials supplied by the Manufacturer for priming, welding the seams, cleaning the seam etc.
- B. Adhesives: Powerbond Floor products to be supplied with a pre-cured, mill-applied dry adhesive system. Wet Set adhesive not allowed. (2.02E).
- C. Base, Powerbond Edge, and Transition Strips: As specified in applicable sections.

PART 3 EXECUTION

3.01 EXAMINATION / PREPARATION

- A. Prepare sub-floor to comply with criteria established in Manufacturer's installation instructions. Use only preparation materials that are acceptable to the Manufacturer. (Use Floor Primer C-36E, new construction, or 56 E Floor Primer as recommended by Tandus Flooring)
 - 1. Remove all deleterious substances from substrate(s) that would interfere with or be harmful to the installation. (*i.e. floor wax*)
 - 2. Remove sub-floor ridges and bumps by sanding the floors. Fill cracks, joints, holes, and other defects with materials recommended by ARDEX.
- B. Verify that sub-floor is smooth and flat within specified tolerances and ready to receive carpet.
- B. Verify that substrate surface is dust-free and free of substances that would impair bonding of product to the floor.
- C. Verify that concrete surfaces are ready for installation by conducting moisture and pH testing. Results must be within limits recommended by Manufacturer.
- D. There will be no exceptions to the provisions stated in the Manufacturer's installation instructions.

3.02 INSTALLATION - GENERAL

- A. Install product in accordance with Manufacturer's installation instructions including moisture testing by dealer.
- B. Verify Powerbond match before cutting to ensure minimal variation between dye lots.

- C. Layout Powerbond and locate seams in accordance with shop drawings.
 - 1. Locate seams in area of least traffic, out of areas of pivoting traffic, *and parallel to main traffic. Minimize cross seams.*
 - 2. Do not locate seams perpendicular through door openings.
 - 3. Align run of pile *in same direction as anticipated traffic and* in same direction on adjacent pieces.
 - 4. Locate change of color or pattern between rooms under door centerline.
 - 5. Provide monolithic color, pattern, and texture match within any one area.
- D. Install Powerbond tight and flat on sub-floor, well fastened at edges, with a uniform appearance.
- E. Double-cut Powerbond seams with accurate pattern match. Make cuts true, and unfrayed.
- F. Chemically weld all seams with manufacturer's provided seam weld as stated in installation instructions.
- G. Roll with appropriate roller for complete contact of Powerbond with mill-applied adhesive to sub-floor.
- H. Trim Powerbond neatly at walls and around interruptions.
- I. Completed Powerbond installation is to be smooth and free of bubbles, puckers, and other defects.

3.03 PROTECTION & CLEANING

- A. Remove seam sealer from floor and wall surfaces without damage.
- B. All rubbish, wrappings, debris, trimmings, etc. to be removed from site and disposed of properly.
- C. Clean and vacuum Powerbond surfaces using a beater brush/bar commercial vacuum.
- D. After each area of Powerbond is installed, the dealer is to protect the Powerbond installation from soiling and damage by other trades by covering installed carpet with Kraft paper – **no plastic covering approved.** Protective covering to be maintained by the dealer against tears rips, etc. during the course of the project and the paper to be removed and the Powerbond vacuumed by the dealer for the final inspection.

3.04 MAINTENANCE EQUIPMENT

Flooring Contractor and or general constructor will schedule an in house maintenance demonstration to be given by the Powerbond manufacturer within 30 days after installation or first phase of projects with end user and school.

Maintenance Package, Standard System is to be purchased as part of their purchase with the Powerbond Flooring. Maintenance Package standard system will be included in their bid to general contractor with no mark up from Invoice and purchased by the flooring contractor from Tandus Centiva delivered to the school for maintenance in service.

END OF SECTION