

I. GENERAL INFORMATION

The University of Oregon Athletic Department (University) seeks a qualified service provider (Contractor) to complete the installation and removal of a University owned PortaFloor system at the Ed Moshofsky Sports Center in Eugene, Oregon for the fall 2012, 2013 and 2014 seasons. When installed, the floor system and Visqueen underlayment protects the artificial turf from wear and tear during game day activities.

III. HOME FOOTBALL SCHEDULE

The Duck home football schedule consists of seven home games in 2012 with the first game scheduled for Saturday, September 1st. The home schedule is subject to change and future schedules are not yet established. An additional Pac12 Championship game could be awarded bringing the total home game count in 2012 to eight. Up to date information about the Oregon home football schedule can be found at GoDucks.com.

IV. EQUIPMENT AND SERVICE SPECIFICATIONS

The PortaFloor and Visqueen are stored by the University in a connected warehouse. During the install and strike, the University shall provide a forklift and driver to move the floor to and from the warehouse and field. The University shall provide Gators and trailers necessary for moving Visqueen and rolls of PortaFloor onto and around the field.

For a Saturday football game, PortaFloor installations begin at 11:00am on Friday and typically require five and one-half (5.5) hours to complete. PortaFloor removals occur on Sundays, beginning at 12:00 noon and typically take three (3.0) hours to complete. The Contractor is responsible for completing required tasks of installation and removal in a combined time of eight and one-half (8.5) hours. Days, dates and time of the install and strike are subject to change. Additional installations and removals may be required by the University throughout the term of this agreement.

The Contractor crew must consist of 14 individuals, seven of which have prior PortaFloor install and strike experience; this aids in the effectiveness and efficiency of work tasks. The crew is released only after a University representative determines that the work is complete and verbally releases the crew.

The Contractor must provide a foreman assigned to the project and committed to all home football games within a single season. This foreman will work directly with the University representative to assign work tasks. The University and Contractor shall select the foreman by mutual agreement.

In addition to the installation and strike of the PortaFloor system, Contractor responsibilities include but are not limited to; installing and removing the Visqueen underlayment, spot mopping and floor cleaning, and minor floor repairs, such as replacing damaged floor tiles. Other duties

may be required as specified by the University representative.

V. SET-UP AND STRIKE SCHEDULE

PortaFloor installation and removal schedule for 2012 with * potential Pac12 championship game:

Friday, August 31 st	Sunday, September 2 nd
Friday, September 7 th	Sunday, September 9 th
Friday, September 14 th	Sunday, September 16 th
Friday, September 21 st	Sunday, September 23 rd
Friday, October 5 th	Sunday, October 7 th
Friday, October 26 th	Sunday, October 28 th
Friday, November 16 th	Sunday, November 18 th
*Thursday, November 29 th	*Saturday, December 1 st

Schedules for the 2013 and 2014 seasons will be communicated as they are known, (see goducks.com for the latest information).

VI. REQUEST FOR QUOTE RESPONSE (SUBMITTAL)

Please see Attachment A.

VII. EVALUATION CRITERIA

- I. capacity for performing the required tasks
- II. operating plan
- III. references
- IV. total cost to the university

Award will be based on the best overall response.

VIII. DATES AND DEADLINES

Response to this Request for Quote is due no later than 12:00 noon on August 16, 2012. The term of this agreement is three years, 2012, 2013, and 2014.

Inquiries:

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Return RFQ submittal to;

Len Casanova Center
2727 Leo Harris Parkway
Eugene, OR 97401
Attention: Sharon Bonin
sbonin@uoregon.edu.

ATTACHMENT A - SUBMITTTAL
PortaFloor Installation and Strike
Ed Moshofsky Center

- I. Describe your capacity for performing the required tasks.
- II. Provide an operating plan that includes how you will staff, train, supervise and organize your work force.
- III. Provide a list of client references based on similar events.

IV. Event price 2012: \$_____ x 7 events = \$_____

Event price 2013: \$_____ x 7 events = \$_____

Event price 2014: \$_____ x 7 events = \$_____

Total Cost to the University: \$_____

- V. Your contact information;

Name of Company or Organization: _____

Address: _____

Contact Name: _____

E-mail: _____

Phone Number: _____