



# Oregon State University

## MASTER CONTRACT FOR FLOOR COVERINGS

### REQUEST FOR QUALIFICATIONS (RFQ) NO. 2025-017684

#### ADDENDUM NO. 1

ISSUE DATE: February 17, 2025

**CONTRACT ADMINISTRATOR:**

Shoshana Shabazz, Purchasing Analyst

Construction Contracts Administration

Email: [ConstructionContracts@oregonstate.edu](mailto:ConstructionContracts@oregonstate.edu)

This Addendum is hereby issued to inform you of the following revisions and or clarifications to the above-referenced RFQ and/or the Contract Documents for the Project, to the extent they have been modified herein. Any conflict or inconsistency between this Addendum and the Solicitation Document or any previous addenda will be resolved in favor of this Addendum. RFQ responses shall conform to this Addendum. Unless specifically changed by this Addendum, all other requirements, terms and conditions of the Solicitation Document and or Contract Documents, and any previous addenda, remain unchanged and can be modified only in writing by OSU. The following changes are hereby made:

#### RFQ Solicitation Document

##### Specifications

Item 1

Delete Section 1.6 Compensation has been replaced in its entirety. Replace with Section 1.6 Compensations listed below:

1.6 Compensation.

1.6.1 Compensation will generally be based on a total “lump sum” amount for services at the time services are requested using a combination of the specific flooring product price structure, hourly installation rates and incidental floor precreation materials.

1.6.2 Flooring product price structure shall be based on the Manufacturer’s List Price (MLP) and shall be inclusive of any shipping and handling charges to any OSU location. Shipping charges associated with quick ship request shall be paid by OSU department.

1.6.3 MLP means the current manufacturers' list price published by the manufacturer. Contractor shall provide Owner with an electronic copy (in a software, format and electronic medium approve by Owner) of the current published MLP on which the Contract, Purchase Orders, and Amendments are based including the following information:

- 1.6.3.1 Manufacturer Part Number
- 1.6.3.2 Contractor Part Number, if applicable
- 1.6.3.3 Product Description
- 1.6.3.4 Manufacturers' List Price

1.6.4 Current published MLP shall be provided by the Contractor upon execution of the Master Contract or as requested by the Owner.

1.6.5 Floor product pricing shall be calculated as:

$$\text{MLP} - (\text{MLP} \times \text{Discount \%}) = \text{Owner Price}$$

1.6.6 Installation services shall be billed at the hourly rate indicated in Exhibit 1 of the Master Contract for Floor Coverings.

1.6.7 Materials used for flooring preparation (e.g. underlayment requirements, floor leveling compound, sealant...), shall be billed at Contractors' actual cost.

1.6.8 Pricing shall be based on MLP plus supplier percentage at time of quote. Pricing shall be held for 30 days.

**Questions**

- Item 2                    **Question:** Is it the Universities intent to award one contract comprehensive to all products and manufacturers or is a multiple award contract anticipated that would potentially create stronger competition and a larger product offering than just one contract award?
- Answer:** The number of contracts awarded will be at the discretion of OSU based on the needs of OSU.
- Item 3                    **Question:** Will there be an opportunity to adjust labor rates annually or only during specific contract amendments?
- Answer:** This RFP and the resulting Master Contract, Purchase Orders, and Amendments are subject to the Bureau of Labor and Industries (BOLI) Prevailing Wage Rates (PWR) as listed below and in the RFP.
- PWR for Public Works Contracts in Oregon:
- January 5, 2025 PWR Apprenticeship Rates
  - January 5, 2025 PWR for Public Works Contracts in Oregon
  - October 5, 2024 Definitions of Covered Occupations for Public Works Contracts in Oregon
- Item 4                    **Question:** Is there any contract preference given to in state as opposed to out of state bid responses and scoring?
- Answer:** No.
- Item 5                    **Question:** Can we assume that public work prevailing wage is expected but no union/PLA (Project labor agreements are required?)
- Answer:** This RFP and the resulting Master Contract, Purchase Orders, and Amendments are subject to the Bureau of Labor and Industries (BOLI) Prevailing Wage Rates (PWR) as listed below and in the RFP.
- PWR for Public Works Contracts in Oregon:
- January 5, 2025 PWR Apprenticeship Rates
  - January 5, 2025 PWR for Public Works Contracts in Oregon
  - October 5, 2024 Definitions of Covered Occupations for Public Works Contracts in Oregon

Item 6                    **Question:** Does the University have any criteria for performance-based specifications for products such as TARR ratings for carpet?

**Answer:** Refer to the RFP and the attached Oregon State University Design and Construction Standards Division 9: Finishes Section 09 60 00: Flooring.

Item 7                    **Question:** Will there be a formal process for price adjustments in due to manufacturer price increases?

**Answer:** OSU cannot/and are not trying to control or compete the manufacturer's list price. Pricing shall be based on MLP plus supplier percentage at time of quote. Pricing shall be held for 30 days. See Item 1 of this Addendum.

Item 8                    **Question:** Are there any restrictions or guidelines for storing materials in advance on OSU property?

**Answer:** There are no restrictions about storing flooring materials in advance of on OSU property. As long as the project has room for it. Section E of the General Conditions gives guidelines for Payment of stored materials. Section J.2 of the General Conditions also provides information on stored materials.

Item 9                    **Question:** Is this a mandated contract or can the University look at other national contracts such as Sourcewell, Omnia or E&I to fulfill their procurement needs if this appears to be of equal or better value? If so, which national contract(s) are preferred by the University?

**Answer:** This Request for Qualifications (RFQ) process to retain qualified contractors to provide various flooring types from a variety of manufactures, flooring installation services, and flooring repair services. OSU departments are not mandated to use the Master Contract. If alternate contracts are proposed at the time the department is requesting services they will have to be reviewed for compliance with OSU purchasing standards. OSU doe not have a preferred National Contract.

- Item 10                    **Question:** Is there any sustainability or environmental criteria for any product categories and if so, how do you want to see the data? EPD or HPD or other?
- Answer:** Refer to the RFP and the attached Oregon State University Design and Construction Standards Division 9: Finishes Section 09 60 00: Flooring.
- Item 11                    **Question:** Does the University see value in creating a specification criterion that is generic that would differentiate the different product necessary for different areas of the campus?
- Answer:** No. Specifications are listed in the RFP. Projects determine the type of flooring based on their needs.
- Item 12                    **Question:** Will the Buy Orange Contract be renewed in 2025?
- Answer:** There is no BuyOrange Contract. Currently, OSU has two (2) separate Master Contracts for Floor coverings (Master Contracts).
- Item 13                    **Question:** Will this contract have any influence with the master flooring contract for suppliers that can be used for future projects with the University?
- Answer:** This RFQ process will result in the Master Contract(s) for Flooring for OSU.

END OF ADDENDUM NO. 1

## Section 09 60 00: Flooring

### 1. REQUIREMENTS

- A. All floor coverings must be asbestos free.
- B. Material manufactured overseas shall be certified to be asbestos free prior to delivery. Low VOC adhesives shall be used for flooring installation.
- C. Indoor hallways, classrooms, elevators, dining rooms -- vinyl tile, rubber, terrazzo, polished concrete, or linoleum flooring. Restrooms -- Ceramic or seamless flooring. Modular carpet is acceptable in classrooms needing acoustic dampening.
- D. Resilient Flooring: Chemical-use laboratories, glass wash or other areas where liquids are used or stored shall have watertight flooring. Provide seam sealed sheet vinyl or linoleum flooring or equivalent with at least a 4-inch continuous cove. Flooring material to be compatible with the chemicals or other materials to be used or stored and to be a tested and recognized flooring material for the anticipated use.
- E. Modular carpet (carpet tiles) should be used. No wall-to-wall carpet shall be installed. The number of transitions from hard to soft flooring shall be minimized. Avoid installing carpet on concrete below grade, or on basement floors, or in high use hallways. Carpet tiles in high traffic areas need to be glued down.
- F. Color will be determined on a case by case basis; however, attempts should be made to coordinate the existing color scheme. Extra materials overage of 2-5% will be provided. Materials should require minimum maintenance and should comply with industry cleaning standards methods.
- G. No raised flooring floor coverings.
- H. Underlayment: Follow the manufacturer's requirements where wood underlayment is required under carpet, or sheet goods. Engineered plywood underlayment with screw anchoring minimum 12" on center (O.C.) in field and minimum 10" O.C. at seams and edges.
- I. Polished or stained concrete in public areas shall be considered. Unfinished or unsealed concrete flooring or stairways are prohibited inside buildings.
- J. Concrete sealer shall be applied to concrete slabs where fully adhered modular carpet, resilient flooring or tile will be installed. No sealer is required of other floor coverings.
- K. Flooring choices must take into consideration traction and slip-resistant properties to minimize incidents.
- L. Stair treads: Provide non slip color contrast material at stair nosing per ADA standards. Flat and smooth rubber tile or sheet flooring is preferred; no raised disc or dots.
- M. Walk-off mat systems: integral to a recessed floor require Owner approval. If approved, the walk-off mats are to be Contractor Furnished Contractor Installed (CFCI).