

SECTION D – SPECIFICATIONS/SCOPE OF WORK

I. GENERAL REQUIREMENTS

- A. This solicitation provides for Carpet, Carpet Tile and Other Floor Coverings Installation and Repair Services at County facilities. This solicitation, although not limited to, foresees two major types of work: (1) maintenance work that includes the repair of damaged floor coverings (e.g. carpet, carpet tile, etc.) and (2) project work associated to facility renovations or refreshes.
- B. Contractor’s qualifications – the Contractor shall be fully qualified to perform the specified service in a professional manner. The Contractor must have at least three (3) years of experience just prior to this solicitation, providing services of similar scope and extent as the ones detailed here. Contractor’s experience must have been as a primary contractor. The Contractor must have established offices to provide the services herewith specified. The County reserves the right to coordinate and inspection prior to the recommendation for award of this IFB. The Contractor shall be able to provide qualified personnel to perform the duties required in accordance with the scope of work of this solicitation. All personnel working at a County Facility must be identified as Contractor’s employees by means of uniform or ID badge. While working on County Facilities, Contractor’s personnel must conduct professionally, without causing disturbances or interfering with work being conducted. As part of its offer under this solicitation, the Contractor must complete Attachment C, detailing Contractor’s profile, including but not limited to: company’s structure, ownership, services description and facilities description
- C. For this solicitation, “unoccupied area” means a completely empty room; “occupied area” means a room with furniture in it.
- D. All prices quoted must be inclusive of all charges necessary to perform under this contract; including carpet, glue, carpet time, tacks, labor and any other equipment or material required to perform under this contract.
- E. All existing carpet and existing carpet waste is to be recycled in the best possible manner, avoiding up to the extent practical, landfill disposition. Acceptable recycling/reclaiming methods include but are not limited to: recycling, repurposing, down cycling and upcycling. The bidder must include with its offer a Reclamation/Recycling Plan clearly stating how carpet and carpet waste is to be ultimately disposed. All carpet removal prices quoted (Group B) must be inclusive of the cost associated to dispose, recycle and/or reclaim.
- F. The Contractor must submit with its invoice a third party certification of final recycling/reclamation for each service provided under the contract that involves the removal of existing carpet or flooring materials.
- G. The County reserves the right to perform a background investigation on Contractor’s and/or Sub-Contractor’s employees performing work under this contract at any County facility that the County has designated and/or deems as a Secure Facility. The County reserves the right to approve or deny access to a County Secure Facility to any Contractor’s or Sub-Contractor’s employees based on the background investigation.
- H. The Contract Administrator or its designee will notify the Contractor via written communication of a job to be executed. Once notified the Contractor will have two (2) workdays to perform the Site Inspection. The Contractor must submit to the Contract Administrator or its designee the corresponding Job Authorization Form (JAF) within seven (7) workdays from the day the notification of work required was issued. All labor and material prices detailed in the Job Authorization Form are to be “not to exceed” and shall be invoiced based on actual usage and performance. For each job, the County will retain final determination in regards to the colors, patterns and finishes to be installed as available under each of the materials’ manufacturer lines quoted. The Contractor will be responsible for providing the Contract Administrator sample books for material selection when necessary.
- I. Overages and attic stock must be identified separately on the Job Authorization Form.
- J. Labor prices will not consider overages and attic stock.
- K. The Contractor will be responsible for storage costs of all materials until each job is completed. No additional storage costs will be paid.

II. CARPET SPECIFICATION

The following are minimum specifications for the types of carpet and carpet tiles to be provided under this Contract. Carpet types submitted as or equal must meet these minimal standards in all categories and are subject to approval by Montgomery County. Provide material produced by a single manufacturer for each carpet type (if requested by the County as noted on Page C under AWARD SUBMISSIONS):

A. Carpet Tile

Availability:	24" x 24"
Construction:	Tufted Textured Loop
Fiber Product (s)	100 Eco Solution Q Nylon
Dye Method:	100% Solution Dyed
Production Weight: 26 oz.	
Gauge:	1/8"
Stitches/Inch:	9.0"
Finished Pile Thickness	.129"
Tufted Pile Height:	6/32" (.187") High 4/32" (.125") Low
Density:	7,256
Primary Backing:	Non-Woven Synthetic
Secondary Backing:	EcoWorx Tile
Protective Treatment:	SSP Shaw Soil Protection
Traffic Class:	Heavy (TARR)
Coefficient of Friction:	(ADA) >0.60
Warranty:	Manufacturer's Warranty

B. Upgraded Carpet Tile

Availability:	24" x 24"
Construction:	Multi-level Pattern Loop
Fiber Product (s):	100% Eco Solution Q Nylon
Dye Method:	100% Solution Dyed
Production Weight:	17-20 oz.
Gauge:	1/12"
Stitches/Inch:	9.5"
Finished Pile Thickness:	.095"
Density:	6,442
Primary Backing:	Non-Woven Synthetic
Secondary Backing:	EcoWorx Tile
Tufted Pile Height:	5/32" (0.156") High 3/32" (0.093") Low
Protective Treatment:	SSP Shaw Soil Protection
Traffic Class:	Heavy (TARR)
Coefficient of Friction:	(ADA) >0.60
Warranty:	Manufacturer's Warranty

C. Standard Carpet

Type Yarn:	100% Premise Dyed Nylon
Ply:	4
Step Over Stitch:	.75"
Construction:	Textured Loop
Dye Method:	Solution Dyed
Gauge:	1/8
Stitches per inch:	8.25

C. Standard Carpet (cont.)

Tufted Pile Height:	5/32"
Yard Weight (sq. yd.):	28 oz.
Finished Pile Thickness:	.129 Average
Density:	7814
Weight Density:	218,791
Special Treatments:	Flouro-Chemical Treatment
Primary Backing:	Woven Polypropylene
Secondary Backing:	Woven Polypropylene
Width:	12'

D. Upgrade Carpet

Type Yarn:	100% Solutia LXI Type Nylon
Construction:	Cut Pile
Dye Method:	Piece Dyed
Ply:	2
Ply Twist:	5.4 turns per inch
Gauge:	1/10
Stitches per inch:	10.5
Tufted Pile Height:	10/32"
Yard Weight (sq. yd.):	36 oz.
Finished Pile Thickness:	.234 Average
Density:	5539
Weight Density:	199,385
Primary Backing:	Woven Polypropylene
Secondary Backing:	Woven Polypropylene
Width:	12'

Note: All carpet above must be accompanied by a manufacturer's limited 10-year warranty. The designations standard and upgrade are provided only to differentiate between types of carpets in this Contract. Montgomery County will designate specifically the type of carpet/carpet tile to be used on each project as deemed appropriate by the Contract Administrator or designee at the time of job issuance.

E. Standard Walk-off (Entry) Carpet

Availability:	19" or 24" modules and/or 6' roll
Construction:	Patterned Loop
Pattern:	Small textured
Fiber Product (s):	Nylon or UV Stabilized Polypropylene
Dye Method:	Solution Dyed
Face Weight:	24 oz/yd
Gauge:	1/12
Stitches/Inch:	8.0
Pile Height Avg:	0.187" (3/16")
Total Thickness:	0.315" (5/16")
Soil/Stain Protection:	Yes
Primary Backing:	Non-woven synthetic fiber
Secondary Backing:	Closed cell cushion or dense rubber
Recycled content	Yes
NSF 140 Certified	Gold or higher
Clean Zone:	2 (Vestibule), 3 (Lobby)
Traffic Class	Heavy or higher
Warranty:	Manufacturer's Warranty

F. Upgraded Walk-off (Entry) Carpet

Availability:	19", 24" modules and/or 6' roll
Construction:	Patterned Loop
Pattern:	Small textured or linear
Fiber Product (s):	Nylon or UV Stabilized Polypropylene
Dye Method:	Solution Dyed
Face Weight:	28 oz/yd
Gauge:	1/12
Stitches/Inch:	9.0
Pile Height Avg:	0.187" (3/16")
Total Thickness:	0.284" (9/32" min.)
Soil/Stain Protection:	Yes
Primary Backing:	Non-woven synthetic fiber
Secondary Backing:	Closed cell cushion or dense rubber
Recycled content	Yes
NSF 140 Certified	Gold or higher
Clean Zone:	2 (Vestibule), 3 (Lobby)
Traffic Class	Severe or higher
Warranty:	Manufacturer's Warranty

G. Installation Adhesive

V.O.C.:	Zero grams per liter (calculated at room temperature)
Base:	Acrylic Latex
Solids:	68%
Color:	Beige
Consistency:	Smooth, easy-to-spread mastic
Open Time:	Up to several hours, tacks up in 30 minutes
Shelf Life:	One year in unopened container 70 degrees F
Coverage:	Double stick installation 5-10 sq. yards depending on the porosity of carpet padding. Direct Glue Down installation 10-12 sq. yards per gallon
Other Features:	Freeze-thaw stable. Anti-microbial protection has been added to preserve the adhesive in the container and protect the dry film from bacteria
Water Resistance:	Excellent. Passes overnight soil test and rebond when dry
Flammability:	Non-flammable qualified for NFPA Class A and UBC Class I fire ratings as determined by the ASTM E84 Tunnel Test Conforms to requirements of the Hill-Burton Act and passes the pill test.
Clean-up:	Use warm soapy water while adhesive is still wet. When dry, use Town down #9 Safety Solvent or equal.

1. Adhesives must be high tack, high solids, super premium, latex types, formulated for the installation of a wide range of carpet and resilient floor coverings.
2. Must comply with flammability requirements for installed carpets.
3. Must be smooth and easy to spread.
4. Must be freeze-thaw stable, mildew proof, odorless when dry, non-toxic, unattractive to insects and water-resistant when dried and cured.
5. Adhesive must be as Environment Healthguard Adhesive #2055 multi- purpose adhesive as manufactured for Environment or equal. A safety data sheet for adhesives other than the above must be submitted with bid or within ten (10) calendar days after notification from the County.
6. ***Any mastic other than stated in G above must be approved by Montgomery County and must meet the same standards.***

H. Installation Tape

V.O.C.:	Zero grams per liter (calculated at room temperature)
Dimension:	3" x 3" minimum
Application:	Adhered to the modular carpet, not to the floor
Installation Conditions:	MVER ≤ 15.0 pounds, PH ≤ 11.0 and In-Situ/RH ≤ 98%

I. Vinyl/Rubber Base

1. Standard Vinyl Base - heights are 4" with a gauge of .080. Available in set on and toeless types a minimum of 12 colors. NAFCO SUPREME WALL BASE OR EQUAL.
2. Roll Vinyl Base – heights are 4" with an 1/8" thickness. Available in set on and toeless types a minimum of 24 colors. Type TV Thermoplastic Vinyl. Standard specification F-1861, Group 2. ROPPE VINYL WALL BASE OR EQUAL
3. Roll Rubber Base – heights are 4" with a 1/8" thickness, Type TS Thermoset Vulcanized Extruded Rubber. Standard Specification F-1861, Group 1 solid. Straight or cove based on application. ROPPE PINNACLE WALL BASE OR EQUAL

J. Rubber Stair Treads and Risers

1. One-Piece Tread and Riser: hammered texture tread of solid, high-grade synthetic homogeneous rubber. Treads have square nose with taper, are 20 5/8" deep, up to 6' long, 1 9/16" high x 13/64" thick and available with 2" safety strip (smooth rubber, ribbed rubber, or Carborundum). Minimum thickness of riser is 5/64". ROPPE #95 OR EQUAL
2. Tread: hammered texture tread of solid, high-grade synthetic homogeneous rubber. Treads have square nose with taper, are 12 1/2" deep, up to 9' long, 2" high x 13/64" thick and available with 2" safety strip (smooth rubber, ribbed rubber, or Carborundum). Minimum thickness is 1/8". ROPPE #99 OR EQUAL
3. Riser: smooth texture riser of solid, high-grade synthetic homogeneous rubber with 9/16" toe, 7" high x 0.10" thick and up to 9' long. ROPPE RSR OR EQUAL

K. Accessories

Tackless Carpet Stripping:	Provide water-resistant plywood strips 3/8" or 9/32" thick, as required to match the cushion/carpet thickness; angular pins protruding from top; designed to grip and hold stretched carpet at backing. Provide narrow stripping with 2 rows of pins where stretched width of carpet is 20' or less, provide narrow stripping with 3 rows of pins where carpet width exceeds 20'.
Installation Adhesive:	Water-resistant, non-staining as recommended by carpet manufacturer, which complies with flammability requirements for installed carpet.
Seaming Cement:	Hot-melt seaming adhesive or similar product recommended by carpet manufacturer, for taping seams and butting cut edges at backing to form secure seams and preventing pile loss at seams.
Miscellaneous Materials:	As recommended by manufacturers of carpet and other carpeting products selected by installer to meet project circumstances and requirements.

L. General Terminology/Information Standard

Refer to the current edition of Carpet Specifier's Handbook by the Carpet and Rug Institute for definitions of terminology not otherwise defined herein and for general recommendations and information.

M. Physical Properties

Provide carpeting that is identical to that tested for the following physical properties according to the test method indicated.

1. Fade Resistance Rating maximum gray scale factor of 40 hours Test Method: AATCC 16E -1982.
2. Static Resistance Rating not above 3.0 KV when testing at 20% R.H. 70 degrees F (21 degrees C). Testing-AATCC 143.
3. Flammability flooring radiant panel test ASTM 648 Miranda III on jute, synthetic, and grip tile backs has an average critical radiant flux of greater than .50 watts per square centimeter. NBS Smoke Chamber (NFDA 258) Miranda II on jute, synthetic and grip tile backs has a maximum specified optic density of 350 or less.

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| 4. | Warranty | 10-year wear, tuft bind, delamination, dimensional stability, mergeability (style and color), static, edge ravel, and 10-year colorfast to light and atmospheric contaminants warranty. |
| 5. | Carpet | Available in 12' width rolls. |
| 6. | Traffic Class | Extra heavy commercial class III. |

III. INSTALLATION SPECIFICATIONS

A. Carpet Removal

1. Before carpet removal, the installer may be required to remove furniture from the area(s).
2. Remove old carpeting from the area(s) designated for carpet replacement.
3. Clean floor, make smooth, and vacuum in order to receive new carpeting.
4. Remove and dispose of old carpeting and other debris, generated by preparing floor for new carpeting.

B. Substrates

1. Examine for moisture content and other conditions under which carpeting is to be installed.
2. Notify Contract Administrator in writing of major conditions which are detrimental to the proper completion of the installation.
3. Do not proceed until unsatisfactory conditions have been corrected.

C. Floor Repairs

1. Repair holes, cracks, depressions and rough areas by using materials and procedures recommended by carpet and/or adhesive manufacturers.
2. Additional floor preparation and repair will be charged at the hourly rate from the Quotation Sheets. This additional pricing must be noted on the Job Authorization Form/Estimate to Complete prior to beginning work.

D. Manufacturer's Recommendations

1. Comply with recommendations for locations and direction of carpet.
2. Maintain uniformity of carpet direction and lay of pile.
3. Follow seaming as per drawings submitted and approved.
4. Center seams under doors.
5. Do not place seams in traffic direction at doorways

E. Obstructions

Extend carpet under open-bottomed obstructions, under removable flanges and furnishings and into alcoves and closets.

F. Cut-outs

1. Provide where required.
2. Bind cut edges properly where not concealed by protective edge guards or overlapping flanges.

G. Carpet Edge Guards

Install where carpet edge is exposed, by anchoring to substrate.

H. Expansion Joints

Do not bridge building expansion joints with continuous carpeting. Provide for movement.

I. Minimum Temperature

No carpet installation must be performed unless a temperature of 50 degrees F or more is maintained without interruption for at least 24 hours before installation and for at least 72 hours after installation.

J. Glue Down Installation

1. Fit sections of carpet into each space prior to application of adhesive.
2. Trim edges and butt cuts with seaming cement.
3. Apply adhesive uniformly to substrate as per manufacturer's instructions.
4. Seams are to be made straight and tight.

5. Roll entire carpet area lightly to eliminate air pockets and ensure uniform bond.
6. Remove any adhesive promptly from face of carpet by methods, which will not damage carpet face.

K. Roll Carpet Installation

1. Carpet installed wall-to-wall must use continuous lengths in as broad a width as available. Cut edges shall be trimmed and appropriately treated to form non-raveling joints where exposed.
2. Carpet cross-seams must be held to an absolute minimum.
3. The Contract Administrator or designee will have the right to inspect and retain any usable remnants.

L. Carpet Tile Installation

1. Installation shall be parallel tack line method in accordance with manufacturer's written specification unless directed otherwise by the Contract Administrator or designee at the time of job issuance.
2. Contractor must furnish, if requested at the time of order, 5% extra carpet tiles appropriately wrapped and labeled.

M. Metal Binder Bars

Metal binder bars are to be installed at all areas where floor covering material changes or a carpet edge does not directly abut a vertical wall surface.

N. Metal Collars

Metal collars must be installed on all electrical access boxes.

O. Carpet Reinstallation

1. Installed carpeting that is disapproved by the Contract Administrator for poor workmanship, improper materials, or damage due to construction operations must not be reinstalled.
2. Disapproved carpeting must be replaced by new material.
3. The additional material and labor must be provided by the contractor at no additional cost to the County.

P. Cleaning

1. Remove and dispose of debris and unusable scraps
2. Vacuum carpet by using commercial machine with face-beater element.
3. Remove spots. Replace carpet where spots cannot be removed.
4. Remove any protruding face yard using sharp scissors.

IV. PROTECTION

Provide protective methods and materials needed to ensure that carpeting will be without deterioration or damage at the time of completion.

V. MAINTENANCE

Maintenance Instructions and Data

Submit manufacturer's printed instructions for maintenance of installed work, including methods and frequency recommended for maintaining optimum conditions under anticipated traffic and use conditions. Include precautions against materials and methods which may be detrimental to finishes and performance. One copy is to be supplied to each facility at completion of carpet installation.

Deliver materials to project site in original factory wrappings and containers, clearly labeled with identification of manufacturer, brand name, quality or grade, fire hazard classification, and lot number. Store materials in original, undamaged packages and containers inside a well-ventilated area protected from weather, moisture, soiling, extreme temperature and humidity; laid flat, blocked off ground to prevent sagging and warping. Maintain temperature in storage area above 50 degrees F.

VI. REPAIRS (NOT UNDER WARRANTY)

Repairs to Existing Carpet or Carpet Tile: The contractor must provide labor and materials to perform necessary repairs to damaged carpeting as follows and will be paid in accordance with prices listed on Quotation Sheets:

1. Repairs to torn and/or worn areas include cutting and removal of defective or damaged areas and replacement with new matching carpet.
2. Repairs to eliminate trip or safety hazards including reattachment or reinstallation of areas that have come loose or frayed.
3. Repair and/or patching of areas that have become exposed or unattached due to renovation, remodeling, maintenance or other activities.
4. Labor rates quoted on Quotation Sheet must be exclusive of travel time. Hours billed will reflect on the job time at the installation or removal site.

VII. MEASUREMENTS - SITE INSPECTION

- A. Actual site measurements are to be made for each project by the Contractor. The Contractor shall be held responsible for accuracy of measurement (total yardage, individual floor yardage, dye lot yardage) and for inspection of actual on-site conditions affecting installation.
- B. The Contractor will not be relieved from assuming all responsibility for properly estimating the difficulties and cost of performing any of the services required because of failure to investigate the conditions or to become acquainted with all information concerning the services to be performed. No requests for material or labor extras must be considered (due to measurement of take-off errors or installation errors) above the approved written estimate.
- C. No additional charge will be allowed for these estimates or measurements.

VIII. DELIVERY AND STORAGE

All carpeting must be delivered to the job site in the original mill wrappings with each roll or package having its registered number properly attached.

If storage is required, material must be stored in an enclosed and dry area, protected from damage and soiling.

The Contractor must store materials in original, undamaged packages and containers, inside a well-ventilated area protected from weather, moisture, soiling, extreme temperatures, humidity, laid flat, blocked off the ground to prevent sagging and warping. Maintain temperature in storage area above 40 degrees Fahrenheit.

The Contract must comply with all stringent instructions and recommendations from the manufacturer for special delivery, storage and handling requirements.

IX. TEST REPORTS

Bidders must supply certified test reports within ten (10) calendar days from the County's request evidencing compliance with requirements for the following performance characteristics. (Bidders not complying with this request within the time frame as noted above may be ruled non-responsive).

Fire Performance Characteristics: Provide carpeting that is identical to that tested for the following fire performance requirements according to the test method indicated, by UL or other testing and inspecting agency acceptable to authorities having jurisdiction.

Flammability-as follows:

Rating: Passing Methenamine Pill Test

Test Method: ASTM D 2859

Surface Burning Characteristics-as follows:

Flame Spread: not more than 25

Smoke Developed: not more than 50

Test Method: ASTM E 84 UL 723 or NFPA 255

Critical Radiant Flux- as follows:

Rating: Not less than .50 watts per sq. centimeter for institutional, health care, and commercial institutions.

Test method: ASTM E 648 or NFPA 253

Smoke Density-as follows:

Rating: with flame, 15.4 minimum value. Without flame, 9.1 minimum value

Test method: ASTM E 662

Rating: maximum specific optical density of 450 or less

Test Method: NBS Smoke Chamber (NFPA 258)

X. SCHEDULING

Carpet installation must be scheduled and sequenced with other work to minimize possibility of damage and soiling during installation or construction period.

XI. DOCUMENTS AND SAMPLES

Bidders must supply product data and samples within ten (10) calendar days from the County's request evidencing compliance with requirements for materials. (Bidders not complying with this request within the time frame as noted above may be ruled non-responsive).

Product Data: Manufacturer's product literature and installation instructions for carpeting materials and installation accessories are required. Written data on physical characteristics, durability, resistance to fading and flame resistance characteristics are to be included.

Samples: Samples for initial selection purposes must be the Manufacturers standard size samples and color yards showing full range of colors, textures and patterns available for carpet required. 12" square samples of each type of carpet material required. 12" long samples of each type of exposed edge stripping; and other accessory items, such as vinyl base, glue, etc.

Certifications: Manufacturer's certifications stating that carpet materials furnished comply with specified requirements.

1. Include listing of mill register numbers of carpet to be furnished
2. Include supporting certified laboratory test data indicating that carpet meets or exceeds specified test requirements.