



LEGAL NOTICE

**REQUEST FOR BID
SEALED BID 13-155**

For

FAMILY ARENA RESIN FLOOR SYSTEM

For

**ST. CHARLES COUNTY GOVERNMENT
ST. CHARLES, MISSOURI**

St. Charles County is seeking bids for **FAMILY ARENA RESIN FLOOR SYSTEM**. The county reserves the right to terminate the contract for any violation, by the successful bidder, of any term or condition of the contract by giving thirty (30) days written notice stating the reasons therefore and giving the party time to remedy any deficiencies.

BID INSTRUCTIONS

One [1] signed original and one [1] signed copy of the bid must be received in a sealed envelope plainly marked "**13-155 FAMILY ARENA RESIN FLOOR SYSTEM**" with the date and time of the bid opening in the lower left corner of the envelope.

An authorized representative of the company/person submitting the bid must sign the bid, in blue ink.

Bids must be submitted to the St. Charles County Finance Department, 201 North Second Street Room 541 St. Charles MO 63301 prior to the bid opening.

Bid opening will be on 9/13/2013 at 10:00 AM , in **Room 523** of the St. Charles County Administration Building, 201 North Second Street, St. Charles, MO 63301.

St. Charles County reserves the right to accept and/or reject any and all bids.

Bid results may be obtained by emailing a request to the St. Charles County Purchasing Manager at purchasing@sccmo.org, **no phone calls please**. Include the name and number of the bid and date of the bid opening when requesting the results. The time it takes for final bid results to be made public depends on the complexity of the project and the cost of the project.

BID INQUIRIES

Any questions or clarifications concerning this Request for Bid must be submitted in writing via E-mail (preferred), mail or fax to:

Kurt Mandernach, Purchasing Manager
St. Charles County Government
Finance Department
201 North Second St
St. Charles, Missouri 63301
Fax: (636)949-7589
purchasing@sccmo.org

Inquiries about the specifications or to schedule a site visit contact:

Michael Buford, Director
Facility Maintenance Department
300 North Second Street, Room 101
St. Charles, Missouri 63301
Phone: (636) 949-7339
Fax: (636) 949-3014
Mbuford@sccmo.org

- The bid number and title shall be referenced on all correspondence.

Responses to questions/clarifications will be placed on the County's website <http://finance.sccmo.org/finance>. Check this website frequently for updates and any addendum that are issued.

Prohibited Communication

Contact with any representative, other than through the procedure outlined in the section titled “Bid Inquiries”, concerning this request is prohibited PRIOR TO BID OPENING. Representative shall include, but not be limited to, all elected and appointed officials, and employees of St. Charles County and their Agents within St. Charles County. Any Offeror engaging in such prohibited communications prior to Bid Opening may be disqualified at the sole discretion of St. Charles County.

TERMS AND CONDITIONS

- St. Charles County reserves the right to reject any and all bids or parts of a bid and waive technicalities, and to adjust quantities.
- All bids will be considered final. No additions, deletions, corrections, or adjustments will be accepted after the time of bid opening.
- All delivery costs or charges must be included in the F.O.B. destination bid price.
- City, County and State of Missouri Sales Tax and Federal Taxes are not applicable to sales made to St. Charles County and must be excluded.
- The contract shall be effective for the approximate twelve (12) month period from the date of the notice of award.
- The electronic version of this bid/RFP is available upon request. The document was entered into WORD for Microsoft Windows. The Purchasing Office does not guarantee the completeness and accuracy of any information provided on the electronic version. Therefore, respondents are cautioned that the hard copy of this bid/RFP on file in the Purchasing Office governs in the event of a discrepancy between the information contained in or on the electronic version and that which is on the hard copy.
- Vendors are required to clearly identify any deviations from the specifications in this document.
- An authorized officer of the company submitting the bid must sign all bids, in blue ink.
- Vendors must submit two [2] signed copies of their bid; one is to be an original and so marked.
- All prices and notations must be in blue ink or typewritten on the attached form. Mistakes must be crossed out, corrections typed adjacent and must be initialed in blue ink by the person signing the bid.
- St. Charles County will not award any bid to an individual or business having any outstanding amounts due from a prior Contract or business relationship with the County or who owes any amount(s) for delinquent Federal, State or Local taxes, fees and licenses.
- Sealed proposals received after the designated time of the receipt of the sealed proposals

will be considered as “No Bid” and “Void” and will not be opened.

- The successful bidder is specifically denied the right of using in any form or medium the names of St. Charles County or any other public entity within the St. Charles County for public advertising unless express written permission is granted.
- All bidders must possess the necessary and appropriate business and/or professional licenses in their field.
- Award will be made to the low responsive, responsible bidder, or to the offeror whose proposal is most advantageous to the County, price and other factors considered. When payments are to be made to the County, award will be made to the most advantageous offer.
- County reserves the right to accept any item or group of items offered, unless the bidder qualifies his bid by specific limitations. The bid can be on an "all or none" basis if wording in the bid so states and if all items solicited are included in the bid.
- When applicable, provide unit prices and extension prices. Where there is disagreement in the unit and extension prices, the unit price shall govern.

Employment of Unauthorized Aliens Prohibited (Missouri Revised Statutes Section 285.530)

As a condition for the award of any contract or grant in excess of five thousand dollars by St. Charles County to a business entity, the business entity shall, by sworn affidavit and provision of documentation**, affirm its enrollment and participation in a federal work authorization program (**E-Verify**) with respect to the employees working in connection with the contracted services. Every such business entity shall sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services. [RSMO 285.530 (2)]

An employer may enroll and participate in a federal work authorization program (**E-Verify**) and shall verify the employment eligibility of every employee in the employer’s hire whose employment commences after the employer enrolls in a federal work authorization program. The employer shall retain a copy of the dated verification report received from the federal government. Any business entity that participates in such program shall have an affirmative defense that such business entity has not violated subsection 1 of this section. [RSMO 285.530 (4)]

Any entity contracting with St. Charles County shall only be required to provide the referenced affidavit on an annual basis. A copy of the affidavit is included in this bid request. Vendors may choose to send the required documentation using one of the following options:

- Send the notarized affidavit and E-Verify MOU signature page to: St. Charles County, Attn: Purchasing Manager, 201 N Second Street, Room 541, St. Charles, MO 63301 prior to responding to any solicitations; **OR**
- Send the notarized affidavit and E-Verify MOU signature page along with a bid solicitation response.

These documents will be kept on file. The notarized affidavit and E-Verify MOU signature page will remain current for **one year** from the date of the notarized affidavit.

**** PLEASE NOTE:**

Acceptable enrollment and participation documentation consists of a valid copy of the signature page of the E-Verify Memorandum of Understanding, completed and signed by the Contractor, and the Department of Homeland Security - Verification Division
The online address to enroll in the E-verify program is:

<https://e-verify.uscis.gov/enroll/StartPage.aspx?JS=YES>

Open Records

Any and all information contained in or submitted with the bid becomes a public record subject to the Missouri Sunshine Law when the bids are opened. If the bidder believes that any information contained in or submitted with the bid is protected from disclosure by the Missouri Sunshine Law, the bidder must clearly identify what information the bidder believes is so protected and must also clearly identify the legal basis therefor.

Bid Bond A 5% deposit of the bid total, presented in the form of a cashier's check, certified check or bid bond, made payable to St. Charles County.

Prevailing Wage

This is a prevailing wage project, therefore, not less than the prevailing hourly rate of wages, as set out in the wage order attached to and made part of the specification for work under the contract, **must** be paid to all workers performing work under the contract. (See section 290.250 RSMo)

The contractor will forfeit a penalty to St. Charles County of \$100.00 per day (or portion of a day) for each worker that is paid less than the prevailing rate for any work done under the contract by the contractor or by any subcontractor. (See section 290.250 RSMo.) For detailed information on rules and occupational titles see 8CSR 30-3.010 through 3.060 (Code of State Regulations-Prevailing Wage rules

Missouri Annual Wage Order 20 as amended August 22, 2013 shall be in effect for this project.

Safety Training Program

The contractor and all subcontractors to the contract must require all on-site employees to complete the ten hour safety training program required under Section 292.675, RSMo, if they have not previously completed the program and have documentation of having done so.

The contractor will forfeit a penalty to St. Charles County of \$2,500 plus an additional \$100 for each employee employed by the contractor or subcontractor, for each calendar day, or portion thereof, such employee is employed without the required training

Transient Employer

Every transient employer, as defined in section 285.230, RSMo, must post in a prominent and easily accessible place at the work site a clearly legible copy of the following: (1) The notice of registration for employer withholding issued to such transient employer by the Director of Revenue; (2) Proof of coverage for workers compensation insurance or self-insurance signed by the transient employer

and verified by the Department of Revenue through records of the division of workers' compensation; and (3) The notice of registration for unemployment insurance issued to such transient employer by the division of employment security. Any transient employer failing to comply with these requirements shall, under section 285.234, be liable for a penalty of \$500 per day until notices required by this section are posted as required by that statute

Certificate of Authority

All foreign corporations transacting business on a project for St. Charles County must obtain a **Certificate of Authority form Corp-42** from the Missouri Secretary of State. Failure to obtain a certificate shall subject the corporation to a fine of not less than one thousand dollars (see sections 351.572 and 351.574, RSMo).

Insurance

Worker's Compensation and Employer's Liability: The successful contractor and each subcontractor shall maintain a policy of Worker's Compensation insurance, or be a qualified self-insurer, providing Statutory limits and Employer's Liability coverage with limits of no less than \$500,000 during the life of the contract.

Automobile, General Liability (including products and completed operations) and Property Damage: Minimum coverage to be maintained by Contractor and each subcontractor in the amount of \$1,000,000 for bodily injury or death to any one person and \$3,000,000 per occurrence. Coverage for completed operations shall also be included. Property damage coverage of at least \$1,000,000 shall be maintained. In the alternative, a Combined Single Limit Policy in the amount of \$3,000,000 shall be maintained. Automobile coverage must include non-owned vehicles.

All such insurance shall be written through an insurance company licensed to do business in the State of Missouri and acceptable to Saint Charles County. The policy must specifically state that the coverage, as it pertains to the County, shall be primary; that any or all insurance carried by an additional insured is strictly excess and secondary, and will not contribute to the Contractor's policy.

The Contractor and each subcontractor agree to furnish Saint Charles County with a Certificate of Insurance naming them as an Additional Insured on each of their respective policies and include a provision for at least 30 days written notice of any material change or cancellation.

Labor and Material Bonds

Per Section 107.170 of the Missouri Revised Statutes, in making contracts for public works which are **estimated to exceed twenty-five thousand dollars**, to be performed for the County, to require every contractor for such work to furnish to the County, a bond with good and sufficient sureties. Such bond, among other conditions, shall be conditioned for the payment of any and all materials, incorporated, consumed or used in connection with the construction of such work, and all insurance premiums, both for compensation, and for all other kinds of insurance, said work, and for all labor performed in such work whether by subcontractor or otherwise.

This bond shall be for the full amount of the contract price with a surety company authorized to do business in the State of Missouri and satisfactory to the County.

Performance Bond

Contractor shall furnish a performance bond in an amount equal to 100% of the contract price to guarantee faithful performance of the contract. The surety on such bond shall be issued by a surety

company authorized by the Missouri Department of Insurance to do business in the state of Missouri and be satisfactory to the County.

Bid Specification

Solicitation: St. Charles County Government is soliciting bids from Respondents that are qualified, responsible, and willing to provide the following Goods and/or Services in compliance with all solicitation specifications and requirements contained herein.

General Description: To supply and install a Key Resin traffic coating system in the St. Charles County Family Arena located at 2002 Arena Parkway, St. Charles, Missouri 63303.

Unless otherwise specified, any manufacturers' names, trade names, brand names, information and/or catalog numbers listed in this specification are descriptive, **not restrictive**. The bidder may offer any product that meets or exceeds the applicable specifications. The bidder must demonstrate comparability, by including appropriate catalog materials, literature, specifications, test data, etc. **The County shall determine in its sole discretion whether a product is acceptable as an equivalent.**

Site Visit:

To schedule a site visit please contact Mike Buford at 636-949-3034.

Scope of Work: Vendor is required to remove approximately 9,000 sq.ft of VCT tile and clean substrate of all debris and resin to bare concrete. Install approximately 9,000 sq.ft. of Key resin traffic coating. It is anticipated that a custom color will be required. Color to be determined.

Adhere to the following installation guidelines as a minimum.

Resin Traffic Coating System
40-60 Mills

I. GENERAL INFORMATION:

KEY TRAFFIC COATING SYSTEM consists of a 100% solids epoxy and aggregate system to produce a dense, skid-inhibiting surface that eliminates dirt and chemical penetration. The chemical resistance and overall performance of the **TRAFFIC COATING SYSTEM** can be increased by using different Urethane and Epoxy finish coats; consult subsequent installation instructions concerning specific requirements.

II. SURFACE PREPARATION:

Surface Preparation is the most critical portion of any successful resinous flooring system application. All substrates must be properly prepared . Specific attention should be paid to the following:

- A. Concrete Placement—An efficient vapor barrier should be under slabs on or below grade to prevent moisture migration.**
- B. Curing and Finishing Techniques of the Concrete Substrate**
- C. Age of Concrete**
- D. Previous Contamination of the Substrate**
- E. Present Condition of the Substrate**

F. Surface profile required for the system (ICRI CSP 2-5 is typical, varies by system)

Also, the temperature and humidity conditions of the area to receive the flooring system should be checked. An optimum room temperature of 75°F with a minimum slab temperature of 50°F is required for proper cure of the resin flooring system.

III. MATERIAL QUANTITIES:

A. Guideline System Requirements for 1000 ft²

Key Traffic Coating System – 40-60 mils Qty./ 1000 ft²

1. Key #502 100% Solids Epoxy 6-8 gallons
2. Key Broadcast Sand (30-mesh or 40/60-mesh) 400 pounds
3. Key #520 100% Solids Epoxy Coating 10-12 gallons
4. Key #520 100% Solids Epoxy Coating (*optional**) 5-10 gallons
5. Key #450 Urethane Coating (*optional**) 3-4 gallons

*Note: Second coat of Key #520, and/or Key #450 may be optional, consult with project specifications.

Coverage rates vary depending on required finish texture.

IV. TRAFFIC COATING SYSTEM INSTALLATION:

Key Epocon SL may be substituted for Key #502 if moisture vapor emission rate exceeds maximum limits (refer to Technical Bulletin #1). Contact Key Resin for details.

A. Priming

1. Mixing Key #520 Epoxy Primer

- a. Stir each component prior to mixing.
- b. Mix two (2) parts by volume of Part A (Resin) with one (1) part by volume of Part B (Hardener) for three minutes with a low speed electric drill and mixing paddle (jiffy mixer).
- c. Mix only that amount of material that can be immediately poured out, spread, backrolled and broadcasted in 40 minutes. Do not leave mixed material in the pail for 40 minutes! All mixed resin should be poured out of pail in 10 minutes or less to avoid reduced working time.

2. Application

- a. Pour primer onto the prepared concrete.
- b. Spread with either a flat trowel or squeegee to a coverage of 125-160 ft² per gallon.
- c. Back roll with a short nap roller.

3. Broadcast to excess. Broadcast 30-mesh or 40/60-mesh silica sand into the wet resin until the surface of the system appears dry. Be careful not to clump the material or produce high spots. **Remember to only walk on the wet resin while wearing “spiked” shoes!!! Do not walk on floor after broadcasting.**

4. Allow the floor to cure overnight (at 75 degrees F). Sweep excess sand with a stiff bristled broom and vacuum. A light sanding or rubbing with a stone will aid in achieving a

uniform “sanded” surface.

B. Sealing

1. Using **Key #520 100% Solids Epoxy Coating**

a. Mixing

- i. Thoroughly mix each component prior to combining.
- ii. Mix two (2) parts by volume of Part A (Resin) with one (1) part by volume of Part B (Hardener) for three minutes with a low speed electric drill mixing paddle
- iii. ***Do not mix more material than can be immediately poured out and spread/backrolled in 30-35 minutes. Do not leave mixed material in the pail for longer than 5-10 minutes or working time will be significantly reduced!***

b. Application

- i. Pour material onto floor in a line and spread with a trowel or flat squeegee to a coverage of 80-100 ft² per gallon.
- ii. Back roll with a short nap roller to even the surface texture of the coating.
- iii. A second optional coat may be necessary depending on desired finish texture.
- iv. Do not open to light foot traffic for 24 hours (at 75 degrees F). Full chemical cure and maximum resistance are achieved in five (5) days.

2. Using **Key #450 Aliphatic Urethane Coating (Clear/Pigmented, Gloss or Satin)**

a. Mixing

- i. Thoroughly mix each component prior to combining.
- ii. Mix two (2) parts by volume of Part A (Resin) with one (1) part by volume of Part B (Hardener) for three minutes with a low speed electric drill mixing paddle.
- iii. ***Do not mix more material than can be used in 90 minutes. Do not leave mixed material in the pail for more than 45-60 minutes!***

b. Application

- i. Pour material onto floor in a line and spread with a flat squeegee to a coverage of 250-300 ft²/gallon (or specified coverage rate). “Dip and roll” procedure may be used with small batches, use within 60-90 minutes. This will yield 3-4 mils dry film thickness.
- ii. Immediately and slowly back roll with a short nap mohair roller (cleaned of loose hairs, lint) to even the surface texture of the coating. If crossrolling will also be done, do so immediately. Do not delay backrolling/crossrolling or

excessive solvent may evaporate leading to formation of microbubbles. Do not overroll or rapidly roll the Key #450 Urethane.

iii. Allow material to cure 12 to 16 hours (at 75 degrees F) before applying a second coat. SU-93 Thinner and/or Key #450 Accelerator may be used as conditions require, consult with Key Resin Technical Service for specific recommendations.

iv. Do not open to light foot traffic for 24 hours. Full chemical cure and maximum resistance are achieved in five (5) days.

Technical data

- Flammability- ASTM D 635
- Fungus & Bacteria growth MIL-F-52505
- Hardness ASTM D-2240
- Bond Strength to concrete ACI COMM#403 Bulletin 59-43 250 psi
- Resistance to elevated temperature MIL D-3134F 4.7.4
- Coefficient of friction ASTM D 2047 0.80
- Water absorption ASTM D 570
- Thermal shock resistance ASTM C 884
- Abrasion resistance ASTM C 501
- Impact resistance MIL-D-3134F 4.7.3
- Compressive strength ASTM C 579- 7 days
- Tensile strength ASTM C 307
- Thermal coefficient of expansion ASTM C 531

Exception Sheet

If the item(s) and/or services proposed in the response to this bid is in any way different from that contained in this proposal or bid, the bidder is responsible to clearly identify all such differences in the space provided below. Otherwise, it will be assumed that the bidder's offer is in total compliance with all aspects of the proposal or bid.

Below are the exceptions or differences to the stated specifications (attach additional sheets as needed):

Date: _____

Signature: _____

Title: _____

Company: _____

BID FORM

SB 13-155

FAMILY ARENA RESIN FLOOR SYSTEM

BID OPENING DATE: 9/13/2013 at 10:00 AM

(Bidder name)

Submits the following bid for this project:

Price for Resin Traffic Coating System \$ _____

Adder for Payment Bond \$ _____

Total Bid Price \$ _____

Make and manufacturer of product bid _____

Describe the warranty offered (include documentation) _____

Number of days to complete project: _____

Authorized signature

Date

THIS FORM MUST BE COMPLETED AND ENCLOSED WITH THE BID

Audit Clause for Contracts

Examination of Records

The Contractor's records must include, but not be limited to, accounting records (hard copy, as well as computer readable data), written policies and procedures, subcontractor files, indirect cost records, overhead allocation records, correspondence, instructions, drawings, receipts, vouchers, memoranda, and any other data relating to this contract shall be open to inspection and subject to audit and/or reproduction by the County Auditor, or a duly authorized representative from the County, at the County's expense. The contractor must preserve all such records for a period of three years, unless permission to destroy them is granted by the County, or for such longer period as may be required by law, after the final payment. Since the Contractor is not subject to the Missouri Sunshine Law (Chapter 610, RSMo), information regarding the Contractor's operations, obtained during audits, will be kept confidential.

The Contractor will require all subcontractors under this contract to comply with the provisions of this article by including the requirements listed above in written contracts with the subcontractors.

Vendor Information

Company Name: _____

Business Address: _____

Business Hours: _____

Phone: _____ Fax: _____

Email address: _____

Contact Person: _____

Authorized Signature: _____

(Indicates acceptance of all bid terms and conditions)

Date: _____

AFFIDAVIT OF WORK AUTHORIZATION

The bidder/contractor who meets the section 285.525, RSMo definition of a business entity must complete and return the following Affidavit of Work Authorization.

Comes now _____ (Name of Business Entity Authorized Representative) as
_____(Position/Title) first being duly sworn on my oath, affirm
_____(Business Entity Name) is enrolled
and will continue to participate in the E-Verify federal work authorization program with respect to
employees hired after enrollment in the program who are proposed to work in connection with the
services related to contract(s) with the County for the duration of the contract(s), if awarded in
accordance with subsection 2 of section 285.530, RSMo. I also affirm that _____
_____(Business Entity Name) does not and will not knowingly
employ a person who is an unauthorized alien in connection with the contracted services provided to
the contract(s) for the duration of the contract(s), if awarded.

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)

Authorized Representative's Signature

Printed Name

Title

Date

E-Mail Address

Subscribed and sworn to before me this _____ of _____. I am
(DAY) (MONTH, YEAR)

commissioned as a notary public within the County of _____, State of
(NAME OF COUNTY)

_____, and my commission expires on _____.
(NAME OF STATE) (DATE)

Signature of Notary

Date

EXHIBIT A

**ST. CHARLES COUNTY
DOMESTIC PRODUCTS PROCUREMENT ACT (BUY AMERICAN)**

The Missouri Domestic Products Procurement Act (34.350-34.359 RSMo) requires that for all bids with a value of \$25,000 or more, the goods or commodities purchased by any public agency (which definition includes all political subdivisions of the State, including counties) or used or supplied in the construction, alteration, repair, or maintenance of any public works must be **manufactured or produced** in the United States. As defined in 34.350 RSMo, United States means the United States of America, the District of Columbia, and all territories and possessions subject to the jurisdiction of the United States. The law also requires that the bidder must provide proof of compliance. **Note: In general, if an import tariff is applied to an item, it does not qualify for the Buy American preference. In addition, Most Favored Nation status does not allow application of the preference.**

Section A – All Products Are Manufactured or Produced In U.S.

If all products bid qualify as domestic products under Missouri law, complete only Section A.

I hereby certify that all products qualify as domestic, that the information provided is true and correct, and complies with all provisions of Sections 34.350-34.359 RSMo. I understand that any misrepresentation herein constitutes the commission of a class A misdemeanor pursuant to Section 34.355 of the Revised Statutes of Missouri.
SIGNATURE
COMPANY NAME

If Section A is completed, do not complete Section B.

Section B – Only One Product Line or No Products Are Manufactured or Produced In U.S.

If only one product line or no products are manufactured or produced in the U.S. complete only section B.

I hereby certify that there is only one product line or no product manufactured or produced in the U.S., that the information provided is true and correct, and complies with all provisions of Sections 34.350-34.359 RSMo. I understand that any misrepresentation herein constitutes the commission of a class A misdemeanor pursuant to Section 34.355 of the Revised Statutes of Missouri.
SIGNATURE
COMPANY NAME

Section C – Products May Qualify Because of Qualifying Treaty

If some or all products bid qualify for domestic status because of a trade treaty, etc., then the bidder must identify each product, country and qualifying treaty, etc. below. The bidder must list ALL products which are or may qualify as domestic below. If more space is needed, please copy this form and submit as an attachment.

BID ITEM NUMBER(S)	COUNTRY WHERE MANUFACTURED OR PRODUCED	QUALIFYING TREATY, LAW, AGREEMENT, OR REGULATION

SECTION C

I hereby certify that the specific items listed above are domestic, that the information provided is true and correct, and complies with all provisions of Sections 34.350-34.359 RSMo. I understand that any misrepresentation herein constitutes the commission of a class A misdemeanor pursuant to Section 34.355 of the Revised Statutes of Missouri.
SIGNATURE
COMPANY NAME