

# ***Request for Proposal***



**Flooring – HS Hallways, locker rooms and new construction areas**

**Oak Grove R-VI School District**

### **Information**

The Oak Grove R-VI School District is requesting a proposal from qualified providers for the installation of resinous flooring in Oak Grove High School hallways, cafeteria, renovated locker rooms, and new construction areas totaling 35,812 sq ft (26,499 sq ft is current concrete where vct has been removed and the remaining 9,313 sq ft is new construction concrete flooring). Installation Bids should include warranty information, expected product durability, and product type.

Please include a minimum of 3 recently completed projects in the region.

All submitted quotes should be labeled "High School Flooring" and will be considered property of Oak Grove School District. The Request For Proposal does not commit the District to any specific course of action.

### **Required Proposal Format and Content**

The quote should contain the following sections in the order presented below. Quotes that do not include these sections may be considered non-responsive and as such may not be considered.

1. Bid/Proposal/Quotation submitted and including:
  - a. Company Name
  - b. Authorized name/Title
  - c. Authorized Signature
  - d. Contact individual
  - e. Date
  - f. Phone/Fax/Email information
  
2. Total Cost of Project (lump sum) with scope of work itemized, including:
  - a. Specific material used and expected lifespan of use
  - b. Cost of floor preparation and removal of baseboard where applicable
  - c. Estimated cost of repairs, current conditions and possible unforeseen conditions
  
2. Warranty Information including terms, conditions, duration and limits

### **School District**

Oak Grove R-VI School District  
601 SE 12th St.  
Oak Grove, Mo. 64075

*Oak Grove R-VI School District  
816-690-4156  
601 SE 12th St.  
Oak Grove, Mo. 64075*

**District Contact/Submit Quotes:**

Mrs. Mindy Hampton  
Superintendent  
601 SE 12th St.  
Oak Grove, Mo. 64075  
816-690-4156  
mhampton@ogr6.org

**Proposal Due Date and Opening Time**

In order to be considered, one (1) copy of the quote must be received by Oak Grove R-VI Schools at the address stated below by personal delivery, by U.S. Mail, or email by the following date and time:

Oak Grove R-VI Administrative Offices  
601 SE 12<sup>th</sup> St  
Oak Grove, Missouri 64075

June 11, 2025 - 12:00pm

An informal opening will take place at this time. **Attendance is NOT required.**

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### **On Site Walk Through**

Contractors may be on site and inspect the area\*

Wednesday, June 4, 2015 10:00am

\*If contractors are not available at this time, you may inspect the area through appointment only by contacting Mindy Hampton directly as stated above.

### **Overview**

The Oak Grove R-VI School District is requesting a proposal from qualified providers for the installation of resinous flooring in Oak Grove High School hallways, cafeteria, renovated locker rooms, and new construction areas totaling approximately 37237 sq ft. Please include any warranty information, coping or transition material to walls. Final color of the floor has not been determined but please indicate in bids if pricing is different due to colors or multiple colors.

### **District Terms**

Proposals will be dated and time stamped upon receipt by the Oak Grove R-VI School District.

The District reserves the right to waive minor technical defects in a bid, reject any and all bids, reject any part of a bid, advertise for new bids, or make the purchase on the open market if the product or service can be obtained at a better price.

The District reserves the right to design the evaluation criteria to be used in selecting the best bid.

The District reserves the right to provide the final contract for mutual consideration and agreement.

Should any differences arise as to the meaning or intent of the specifications, the District's decision shall be final and conclusive.

If the scope of the purchase changes substantially, the district will rebid the product or service unless otherwise provided in this procedure.

The District reserves the right to reduce or increase numbers of items or services for the original request for bid/proposal/quote.

Proposals including any additional information other than what is requested may be rejected.

Proposals not following indicated format and/or incomplete may be rejected.

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The District reserves the right, after opening the Proposals, to reject any or all of the Proposals, or to accept the Proposal that, in its sole judgment, may be in the best interest of the District.

Any bid may be withdrawn prior to the scheduled time for the opening of bids. Any bid received after the time and date specified shall not be considered.

Federal and State laws, Local ordinances and Board policies apply to contracted services. No portion of any master service agreement or contract may defy these laws, ordinances, and policies. Any such portion of a master service agreement or contract that does defy these laws, ordinances, and policies will be considered null and void.

Bids will include a total cost of the project start to finish (lump sum) including disposal, transportation, storage or any unforeseen conditions.

### **Payment and Retainage**

The District is exempt from sales tax and use taxes. Taxes shall not be listed in a bid/proposal/quote or on invoices. A copy of the letter exempting the District from paying these taxes is available from the District upon request by the contractor/vendor.

A payment schedule shall be decided on with the chosen contractor. Said schedule shall be part of the contract between the contractor and District.

There shall be no hidden costs associated with this bid/proposal/quote. If the contractor foresees any additional or unexpected costs or charges to be made, these charges need to be explained in the bid/proposal/quote.

Purchasing and payments shall be in accordance with Board policy DJF as outlined in administrative procedure DJF-AP1. This procedure can be found on the District website.

### **Selection Process and Minimum Requirements**

The contractor/vendor/company/firm shall conform to the requirements listed in this request.

The selected contractor/vendor/company/firm shall have the responsibility to ensure that the products and services that are delivered and installed to the District, match the request and the specifications listed.

The contractor/vendor/company/firm shall have responsibility for any damage incurred during transit, storage and installation of the product in its entirety.

The selected contractor/vendor/company/firm shall not increase pricing after submitting their bid.

The Scope of Work or need for additional information must be submitted prior to the proposal due date to: Mindy Hampton [mhampton@ogr6.org](mailto:mhampton@ogr6.org)

Specs:

Premium 4 coat flake system

Area description existing flooring:	Square Footage:
Front hallway	5737
Freshman hall	1535
Band hall	1113
Facs Hall	962
Middle concrete hall	2451
Junior hall	1998
Back hall	1996
Senior hall	2151
main entry	667
cafeteria	4453
panther logo spot	397
Timeline hall	501
3 middle restrooms	2538
Total existing flooring	=26,499 sq ft

Area description new construction:	Square Footage:	LF base
Ticket booth	112	44
concessions area	615	100
Mop area	22	18

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family restroom	71	34
restroom vestibule	243	64
women's restroom	416	62
mens restroom	416	62
unisex restroom	47	27
locker passage	245	78.9
locker room corridor	155	51
referee breakroom	78	35
referee toilet room	46	27
Hydro therapy	177	52
Unisex restroom	76	35
webster training room	550	
corridor	441	97.5
athletic training room	523	95.4
boys varsity locker room	1471	146
boys varsity restroom	230	61
boys PE lockerroom	674	104
coaches office	158	52
coaches office rest room	50	30
locker passage	105	44
boys pe restroom	208	58
PE entry	55	32
locker passage	148	51
girls pe restroom	215	59
girls pe locker room	447	85



coaches office	167	52
coaches rest room	48	28
girls varsity locker room	796	113
girls varsity restroom	257	65
locker passage	78	29
Total	= 9,313 sq. ft.	1891.8

[Floor plans for new construction areas:](#)