

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: November 18, 2020

SUBJECT: Bid Award for Purchase and Installation of Carpet

PRESENTER: Marcus Jones, County Engineer

ATTACHMENTS:

- I. Bid Tabulation
- II. Publishers Affidavit
- III. Leicester Flooring Proposal
- IV. Professional Business Interiors Inc. (PBI Inc.) Proposal

SUMMARY OF REQUEST:

The Board is requested to approve the bid and authorize Facility Services to proceed with the purchase and installation of carpet at multiple County locations. Bidding was conducted between September 23, 2020 and October 14, 2020. The bid packet submitted by Leicester Flooring was initially the lowest price; however, after review of their bid it was determined that there were omissions, as noted in the bid tabulation, that resulted in Leicester Flooring withdrawing their bid. Professional Business Interiors Inc. was the next lowest bidder and had no omissions in their bid.

The purchase and installation of carpet at multiple County locations was approved as part of the Facility Services Planned Projects budget for Fiscal Year 2021. There is sufficient budget available for these projects.

BOARD ACTION REQUESTED:

The Board is requested to accept the bid from Professional Business Interiors Inc. (PBI Inc.) in the amount of \$109,580.00 for the purchase and installation of carpet as specified and authorize Facility Services to proceed with the execution of the work.

Suggested Motion:

I move the Henderson County Board of Commissioners to accept the bid from Professional Business Interiors Inc. (PBI Inc.) for the purchase and installation of carpet as specified and authorize Facility Services to proceed with the execution of the work.

Bid Tabulation

Formal Bid: Purchase & Installation of Carpet Opened October 14, 2020 at 3:00 PM

Vendor Name	Carpet	Baseboard	Installation	Moving of Furniture	Total Bid Price	Difference from Low Bid	Notes
Leicester Flooring	\$ 69,127.29	\$ 8,460.00	\$ 23,217.25	\$ 8,635.00	\$ 109,439.54		Bid Withdrawal-Omission of Room in pre-bid;Omission of Freight and Taxes
PBI Inc	\$ 77,573.85	\$ 4,319.64	\$ 20,053.33	\$ 7,633.18	\$ 109,580.00	\$ 140.46	Unit Price was determined by the Extended Cost divided by the Square Footage. Unit price cannot be utilized to derive extended cost due to rounding errors.
Southern Carpets Inc	\$ 103,060.90	\$ 10,079.40	\$ 21,438.73	\$ 7,693.30	\$ 142,272.34	\$ 32,832.80	



P.O. Box 1276
Hendersonville, NC 28793
Phone: (828) 698-0407
E-mail: legals@hendersonvillelightning.com
Web: hendersonvillelightning.com

September 23, 2020

Doug Guffey
Purchasing Agent
Historic Courthouse Annex
113 N. King Street
Hendersonville, NC 28792

Advertisement for Sealed Bids: Furnishing and Installation of Carpet

I, William L. Moss, affirming the following under the penalties of perjury state:

I am editor and publisher of the *Hendersonville Lightning*, a newspaper published, issued and entered as periodical mail in the City of Hendersonville, County of Henderson and State of North Carolina. I hereby certify that the advertisement annexed hereto was published in the editions of the *Hendersonville Lightning* on the following date or dates:

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And that the said newspaper in which such notice, paper, document or legal advertisement was published was, at the time of each and every such publication, a newspaper meeting all of the requirements and qualifications of Section 1-597 of the General Statutes of North Carolina and is a qualified newspaper within the meaning of Section 1-597 of the General Statutes of North Carolina.

This 23rd day of September, 2020.

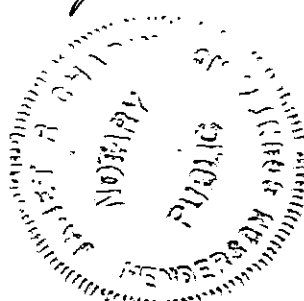
(Signed)

Sworn to and subscribed before me this 23rd day of September, 2020.

Janet R. Chapin

Notary Public

My commission expires December 11, 2024.



**ADVERTISEMENT FOR SEALED BIDS
HENDERSON COUNTY
PUBLIC NOTICE**

The County will accept sealed bids for the furnishing and installation of carpet at multiple county locations as specified until 3:00 PM EST, Wednesday, October 14, 2020 at the Henderson County Finance Department, 113 North Main Street, Hendersonville, NC 28792 where the bids will be publicly opened and read aloud. Bids must be sealed and visibly labeled as "Formal Bid: Carpet Multiple County Locations". The furnishing of the carpet and installation must conform to the specifications provided and will be awarded based upon the lowest responsive responsible bidder standard. A copy of the bid package may be obtained from the Henderson County Finance Department between the hours of 9:00 AM and 4:00 PM, Monday through Friday, excluding Holidays, or on Henderson County's website at <https://www.hendersoncountync.gov/search/site/bids>. Bidders with questions regarding specifications or the bid process may be referred to Doug Guffey, Purchasing Agent, at 828-694-5023. Henderson County reserves the right to reject any and/or all bids received, or to select the bid which, in our opinion, is in the best overall interest of the County.

Doug Guffey,
Purchasing Agent
Henderson County
Finance Department

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PROPOSAL

The undersigned, as bidder, hereby declares that this proposal is made without connection with any other person, company, or parties making a similar bid or proposal, and that the proposal is in all respects fair and in good faith, without collusion or fraud.

The bidder has carefully examined the annexed form of specifications and instructions to bidders and hereby declares that he will furnish the products and labor called for in the manner prescribed in the specifications and instructions to bidders for the following prices:

Table A: CARPET (SHAW UNIFY)			
LOCATION	SQUARE FOOTAGE	UNIT PRICE CARPET (PER SQUARE FOOT)	EXTENDED COST
CLERK OF COURT - <i>Per Chris 2 Fuse Cpt tile</i>	5805 sf	3.56	20665.80
PERMIT DEPARTMENT	1107 sf	3.33	3686.31
DSS MAIN HALLWAY	2403 sf	↓	8,001.99
FINANCE DEPARTMENT	2259 sf		7,522.47
COOPERATIVE EXTENSION OFFICES	3411 sf		11,358.63
HEALTH DEPARTMENT ADMIN	2880 sf		9,540.40
HEALTH DEPARTMENT WIC	2493 sf		8,301.69
Table A Total			69,127.29

Table B: 4" BASEBOARD			
LOCATION	LINEAR FOOTAGE	UNIT PRICE BASEBOARD (PER LINEAR FOOT)	EXTENDED COST
CLERK OF COURT	1080 lf	1.50 lf	1,620.00
PERMIT DEPARTMENT	360 lf	↓	540.00
DSS MAIN HALLWAY	720 lf		1,080.00
FINANCE DEPARTMENT	480 lf		720.00
COOPERATIVE EXTENSION OFFICES	1,200 lf		1,800.00
HEALTH DEPARTMENT ADMIN	960 lf		1,440.00
HEALTH DEPARTMENT WIC	840 lf		1,260.00
Table B Total			8,460.00

(Uninstalled Price)

TABLE C: INSTALLATION			
LOCATION	NO. OF LABOR HOURS	UNIT PRICE (PER LABOR HOUR)	EXTENDED COST
CLERK OF COURT			6,785.25
PERMIT DEPARTMENT			1,266.25
DSS MAIN HALLWAY			2,799.50
FINANCE DEPARTMENT			2,581.25
COOPERATIVE EXTENSION OFFICES			3,821.25
HEALTH DEPARTMENT ADMIN			3,205.00
HEALTH DEPARTMENT WIC			2,758.75
Table C Total			23,217.25

Does not include figures for LVT in Lobby.

TABLE D: MOVING OF FURNITURE			
LOCATION	NO. OF LABOR HOURS	UNIT PRICE (PER LABOR HOUR)	EXTENDED COST
CLERK OF COURT			2,138.50
PERMIT DEPARTMENT			430.50
DSS MAIN HALLWAY			N/A
FINANCE DEPARTMENT			2,650.00
COOPERATIVE EXTENSION OFFICES		includes jacking up cubicle walls →	1,326.50
HEALTH DEPARTMENT ADMIN			1,120.00
HEALTH DEPARTMENT WIC			969.50
Table D Total			8,635.00

Total of Tables A, B, C and D

\$ 109,439.59

PLEASE NOTE BID PRICES AND SPECIFICATIONS SHALL BE FULLY ENFORCEABLE FOR 90 DAYS AFTER THE BID DUE DATE UNLESS NOTED BELOW

Warranty period: 2 years
on labor

Jeannie Edwards
Printed Name of Firm Representative

Leicester Floorings
Name of Firm Submitting Proposal

Jeannie Edwards
Signature of Firm Authorized Representative

1229 7th Avenue West
Firm Address

Hendersonville Store manager
Title

828-233-0500
Telephone Number

jeannie@leicestercarpet.com
Email Address

PROPOSAL

The undersigned, as bidder, hereby declares that this proposal is made without connection with any other person, company, or parties making a similar bid or proposal, and that the proposal is in all respects fair and in good faith, without collusion or fraud.

The bidder has carefully examined the annexed form of specifications and instructions to bidders and hereby declares that he will furnish the products and labor called for in the manner prescribed in the specifications and instructions to bidders for the following prices:

Table A: CARPET (SHAW UNIFY)			
LOCATION	SQUARE FOOTAGE	UNIT PRICE CARPET (PER SQUARE FOOT)	EXTENDED COST
CLERK OF COURT	5,805 sqft	\$3.36	\$19,537.29
PERMIT DEPARTMENT	1,080 sqft	\$3.41	\$3,683.54
DSS MAIN HALLWAY	2,565 sqft	\$3.38	\$8,691.95
FINANCE DEPARTMENT	2,205 sqft	\$3.39	\$7,486.93
COOPERATIVE EXTENSION OFFICES	3,195 sqft	\$3.38	\$10,807.61
HEALTH DEPARTMENT ADMIN	3,060 sqft	\$3.38	\$10,352.30
HEALTH DEPARTMENT WIC	5,040 sqft	\$3.37	\$17,014.23
Material, Freight, Tax Table A Total			\$77,573.85

Table B: 4" BASEBOARD			
LOCATION	LINEAR FOOTAGE	UNIT PRICE BASEBOARD (PER LINEAR FOOT)	EXTENDED COST
CLERK OF COURT	960	\$0.76	\$735.12
PERMIT DEPARTMENT	360	\$0.76	\$275.67
DSS MAIN HALLWAY	720	\$0.76	\$552.15
FINANCE DEPARTMENT	360	\$0.76	\$275.67
COOPERATIVE EXTENSION OFFICES	960	\$0.76	\$735.12
HEALTH DEPARTMENT ADMIN	840	\$0.76	\$643.23
HEALTH DEPARTMENT WIC	1,440	\$0.76	\$1,102.68
Material, Tax Table B Total			\$4,319.64

TABLE C: INSTALLATION			
LOCATION	NO. OF LABOR HOURS	UNIT PRICE (PER LABOR HOUR)	EXTENDED COST
CLERK OF COURT	89.60	\$47.90	\$4,291.96
PERMIT DEPARTMENT	20.57	\$47.90	\$985.68
DSS MAIN HALLWAY	56.03	\$47.90	\$2,683.84
FINANCE DEPARTMENT	38.73	\$47.90	\$1,855.34
COOPERATIVE EXTENSION OFFICES	60.41	\$47.90	\$2,893.81
HEALTH DEPARTMENT ADMIN	57.39	\$47.90	\$2,749.22
HEALTH DEPARTMENT WIC	95.89	\$47.90	\$4,593.48
Demo, Installation, Adhesive, Reducers, Tax Table C Total			\$20,053.33

TABLE D: MOVING OF FURNITURE			
LOCATION	NO. OF LABOR HOURS	UNIT PRICE (PER LABOR HOUR)	EXTENDED COST
CLERK OF COURT	38.61	\$47.90	\$1,849.44
PERMIT DEPARTMENT	3.43	\$47.90	\$164.39
DSS MAIN HALLWAY	0.85	\$47.90	\$41.90
FINANCE DEPARTMENT	31.42	\$47.90	\$1,505.38
COOPERATIVE EXTENSION OFFICES	20.16	\$47.90	\$965.82
HEALTH DEPARTMENT ADMIN	26.25	\$47.90	\$1,257.62
HEALTH DEPARTMENT WIC	38.61	\$47.90	\$1,849.44
Labor and Tax Table D Total			\$7,633.18

Total of Tables A, B, C and D

\$ 109,580.00

PLEASE NOTE BID PRICES AND SPECIFICATIONS SHALL BE FULLY ENFORCEABLE FOR 90 DAYS AFTER THE BID DUE DATE UNLESS NOTED BELOW

Warranty period: Lifetime Commercial
Limited Warranty /
1 year Labor

PBI, Inc

Name of Firm Submitting Proposal

123 Sweeten Creek Rd, Suite A
Asheville NC 28803


Firm Address

828-277-7001

Telephone Number

Emily Sluder

Printed Name of Firm Representative



Signature of Firm Authorized Representative

Flooring Account Manager

Title

emilys@pbiasheville.com

Email Address