

**CITY OF HOUSTON
SCOPE OF WORK
FOR
INSTALLATION OF TILE
FOR THE
GENERAL SERVICES DEPARTMENT**

It is the intent of the City of Houston to solicit the lowest and best responsible bid or price under competitive conditions.

Prospective bidders are advised that this bid is not to be considered restricted to any referenced manufacturer and all bidders are specifically directed to informal bid terms of the "General Conditions of Bidding".

1.0 SCOPE OF WORK:

Work under this contract shall include the furnishing of all labor, equipment, supplies, parts, tools, transportation, supervision, bonds and necessary insurance for "Installation of Tile" at Houston Fire Station #56 located at 5820 E. Little York, Houston, TX 77016.

Furnish and Installation of Tile involves the following:

- 1.1 See attached floor plan of Fire Station # 56. Rooms receiving new Tile are: 1) All bathrooms; 2) Watch Office; 3) Locker room; 4) Hallways; 5) Closet at hallway; 6) Kitchen; 7) Dining Area.
- 1.2 The Contractor shall be responsible for verifying square footage of all rooms and the amount of materials needed and verify that surfaces are ready to receive work.
- 1.3 Floor Tile will be Daltile "Colorbody" Porcelain, Continental Slate series, Tuscan Blue CS56 color. Tile will be applied in a modified hopscotch pattern utilizing different tile sizes: 18 x 18, 12 x 18, 12 x 12 and 6 x 6. Grout will be Tex Rite # 32 Gray or equivalent and 3/16" width.
- 1.4 Shower floor tile will be same style and color as above except the size will be 6 x 6.
- 1.5 Wall Tile will be located in Bathrooms only.
- 1.6 Bathroom wall tile is from floor to ceiling and will be Daltile "Colorbody" Porcelain, Continental Slate series, Egyptian Beige CS50 color, size 6 x 6. Tile will be applied in a brick pattern. Grout will be Tex Rite # 49 Antique White or equivalent and 3/16" width. There will also be a 4" horizontal decorative accent border of Daltile "Colorbody" Porcelain, Continental Slate series, CS74 pattern. Border will be approximately 4' above floor, but below light switch.
- 1.7 Wall Tile in showers only will be Daltile "Colorbody" Porcelain, Passaggio series, Sorano Brown PA32 color, size 6 x 6 and in a brick pattern. There will also be a 4" horizontal accent border same style and pattern as above and same height.
- 1.8 Bottom row of wall tile at floor shall not be a sanitary cove style.
- 1.9 All bathroom ceilings including showers will not have tile. They shall be exposed sheetrock and painted by a City crew.
- 1.10 Beginning of installation means installer accepts condition of existing substrate.
- 1.11 Protect surrounding work from damage or disfiguration.
- 1.12 Vacuum clean existing substrate and damp clean if necessary. Seal substrate surface cracks with filler. Level existing substrate surfaces to acceptable flatness tolerance per City of Houston GSD Representative approval.
- 1.13 Tile Contractor is responsible for shower mortar bed application per City Code including vinyl shower pan. Mortar bed should have a slope of one-quarter inch (1/4") per foot from wall to drain.
- 1.14 Contractor shall insure that floor tile is flush with top of drain for proper drainage.

- 1.15 Apply adhesive and grout in accordance with manufacturers instructions and to HCA Handbook for Ceramic Tile Installation.
- 1.16 Maintain industry standard tolerances for levelness of floor tile, keeping all tiles even with next tile.
- 1.17 Unacceptable tiles shall be replaced at contractors expense.
- 1.18 Sound tile after setting and replace hollow sounding tiles.
- 1.19 Allow tile to set for a minimum of 48 hours prior to grouting.
- 1.20 Apply grout sealer to all tiles per manufacturers directions.
- 1.21 Where applicable, use an acceptable metal transition strip (reducer) to meet owner's approval.
- 1.22 Contractor is responsible for maintaining a clean work area at all times and clean up after installation
- 1.23 All work to coordinated with other trades though the City of Houston GSD field supervisor.

2.0 MATERIALS:

- 2.1 Materials meets or exceeds the standard in the industry for improvement for the services to be performed and conforms with respects to the specifications.

3.0 QUALITY ASSURANCE:

- 3.1 Should any material be found defective, not meeting specifications, or that which has not been approved in writing by the owner shall, upon discovery (including any time within the period of the guarantee), be replaced with the specified equipment or material at no additional cost to the City.

4.0 WARRANTY:

- 4.1 The Contractor shall guarantee all of the work that is performed under this contract, including all materials, workmanship, for a minimum of one (1) year from the date of full acceptance of the work.

5.0 DISCREPANCIES:

- 5.1 If there are discrepancies in the specifications, the Contractor shall ask for a clarification from the City prior to bid opening.
- 5.2 If no clarification is requested, the City's judgement shall rule.

6.0 INSURANCE:

- 6.1 Contractor must comply with the City of Houston insurance requirements, provide insurance certificate, and drug policy forms within three (3) days of request.

7.0 BONDS:

- 7.1 Contractor to provide Performance, Payment, and Maintenance Bonds for 100% of award amount of \$25,000 or more.

8.0 WORKMANSHIP:

- 8.1 All work shall be performed and completed in a thorough, workmanlike manner and in accordance with the latest proven practices of the trade by thoroughly skilled and experienced workmen.

9.0 PERMITS:

- 9.1 Unless specifications state otherwise successful Contractor shall be responsible for securing any and all permits for proposed work. Any fee charged for these permits shall be the responsibility of the Contractor and not the City of Houston.

10.0 SITE VISIT:

- 10.1 All prospective bidders are encouraged to arrange and attend a site visit to Clarify the actual scope of work to be done. Failure of a bidder to arrange and attend a site visit shall not constitute grounds for later claim against the City.
- 10.2 The successful bidder's product shall be supported by an authorized service facility for securing replacement material without undue delay.
- 10.3 Any revisions to be incorporated into this solicitation document arising from discussions before, during and subsequent to the site visit conference will be confirmed in writing by Letter(s) of Clarification prior to the bid due date. Verbal responses will not otherwise alter the specifications, terms and conditions as stated herein.

City of Houston Contact for questions/concerns: **Keith Andrews/713-859-3170 or Robert Riebeling/713-247-4889**

11.0 TERMINATION OF AGREEMENT:

- 11.1 This Contract may be terminated by the City Purchasing Agent upon fifteen (30) days notice in writing, if the materials and/or services furnished do not conform to the standard set forth herein; or if the deliveries and servicing of this Contract do not conform to the requirements detailed herein.

12.0 CONTRACT COMPLETION:

- 12.1 The Contractor shall complete this contract within 15 (fifteen) business days of starting date of work.

13.0 CLEAN-UP:

- 13.1 Unless specifications state otherwise at the completion of all work, Contractor shall remove from the area all trash, rubbish, and debris caused by its operations, leaving the job site clean.

14.0 PRODUCT LITERATURE/SPECIFICATION SHEETS:

- 14.2 To evaluate bids, the user department and the City purchasing staff may require product literature/specification sheets. When required, the bidders(s) should submit the requested product literature/specification sheets within five (5) calendar days from date of request.

- 14.2 **FAILURE ON BIDDER'S PART TO FURNISH THE REQUESTED TECHNICAL DATA IN THE TIME LIMIT GIVEN ABOVE MAY BE CAUSE FOR REJECTION OF THE BID.**

NOTE: SELECTED LOW BID CONTRACTOR MEETING "SCOPE OF WORK" MUST COMPLY WITH THE CITIES "CONSTRUCTION WAGE SCALE" AND SUBMIT "CERTIFIED" PAYROLL RECORDS" FOR AWARDS OF \$2,000 OR MORE.