



The Reno-Sparks Convention & Visitors Authority is soliciting a  
Request for Proposal for  
**Reno-Sparks Convention Center Carpet Installation**

**Bid Number: RFP 2018-07**

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*Released by Robert Chisel, Director of Finance  
(Tuesday, March 27, 2018)*

The Point of Contact is Robert Chisel at (775) 827-7626,  
Fax (775) 827-7678, or e-mail [rchisel@RenoTahoeUSA.com](mailto:rchisel@RenoTahoeUSA.com).

All questions or additional information concerning the RFP document must be submitted to the point of contact. No communication to any other staff or Board Member of the Reno-Sparks Convention & Visitors Authority in regards to this RFP is allowed.

**SUBMISSION DATE AND TIME: Tuesday, April 17, 2018 (2:00pm (PST))**



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## I. INTRODUCTION

The Reno-Sparks Convention and Visitors Authority (“Authority”) is currently accepting sealed responses from qualified Proposers (a “Proposer”) for the provision of services, as set forth in this **Request for Proposal 2018-04**.

The Authority, an independent governmental entity, was established in February 1959 as the Washoe County Fair and Recreation Board. The Authority owns and/or operates the Reno-Sparks Convention Center, Reno Events Center, National Bowling Stadium, Reno-Sparks Livestock Events Center, and Wildcreek Golf Course. The Authority is the operating instrumentality in the Washoe County area for promoting conventions, tourism, and outdoor recreation.

The Authority seeks the services to remove approximately 30,000 square yard of carpet tile, purchase appropriate glue and vinyl base, install approximately 26,600 yards of carpet tile, install approximately 3,350 square yards of broadloom, install 17,000 feet of vinyl base, and make repairs as necessary at the Reno Sparks Convention Center located at 4590 South Virginia Street, Reno, Nevada. The installation needs to work around existing schedules during June and July of 2018.

In all instances, the decision made by the Board of Directors of the Authority will be final. The selected Respondent shall report to, and serve at, the pleasure of the Board of Directors.

## II. SCHEDULE

Request for Proposals Available	<b>Tuesday, March 27, 2018</b>
Optional Pre-bid Meeting	<b>Thursday, April 5, 2018 2:00 PM</b>
Written Questions Due (if any)	<b>Friday, April 6, 2018 5:00 PM</b>
Written Responses to Questions Issued	<b>Wednesday, April 11, 2018</b>
Responses Due	<b>Tuesday, April 17, 2018 2:00 PM</b>
Opening Time	<b>Tuesday, April 17, 2018 2:10 PM</b>

An optional Pre-Bid Meeting will occur on April 5, 2018, 2:00 PM, at the Reno-Sparks Convention Center at 4590 South Virginia Street, Reno, Nevada, bidders should enter from the Virginia Street entrance of the Reno Sparks Convention Center located. During the Pre-Bid Meeting bidders will receive a supervised tour of the Authority Facilities.

Any irregularities or lack of clarity in this RFP should be brought to the attention of the Point of Contact prior to or on the date for Written Questions set forth in this Section for correction or clarification.

Any addenda to this RFP issued will forthwith become an integral part of this RFP. Proposer is required to acknowledge receipt of same by signing and returning the addenda in its



response.



### III. SUBMISSION OF RESPONSE

Proposer will submit its response to this RFP on the letterhead of its company, Proposer establishment, corporation, etc. attached to the original RFP #2018-04 document. Proposer will sign and return the ENTIRE RFP DOCUMENT marked as **ORIGINAL**, with five (5) duplicate copies, together with any addenda.

Responses will be enclosed in a sealed envelope addressed to:

Reno-Sparks Convention and Visitors Authority  
Finance Department  
P.O. Box 837  
Reno, NV 89504-0837

Or delivered to:

Reno-Sparks Convention and Visitors Authority  
Finance Department (located at the Reno Town Mall)  
4001 S. Virginia Street  
Suite G  
Reno, NV 89502

***Response envelope must indicate name and address of Bidder, RFP number, and opening date.***

In order for a response to be considered it will be mandatory that the response be in conformance with the terms and conditions of this RFP.



#### IV. PROPOSER'S CHECKLIST

Proposers are instructed to complete and return the following items in order for their proposals to be complete. Failure to return all the items may result in your proposal being declared "non-responsive."

Proposer Information Requirements		Page	Completed
V.A.	Company Information	7	<input type="checkbox"/>
V.B.	Company Background	8	<input type="checkbox"/>
V.C.	Disclosure of Principles	9	<input type="checkbox"/>
V.D.	Exceptions	110	<input type="checkbox"/>
Proposal Responses Requirements			
X.	Completed Bid Sheet	22	<input type="checkbox"/>
Submission Document Type Requirements			
	One Original Hard Copy		<input type="checkbox"/>
	Five Duplicates		<input type="checkbox"/>
	One master CD/Flash Drive		<input type="checkbox"/>



## V. Proposer Information

The following information must be completed, either typed or printed, and returned with the bid in accordance with the General Conditions contained herein.

### A. Company Information

Company Name:
Contact Name:
Address:
City, State Zip Code:
Telephone Number:
Facsimile Number:
E-Mail:

In compliance with this Request for Qualification and subject to all Terms and Conditions thereof, the undersigned offers and agrees, if Bid is accepted, to furnish any or all of the items or services listed herein at the fees and terms stated. I also acknowledge receipt of 24 pages of this Request for Proposal.

Signature:
Print Name:
Title:
Date:





**B. Company Background**

Has your company ever failed to complete any contracts awarded to it?  
No\_\_\_ Yes\_\_\_ (If yes, please provide details.)

Has your company filed any arbitration request or law suits on contracts awarded within the last five years? No\_\_\_ Yes\_\_\_ (If yes, please provide details.)

Does your company now have any legal suits or arbitration claims pending or outstanding against it or any officers relating to the performance of a public contract? No\_\_\_ Yes\_\_\_ (If yes, please provide details.)

Does your company now employ any officers or principals who were with another Proposer when that company failed to complete a contract within the last five years? No\_\_\_ Yes\_\_\_ (If yes, please provide details.)

Has your company had a contract partially or completely terminated for default (cause) within the past five years? No\_\_\_ Yes\_\_\_ (If yes, please provide details.)

Has your company been found non-responsible on a government bid within the last five years? No\_\_\_ Yes\_\_\_ (If yes, please provide details.)



**C. Disclosure of Principals**

Company Name:
Address:
City, State Zip Code:
Telephone Number:
Federal Tax Id Number:

**Names of Officers or Owners of Concern, Partnership, Etc.**

Individual's Name:
Official Capacity:

Individual's Name:
Official Capacity:

Individual's Name:
Official Capacity:

Individual's Name:
Official Capacity:

Individual's Name:
Official Capacity:

If further space is required, please attach additional sheet(s).



**D. Exceptions**

Does the Proposer take exception to any of the terms and conditions of this RFP and attachment thereto. Yes\_\_\_\_No\_\_\_\_. If yes, please indicate the specific nature of the exception or clarification in the space provided below. Attach additional sheet(s) if necessary.

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## VI. General Terms & Conditions

### A. The bidder agrees that

Proposer has carefully examined the specifications, and all provisions relating to the item(s) to be furnished or the work to be done; understands the meaning, intent, and requirements; and

Proposer will enter into a written Agreement and furnish the item(s) or complete the work in the time specified, and in strict conformity with the Authority of Sparks specifications for the prices quoted.

No communication to any other staff or Board Member of the Authority in regards to this RFP is allowed, except through the designated point of contact, and any such communication initiated by the Proposer may result in a disqualification of the Proposer.

**Note:** Proposer is defined as any individual, partnership, or corporation submitting a bid, proposal, or quotation in response to a request for bid (RFB), request for proposal (RFP), request for information (RFI) or request for qualification (RFQ). A Proposer may also be referred to as a bidder, contractor, supplier or vendor.

The use of the title "Proposer", "Vendor", "Contractor", or "Consultant" within this solicitation document and any resulting Agreement shall be deemed interchangeable and shall refer to the person or entity with whom the Authority is soliciting and/or contracting for the service or product referenced within the bid document.

### B. Addenda

The effect of all addenda to the bid documents shall be considered in the bid, and said addenda shall be made part of the bid documents and shall be returned with them. Before submitting a bid, each Proposer shall ascertain whether or not any addenda have been issued, and failure to acknowledge any such addenda may render the bid invalid and result in its rejection.

All potential Proposers are responsible for monitoring the Authority website regarding the availability of new bid documents or addenda (where applicable). The Authority will not be responsible for the results of any potential failures in automatic notification systems to potential Proposers or plan holders with respect to these documents and will not adjust bid schedules or requirements due to any potential failures of those systems.

### C. Advertisements, Product Endorsements

Authority employees are prohibited from making endorsements, either implied or



direct, of commercial products or services without written approval of the Authority President/CEO.

**D. Annual Appropriation of Funds**

In the event the Authority fails to obligate requisite funds for the ensuing fiscal year(s) for payment of amounts due against an agreement resulting from this Request for Proposal, necessitating cancellation of the Agreement, the successful Proposer(s) shall agree to hold the Authority free from any charge or penalty.

**E. Brand Names**

The herein contained technical information shall in no manner be construed as restrictive as to the manufacturer, process or point of origin. References appearing restrictive shall be deemed inadvertent or employed as a descriptive device to delineate as to the quality, or configuration.

Offers made as an alternate to those specified shall be given consideration in the evaluation process provided said alternatives shall be fully described using brochures, specifications, literature, or any combination thereof, accompanying and deemed an integral portion of the Proposer's response.

The Authority shall solely determine the acceptability of all offerings.

**F. Business License Requirement**

All companies doing business with the Authority are required to obtain and maintain a current business license from the appropriate jurisdiction prior to the commencement of work. Proposer(s) awarded a Agreement resulting from this bid shall be required to obtain a current business license if they do not already possess one.

**G. Compliance**

All material and work performed shall comply with standing Federal, State, and Local Codes and Regulations, including but not limited to Occupational Safety and Health Act, Americans with Disabilities Act, etc.

**H. Confidential Information**

Any information deemed confidential or proprietary should be clearly identified by the Proposer as such. It may then be protected and treated with confidentiality only to the extent permitted by state law. Otherwise the information shall be considered a public record. Information or data submitted with a bid will not be returned.

## **I. Conflict of Interest**

No Authority employee or member of the employee's immediate family, may participate directly or indirectly in the procurement process pertaining to this bid if they:

- Have a financial interest or other personal interest that is incompatible with the proper discharge of their official duties in the public interest or would tend to impair their independence, judgment or action in the performance of their official duties.
- Are negotiating for or have an arrangement concerning prospective employment with Proposer. The Proposer warrants to the best of his knowledge that the submission of the bid will not create such conflict of interest.

## **J. Default of Agreement**

In case of default by the successful Proposer, the Authority may procure the product(s) or service from other sources and hold the Proposer responsible for any excess cost occasioned thereby.

If necessity requires the use of materials or supplies not conforming to the specifications, they may be accepted and payment therefore shall be made at a proper adjustment in price.

Default by the Proposer in any manner including failure or refusal to furnish any product(s) or service at the price and/or the time specified may be considered cause to commence with proceedings against any surety held, or assess a penalty equal to five (5) percent of the total proposal price.

## **K. Disputes**

All disputes under this proposal shall be submitted to binding arbitration in accordance with the procedures of the Commercial Rules of the American Arbitration Association and judgment of the arbitrator shall be binding as a final judgment and shall be entered by a court of competent jurisdiction. Such arbitration shall be conducted in Washoe County, Nevada. The procedures specified herein shall be the sole and exclusive procedure for resolution of disputes arising out of, or relating to this proposal except as otherwise provided in Section X, below, and in any other instances otherwise overseen by the governing law of the State of Nevada.

## **L. Document Ownership**

All technical documents and records originated or prepared pursuant to this



Agreement, including papers, reports, charts, and computer programs, shall be delivered to and become the exclusive property of the Authority and may be copyrighted by the Authority. Proposer assigns all copyrights to Authority by undertaking this agreement.

**M. Document Submittals**

It should be noted that the documents submitted by prospective Proposers are competitive sealed proposals and not competitive sealed bids. When proposals are opened, prices and other information will not be made public until the proposal is awarded. There shall be no disclosure of any Proposer's information to competing Proposers prior to the award of the proposal.

Upon award of the Agreement, the executed Agreement and proposals will become public information. Accordingly, each proposal should be submitted on the vendor's most favorable terms from a price and technical standpoint.

**N. Evaluation And Recommendation, Selection And Agreement**

Authority Staff shall review and may provide a shortlist of two to three responders that it determines to be the most qualified, in the Authority's sole discretion. The Authority will analyze the bids and the award will be made to the lowest, responsive and responsible Proposer whose bid conforms to the solicitation and whose bid is considered to be most advantageous to the Authority, with price and other factors considered. Factors to be considered may include, but are not limited to: Proposer's past performance that best suits the needs of the Authority, total unit cost, economic cost analysis, life cycle costs, warranty and quality, maintenance cost, durability, the operational requirements of the Authority and any other factors which will result in the optimum economic benefit to the Authority. The Evaluation Criteria will be contained in the Scope and Requirements Section.

The Authority staff will request a presentation and interview prior to making a final recommendation to the Authority Board of Directors. Upon review and approval of the recommendation by the Authority Board of Directors, Agreement negotiations will commence with the top ranked finalist.

The Authority reserves the right to reject any or all qualifications, and to waive any informalities or irregularities.

The Authority reserves the right to alter, amend, or modify any provisions of this RFP, or to withdraw this RFP, at any time prior to the award of a Agreement pursuant hereto.

The Authority reserves the right to hold responses for a period of ninety (90) days from the date of opening before awarding or rejecting said responses.



Severability exists with regard to acceptance or rejection of any item, group of items, or section unless the Proposer has stipulated specific limitations.

Once a final selection has been made as described above, the Authority will work with the Proposer on preparing an Agreement (the "Agreement") for execution, which will set forth the terms and scope of the engagement of the selected Proposer, including, but not be limited to, the terms set forth in this RFP. If the Authority and the selected Proposer have not executed a negotiated agreement within fifteen (15) business days after selection by the Authority, the Authority may terminate negotiations with that selected Proposer and may initiate negotiations with an alternative Proposer on the shortlist.

No Agreement may be assigned to any other person or entity.

It will be recommended that the award be made to the Proposer the Authority deems best suited to fulfill the requirements of the project described in this RFP. The Authority reserves the right to select a company based on objective and/or subjective evaluation criteria.

The notification of selection and full execution of the Agreement will be the successful Proposer's authorization to commence services as specified in this RFP.

Upon notification of selection and full execution of the Agreement, the Proposer selected must be duly licensed to conduct business in the State of Nevada, Washoe County and the Authority of Reno or the Authority of Sparks. Proof of certificates, licenses, and permits must be submitted to the Authority Finance Department before work can begin. Cost of all required certificates, licenses, and permits are the responsibility of the Proposer.

**O. Exceptions**

A Proposer deviating from specifications must specify any and all deviation(s). Failure to note said exceptions shall be interpreted to convey that the Proposer shall propose to perform in the manner described and/or specified in this bid solicitation. If exception(s) are taken or alternatives offered, complete descriptions must be shown separately.

**P. Indemnification**

The Proposer hereby agrees to indemnify and to save and hold harmless the Authority and their agents from any and all claims, actions, costs, expenses, (including attorney's fees), liability, damages or payments incurred by reasons of any bodily injury including death or property damage resulting from the Proposer's operations.





**Q. Items Offered**

If the item offered by the Proposer has a trade name, brand and/or catalog number, such shall be stated in the bid. If the Proposer proposes to furnish an item of a manufacturer or vendor other than that mentioned on the face hereof, Proposer must specify maker, brand, quality, catalog number, or other trade designation. Unless such is noted on the bid form, it will be deemed that the item offered is that designated even though the bid may state "or equal".

**R. Late Bids, Modifications, or Withdrawals**

Bids, modifications of bids, or bid withdrawals received after the exact time and date specified for receipt will not be considered.

Within the scope of this proposal, the Authority shall be held harmless in any and all transactions between the Proposer and the other participating governmental entities.

**S. Lawful Performance**

Vendor shall abide by all Federal, State and Local Laws, Ordinances, Regulations, and Statutes as may be related to the performance of duties under this agreement. In addition, all applicable permits and licenses required shall be obtained by the vendor, at vendor's sole expense.

**T. Litigation Warranty**

The Proposer, by bidding, warrants that Proposer is not currently involved in litigation or arbitration concerning the materials or Proposer's performance concerning the same or similar material or service to be supplied pursuant to this Agreement of specification, and that no judgments or awards have been made against Proposer on the basis of Proposer's performance in supplying or installing the same or similar material or service, unless such fact is disclosed to the Authority in the bid. Disclosure may not disqualify the Proposer. The Authority reserves the right to evaluate bids on the basis of the facts surrounding such litigation or arbitration and to require Proposer to furnish the Authority with a surety bond executed by a surety company authorized to do business in the State of Nevada and approved by the Authority in a sum equal to one hundred percent (100%) of the Agreement price conditional on the faithful performance by Proposer of the Agreement in the event the bid is awarded to Proposer, notwithstanding the litigation or arbitration.

**U. Non-Discrimination**

No Proposer providing a service, program or activity to the public on behalf of the Authority shall discriminate against any person because of sex, race, color, creed,



national origin or disability, and shall comply with the Americans with Disability Act and Authority's policies pursuant thereto when providing said service, program or activity.

The Authority is an Affirmative Action/Equal Opportunity Employer. Proposers shall be cognizant of the requirements for compliance with Executive Order 11246, entitled "Equal Employment Opportunity" as amended by Executive Order 11375 and as supplemented in regulations of the U.S. Department of Labor (41 CFR part 60).

**V. Open Meeting Law**

NRS 241 provides that public business will be conducted in open meeting.

**W. Prevailing Wages**

Proposer is responsible for complying with all applicable local, State and Federal wage laws, whether or not specifically cited in this bid document.

Per NRS Sections 338.020 through 338.090, certain projects defined as "public works" require the payment of the prevailing wage as determined by the Labor Commissioner. Generally speaking, projects/contracts for construction of a public work valued at less than \$250,000 are exempt from the prevailing wage requirement (NRS 338.080). Proposer shall be fully aware of the prevailing wage requirements of the State of Nevada as detailed in NRS Chapter 338 and price their bid response accordingly, where applicable. Further information concerning Prevailing Wage rates can be found at: [http://www.laborcommissioner.com/publicworks\\_prevailingwage.html](http://www.laborcommissioner.com/publicworks_prevailingwage.html).

**X. Protests**

**Pre-Opening Protests:** Any protest based upon restrictive specifications or alleged improprieties by the Authority, which are apparent prior to proposed opening including, without limitation, these protest procedures, shall be submitted to the Authority at least seven (7) days prior to the submission opening date. Three (3) copies of any pre-opening protests must be delivered to Reno-Sparks Convention & Visitors Authority, 4001 South Virginia Street, Suite G, Reno, Nevada 89502, Attention: Jeff Jensen. All protests must be in writing to be considered, and shall specify in detail the grounds for the protest and the facts and law supporting the protest. All pre-opening protests will be resolved by the Authority prior to the submission opening. The Authority Finance Department will issue a written decision specifying the grounds for granting or denying the pre-opening protest. If a protest is granted, the proposed opening date may be postponed and an Addendum issued or, at the sole discretions of the Authority, the Authority may cancel the bid. If the protest is denied, submissions will be received and opened on the scheduled opening date in the same manner as if no protest had been filed.

**Appeal by Unsuccessful Proposer:** Any protest from an unsuccessful proposer must be submitted prior to award by the Board as established in NRS 332.068. Proposer must submit a written appeal in accordance with the requirements set forth herein to the Finance Department within five business days from the date of the letter notifying of intent to award.

The appellant must post a bond with the written appeal with good and solvent surety authorized to do business in the State of Nevada in an amount equal to 25% of the value of the contract in order to have their appeal heard by the Board. Any and all bonds are subject to the approval of the Board's Attorney. In the event the appeal is not upheld by the Board, a claim may be made against the bond in an amount equal to the expenses incurred and other monetary losses suffered by the Authority because of the unsuccessful appeal.

The route of appeal is the Director of Finance then the President/CEO, or designee, and must be followed sequentially. No RFP protests will be heard by the Board unless the proposer has followed the appeal process route.

#### **Claims Against Protest Bonds:**

The Authority shall not make a claim upon any bond or other security unless and until the basis of that claim is considered and approved by the Board. The Authority may:

- Claim its regular staff time and costs in processing, considering and/or defending against an award protest.
- Claim any necessary extraordinary staff overtime incurred in processing, considering and/or defending against an award protest.
- Claim the Authority's Attorney time and costs in processing, considering and/or defending against an award protest.
- Claim any resulting fees and costs incurred to any independent contractors, consultants or contracted attorneys utilized in processing, considering and/or defending against an award protest.
- Claim any lost expenditure savings, lost revenue and other consequential financial damages resulting from the protest's automatic stay of the award of a Agreement to a selected solicitation response.
- Claim any lost gifts, lost grants or other lost government or private financial participation resulting from any delay caused by the protest's automatic stay of the award of a Agreement to a selected solicitation response.

#### **Protest Bond Risk Inquiry—Procedure:**

As soon as possible after an award protester has posted a protest bond or other security, the soliciting Authority department or agency shall provide a written non-binding estimate of the basis of potential claims unique to the circumstances of the Agreement award(s) stayed by the protest, without disclosing any bid



information that must remain confidential until an award decision is final. From this estimate, the protester shall be responsible for calculating the risk(s) of proceeding with a protest to a final decision by the Board. A protester may withdraw a protest in writing at any time prior to a decision of the Board, but any withdrawal more than seven (7) calendar days after the issue date of the Authority's estimate of the basis of potential claims shall, upon Board's approval of the claims, be subject to claims against the bond or other security of the withdrawing protestor prior to its return to the protester.

**Y. Signature**

All bids shall be signed and the title and Proposer name indicated. A bid by a corporation shall be signed by an authorized officer, employee or agent with his or her title.

**Z. Submission of Responses**

The Authority assumes no responsibility for errant delivery of responses, including those relegated to a courier agent who fails to deliver in accordance with the submission time/date and address requirements.

The Authority will not be responsible for the premature opening of responses, which are not properly addressed or identified.

The Authority will not accept a response submitted by telephone, telegraphic notice, facsimile, or e-mail.

Proposer will furnish the required information typed or written in ink.

The person signing the response must initial erasures or other changes in ink.

In the space provided, a duly authorized representative of the Proposer will sign this RFP document. (Page #9)

Proposer will proofread its response carefully for errors.

The Authority is not liable for any costs incurred by Proposer prior to entering into the final Agreement. Costs of developing the qualifications or any other such expenses incurred by the Proposer in responding to this RFP, are entirely the responsibility of the Proposer, and shall not be reimbursed in any manner by the Authority.

Response information shall be kept confidential pending subsequent evaluation and negotiation. Response contents shall only be released once the agenda has been posted for award consideration of a Agreement by the Board of Directors.



The Authority reserves the right to negotiate any terms and conditions of responses received prior to acceptance/rejection of said response or Agreement resulting from response.

The Proposer will complete the response in the form and order as outlined in Proposer's Checklist.

**AA. Tax Exemption**

The Authority is a tax exempt public entity and is not generally subject to federal excise, state, or local taxes. The Authority is specifically limited in its payment of sales tax per NRS 372.325. No additional taxes may be added or "passed through" as a result of any agreement.

**BB. Venue**

This agreement shall be governed by and interpreted according to the laws of the State of Nevada, and venue for any proceeding shall be in Washoe County

**CC. Withdrawal of Bids/Proposals**

Bids/Proposals may be withdrawn by written or facsimile notice received prior to the exact hour and date specified for receipt of bid. A bid/proposal may also be withdrawn in person by a Proposer, or Proposer's authorized representative, prior to the exact hour and date set for receipt of bids. Telephone withdrawals are not permitted.



## VII. SCOPE OF WORK

Proposer services shall include, but not be limited to the following:

**Scope:** Removal of existing carpet and installation on new carpet.

**Carpet Tile:** Shaw -Carpet Tile – ColorPoint 30 oz, approximately 26,600 square yards.

**Carpet Broadloom:** Shaw – Broadloom 40 oz, approximately 3,350 square yards.

**Vinyl Base:** Burke 6 inch vinyl base, color selected by the Authority.

Vendor shall provide all labor, equipment and materials needed to remove and dispose of existing carpeting, as well as final cleaning of area and removal of construction related materials and debris.

Vendor shall provide all labor, equipment and materials needed for installation of roughly 27,000 square yards of Shaw Carpet Tile and 3,3000 square yards for Shaw Broadloom.

Carpet, adhesive is not supplied by Shaw and needs to be provided by the Installer. Adhesive must be: Shaw 5000 adhesive for the tile and Shaw 1000 for the adhesive for the broadloom. Contact Shanna Anderson/Crest Architectural Resources for Adhesive Prices. (C) 775-470-1401, (EM) [shanna@crestarc.com](mailto:shanna@crestarc.com)

Installation to include all removal of carpet & base, floor preparation, wall repair, transition strips, adhesive, etc. necessary for a complete installation. Installer to also list the number of install personnel intended to be provided to staff this project to achieve the required completion date of 31 July 2018.

Vendor shall schedule installation around Reno-Sparks Convention Center event activity, and will need to occur during the months of June and July 2018, and correspond to the arrival of the replacement carpet.

The Authority will provide a schedule of availability for work areas and days. Work will be required after normal business hours and/or on weekends. Due to the nature of the business, changes to building availability may occur without notice. Vendor must be flexible.

Removal of existing carpet and installation of new carpet must be performed simultaneously unless prior arrangements are made with the facility. Include all concrete floor preparation to accept new carpet products.

Carpet and flooring product should be received by vendor and the Authority will provide space in the Reno-Sparks Convention Center for storage of delivered carpet and supplies.

Vendor to utilize drawings provided by the Authority for installation of carpet. Be advised the carpet tile has a variety of patterns.

This is a fast track project. Please provide adequate labor to complete project as quickly as



possible

The Vendor's employees must check-in and exit the Center at the designated security door only.

The Vendor's truck and other vehicles must have the company name or logo permanently attached and must be parked in authorized areas or spaces only.

The Vendor shall take all precautions necessary and shall bear the sole responsibility for the safety of the Work, and the safety and adequacy of the methods and means it employs in performing Work. Vendor, while on the Center's grounds must also observe any safety requirements imposed by the Authority.

Delays in completion of the Work will cause delay in use by the owner and will cause various losses to the Authority, including revenue. Respondents agree to pay an amount, agreed upon by both parties, for each and every calendar day they are in default in completing the Work.

Installation is required to be completed by 12:00 p.m., July 31, 2018. This is a critical date due to show bookings. The Owner reserves the right to apply a monetary fine of Five Thousand (\$5,000) per day if due to the fault of the installer that the installation is not complete.

## VIII. BID TABULATION

Item	Description	Quantity	Item Cost	Total
1	Removal of Existing Carpet	30,000 Yds		
2	Disposal of Existing Carpet	30,000 Yds		
3	Installation of Carpet Tile 36" X 36" and 18" X 36"	26,600 Yds		
4	Installation of Broadloom Carpet	3,350 Yds		
5	Removal of Existing Vinyl Base	17,000 Ft		
6	Installation of New Vinyl Base	17,000 Ft		
7	Wall repair from removal of Existing Base	17,000 Ft		



## **IX. CARPET INSTALL AREA**

See Attachments as provided by Shaw Contract.



# Shaw Contract



Date March 27, 2018  
 Revision Version 02  
 Project RSCC  
 Location 0  
 Salesperson Allyn Martin

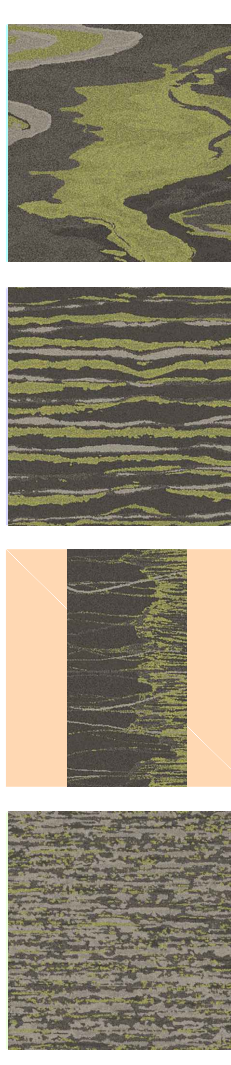
ver 08/22/17

Line #	ID / Spec #	Product Name, Color Name, Product #, Color #	CATEGORY	QTY	UNIT OF MEAS	\$/ UNIT
1	PROD 01	CURRENT TILE 'CUSTOM' - CUSTOM 1-CUSTOM	CARPET TILE	676	Sq Yd	
2	PROD 02	VISCOSITY LIGHT 'CUSTOM' - CUSTOM 2-CUSTOM	CARPET TILE	7,746	Sq Yd	
3	PROD 03	GROW TILE 'CUSTOM' - CUSTOM 3-CUSTOM	CARPET TILE	6,815	Sq Yd	
4	PROD 04	INK WASH TILE 'CUSTOM' - CUSTOM 4-CUSTOM	CARPET TILE	11,350	Sq Yd	
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### Notes & Comments

- 1 Estimate includes 5 % overage
- 2 Field conditions may vary from construction drawings/ autocad files, Therefore we cannot guarantee 100% accuracy in our estimates. Field Verification by an installation professional is always recommended prior to issuance of purchase orders.
- 3 Minimum Quantities may apply; please contact your Customer Service Representative for more information.
- 4 Carpet Tile estimates are based on running line product using Standard Ecoworx backing; all other custom tiles may be in smaller / larger box quantities. Please verify with your customer service representative.





Product 01  
CURRENT TILE 'CUSTOM' -  
CUSTOM 1-CUSTOM  
Repeat: 36"W X 36"L  
BOXED Goods

Product 02  
VISCOSITY LIGHT 'CUSTOM' -  
CUSTOM 2-CUSTOM  
Repeat: 36"W X 36"L  
BOXED Goods

Product 03  
GROW TILE 'CUSTOM' -  
CUSTOM 3-CUSTOM  
Repeat: 18"W X 36"L  
BOXED Goods

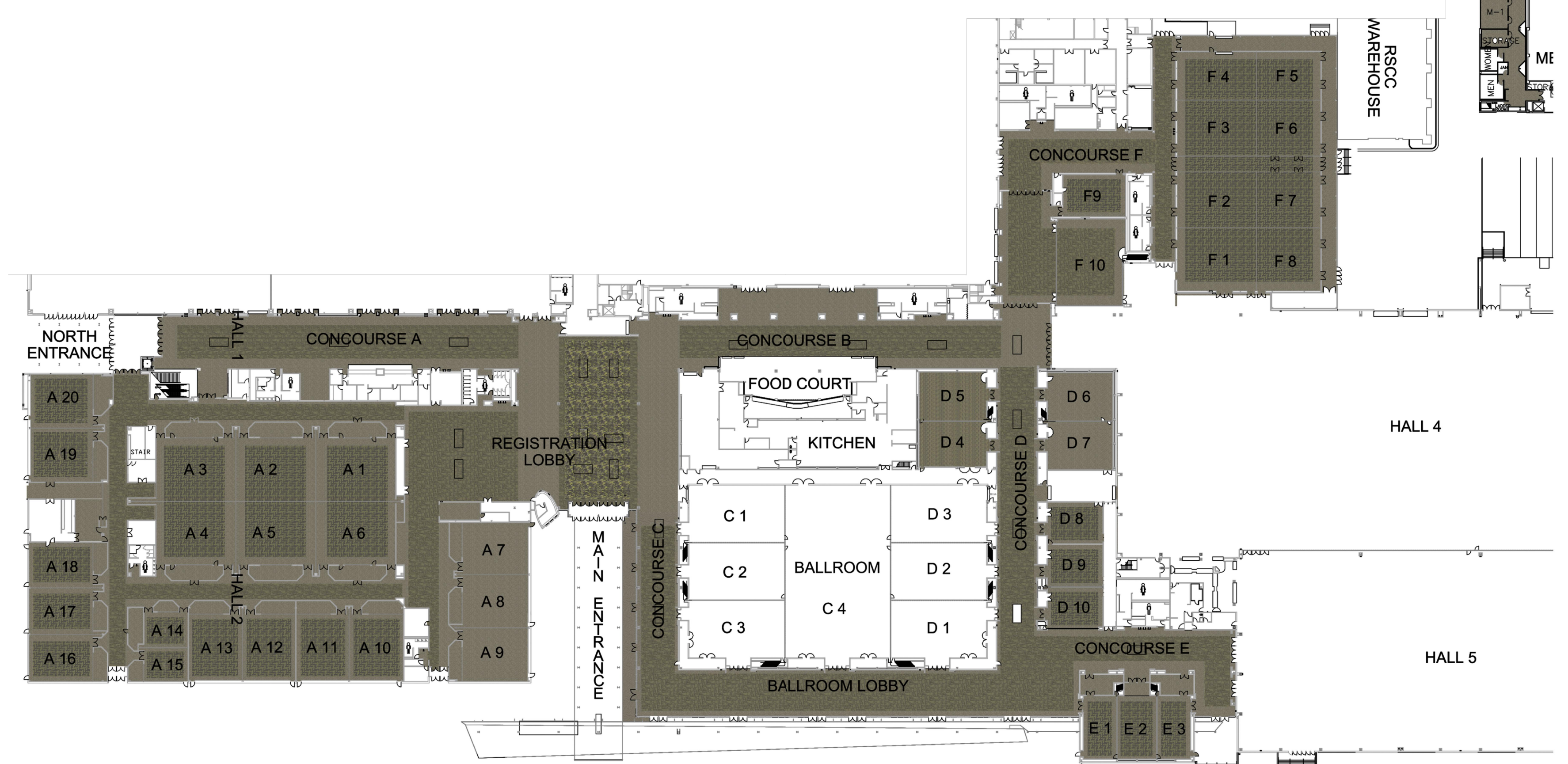
Product 04  
INK WASH TILE 'CUSTOM' -  
CUSTOM 4-CUSTOM  
Repeat: 36"W X 36"L  
BOXED Goods

**Project Pattern Guide**

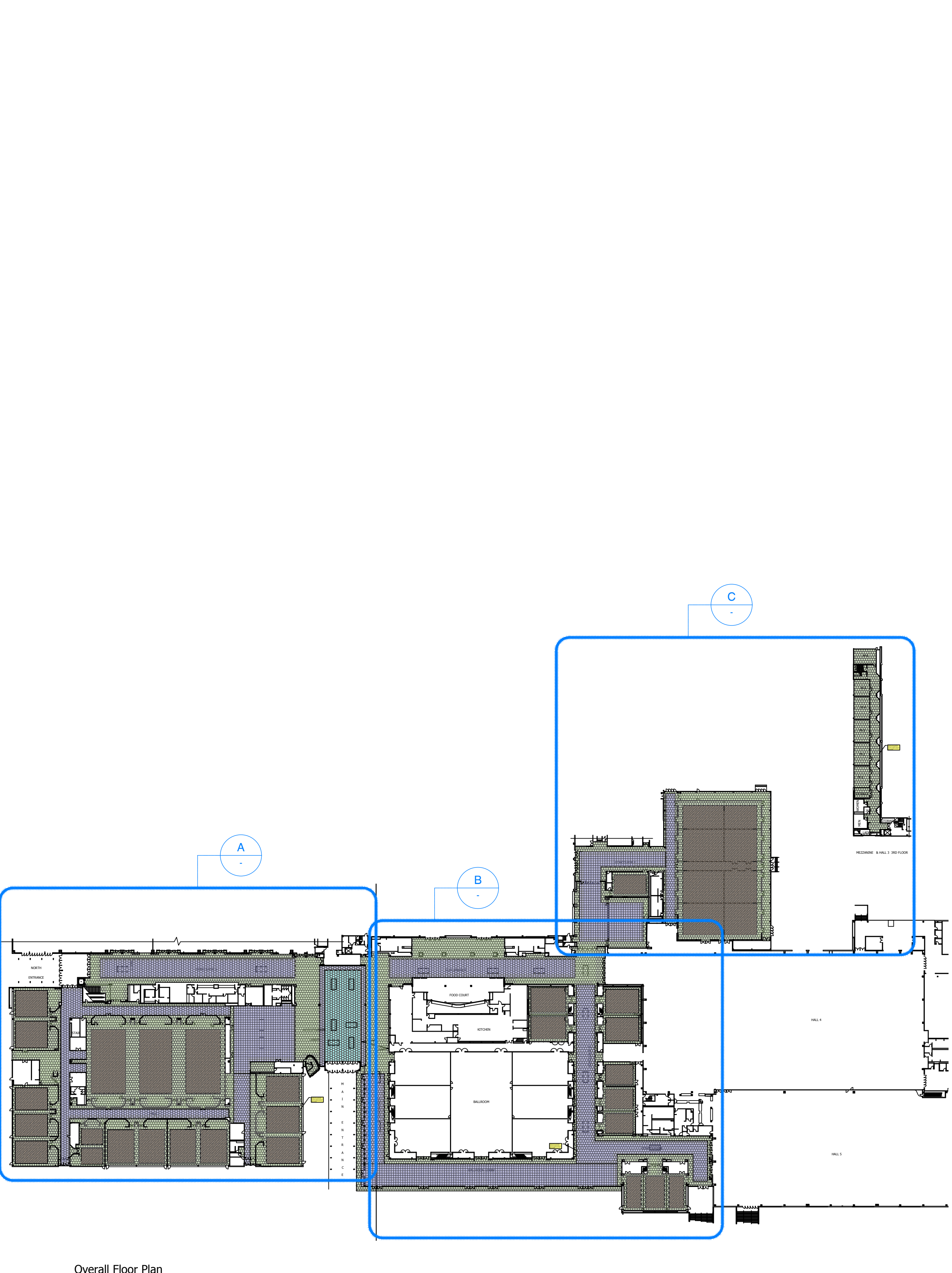
The above images do not represent exact color or proportion, and may show portions or multiples of pattern repeats; refer to physical samples for this information

5% Overage Factor		PROD 01	PROD 02	PROD 03	PROD 04			
PRODUCT IDENTIFICATION	Style Name	CURRENT TILE	VISCOSITY LIGHT	GROW TILE	INK WASH TILE			
	Color Name	CUSTOM	CUSTOM	CUSTOM	CUSTOM			
	Style Number	CUSTOM 1	CUSTOM 2	CUSTOM 3	CUSTOM 4			
	Color Number	CUSTOM	CUSTOM	CUSTOM	CUSTOM			
	Category	CARPET TILE	CARPET TILE	CARPET TILE	CARPET TILE			
AREA ID	Product Type	CPT TILE 36 X 36	CPT TILE 36 X 36	Cpt Tile 18 x 36	CPT TILE 36 X 36			
AREA ID	Floor Plan 1	643	7376	12979	10809			
Total Tiles (L.F. /F. broadloom/ sheet/ base, S.F. /F. adhesives / LVT / pad)		643	7376	12979	10809	0	0	0
total boxes/ rolls/ Pails incl. 5%***		338	3873	1363	5675			
total yds. incl. 5%		676 sq. yd.	7746 sq. yd.	6815 sq. yd.	11350 sq. yd.			
total tiles incl. 5%		678	7746	13630	11350	N/A	N/A	N/A
total s.f. incl. 5%		6084 s.f.	69714 s.f.	61335 s.f.	102150 s.f.	FALSE	FALSE	FALSE
total sq. metres incl. 5%		565 sq. m	6477 sq. m	5698 sq. m	9490 sq. m	N/A	N/A	N/A
Mix Percentage		3.00%	34.43%	12.12%	50.45%			

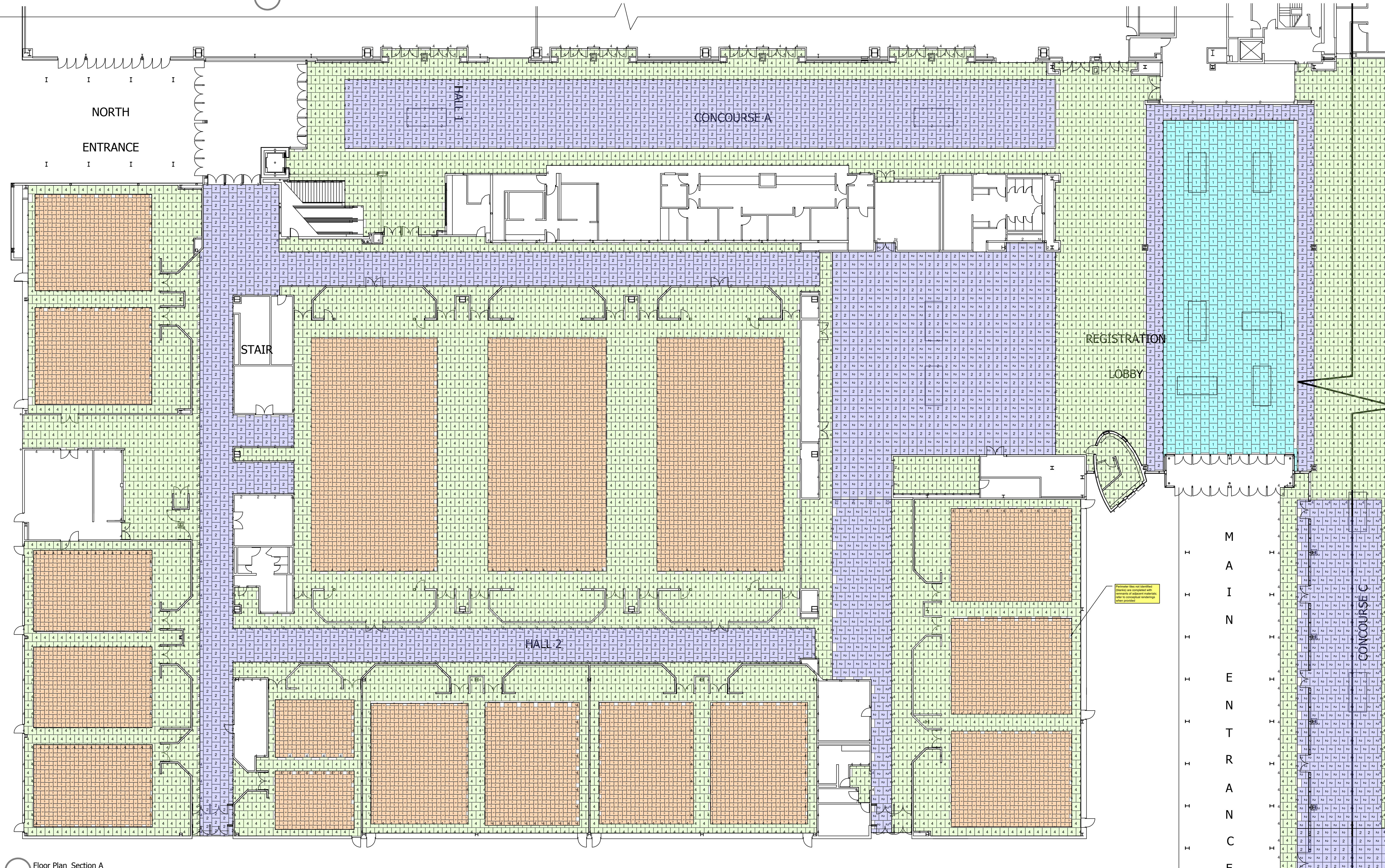
\*\*\*Carpet Tile estimates are based on running line product using Standard Ecoworx backing; all other custom tiles may be in smaller / larger box quantities. Please verify with your customer service representative.



2 Conceptual Rendering



Overall Floor Plan



1 Floor Plan, Section A  
1/16" = 1'-0"

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**RSCC - ----  
Tile Installation Diagram**



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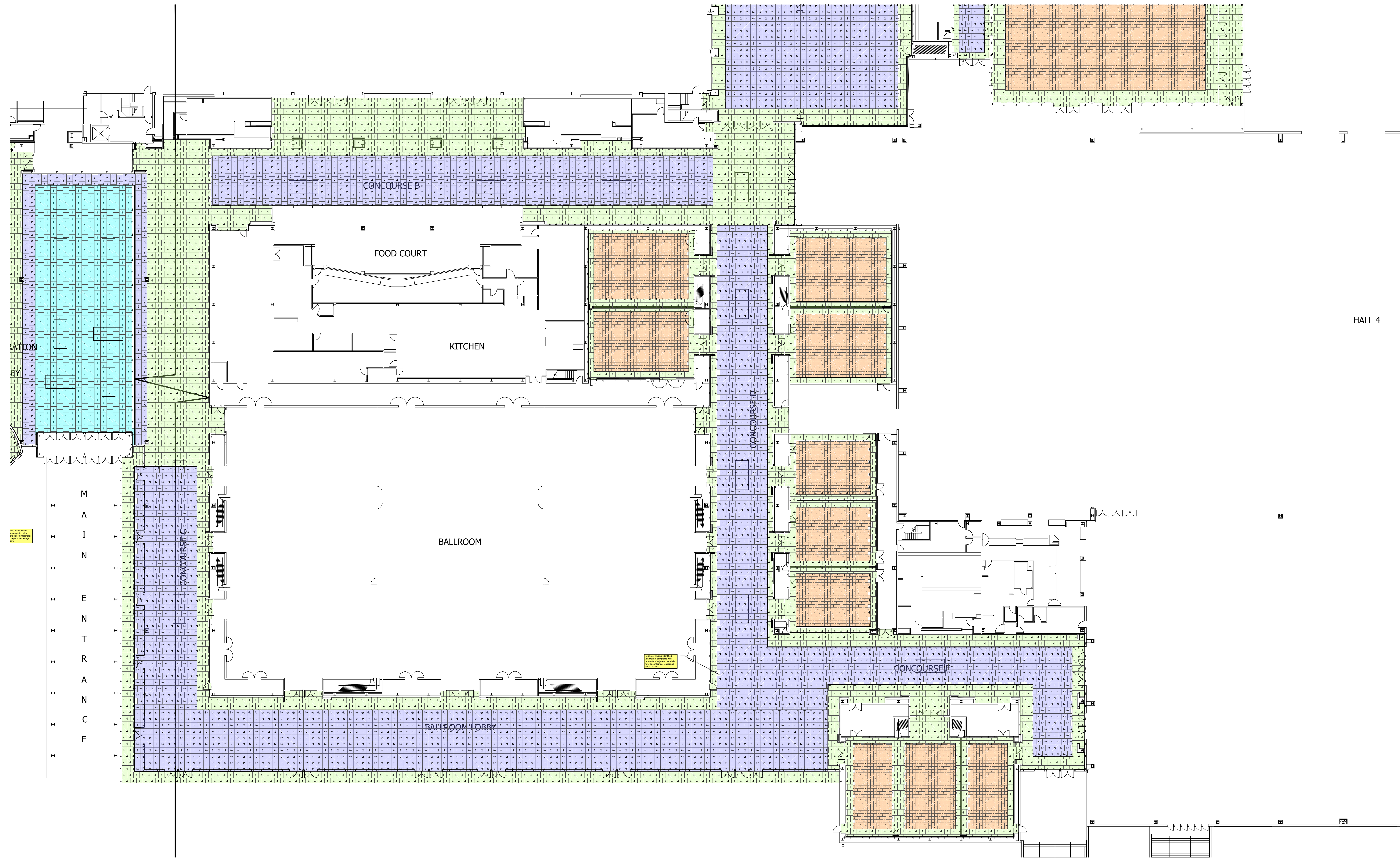
Sheet #: 1 of 3  
Date: 03/27/2018 - Sales Rep: Allyn Martin  
Completed By: Ravina-TC (---) - NSP: ---  
410 Old Mill Road, Cartersville, GA 30120 - 1-800-342-7429 - www.shawcontract.com



- Product 01  
CURRENT TILE 'CUSTOM' -  
CUSTOM 1-CUSTOM  
Repeat: 36"W X 36"L  
BOXED Goods
- Product 02  
VISCOSITY LIGHT 'CUSTOM' -  
CUSTOM 2-CUSTOM  
Repeat: 36"W X 36"L  
BOXED Goods
- Product 03  
GROW TILE 'CUSTOM' -  
CUSTOM 3-CUSTOM  
Repeat: 18"W X 36"L  
BOXED Goods
- Product 04  
INK WASH TILE 'CUSTOM' -  
CUSTOM 4-CUSTOM  
Repeat: 36"W X 36"L  
BOXED Goods

**Project Pattern Guide**

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3 Floor Plan, Section B  
1/16" = 1'-0"

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**RSCC - ----  
Tile installation Diagram**

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Sheet #: 2 of 3  
Date: 03/27/2018 - Sales Rep: Allyn Martin  
Completed By: Ravina-TC (---) - NSP#: ---  
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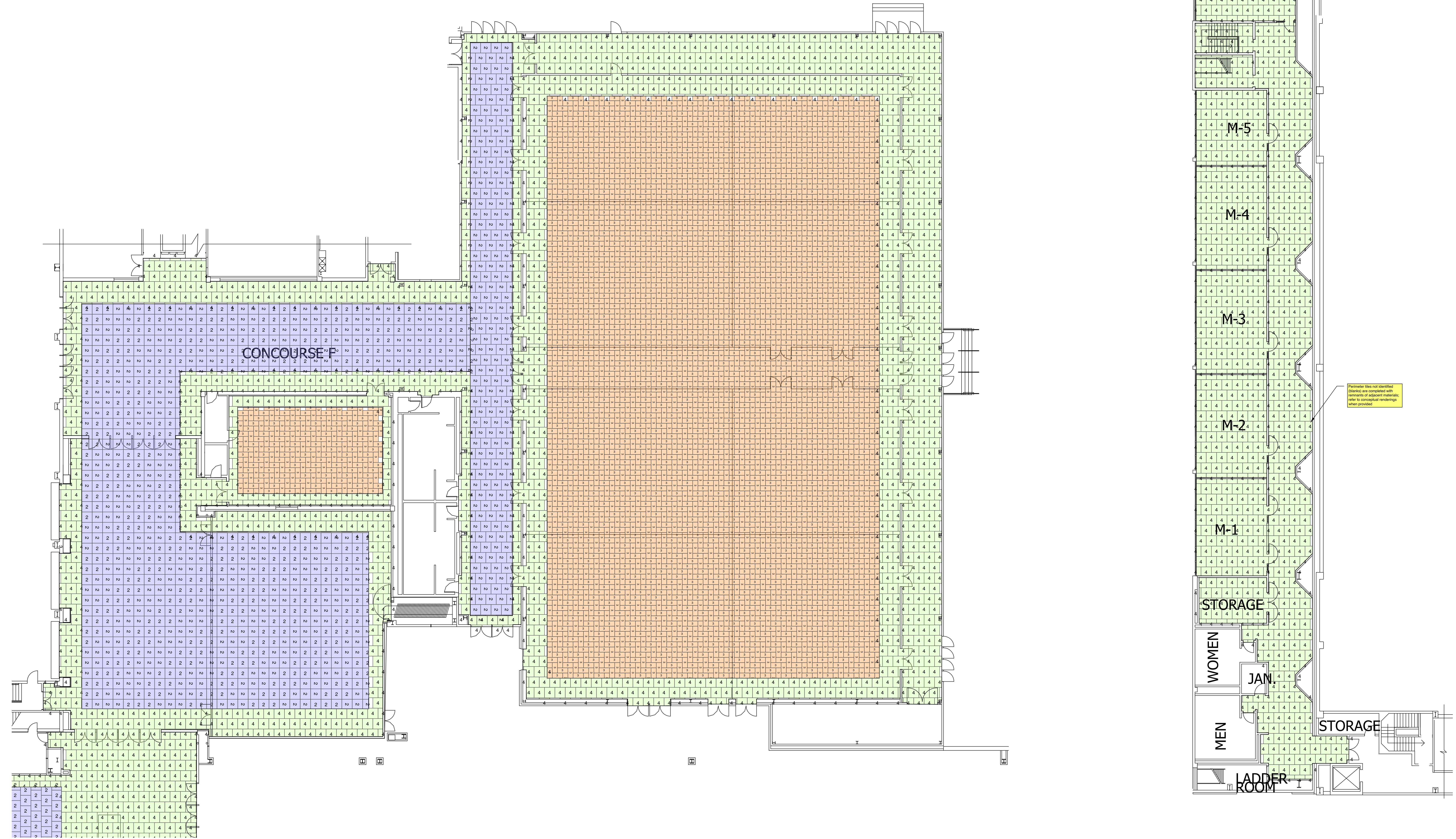






**Project Pattern Guide**

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4 Floor Plan Section C  
3/32" = 1'-0"

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