



2441 Old Springville Rd, Birmingham, AL 35215  
205-680-1223

## **Request for Quotes**

### **Flooding Event Flooring Repair**

#### **Clay Senior Center – Hallway Area**

The City of Clay is requesting quotes from qualified contractors for flooring repair at the Clay Senior Center following a flood.

#### **Project Location**

**Clay Senior Center**  
City of Clay, Alabama

#### **Project Background**

A flooding event affected a hallway area at the Clay Senior Center. The affected hallway is approximately **6 feet by 20 feet** and is currently finished with carpet tile. The carpet tiles have buckled due to moisture exposure, and the existing ceramic tile is located beneath them.

The city has replacement tiles on hand and intends for those tiles to be used for the repair, if suitable.

#### **Scope of Work**

The selected contractor shall provide all labor, tools, equipment, materials not already supplied by the City, and supervision necessary to complete the following work:

1. Inspect the affected hallway area, approximately **6' x 20'**.
2. Remove and properly dispose of buckled or damaged carpet tiles.
3. Inspect the existing ceramic tile substrate beneath the carpet tile.
4. Confirm that the surface is clean, dry, sound, and suitable for installation.
5. Prepare the floor surface as needed for proper installation.
6. Install replacement flooring using the **tiles currently on hand** and provided by the city.

7. Furnish any required adhesives, transition strips, patching materials, or related supplies not provided by the City.
8. Ensure the repaired area is level, secure, safe for foot traffic, and free from tripping hazards.
9. Clean the work area and remove all debris upon completion.

### **Contractor Responsibilities**

The contractor shall:

- Field verify all measurements before submitting a quote.
- Identify any moisture-related concerns before installation.
- Notify the City of any conditions that may affect the quality or durability of the repair.
- Provide a quote that separates labor, materials, and any additional recommended work.
- Complete the work in a manner that minimizes disruption to Senior Center operations.
- Maintain appropriate insurance, licenses, and qualifications required for this type of work.

### **Quote Requirements**

Quotes should include:

- Contractor name, address, phone number, and email.
- Total price for the work.
- Itemized breakdown of labor and materials.
- Estimated start date and completion timeframe.
- Confirmation that the contractor has inspected or will inspect the site before beginning work.
- Any exclusions, assumptions, or conditions.
- Warranty information, if applicable.
- Proof of insurance, if requested by the City.

### **Site Conditions**

The affected area is a hallway approximately **6 feet wide by 20 feet long**. Carpet tile was installed over existing ceramic tile. The carpet tile buckled following the flooding event.

Contractors are responsible for verifying the condition of the existing ceramic tile and determining the proper preparation method before installation.

**Submission Instructions**

Quotes should be submitted to:

**City of Clay**

Attention: Mrs. Petty

Email: bpetty@clayalabama.org

Phone: 205-680-1223

Quotes are due by:

**Date:** \_\_\_\_\_

**Time:** \_\_\_\_\_

**Reservation of Rights**

The City of Clay reserves the right to reject any or all quotes, waive informalities, request clarification, and award the work in the best interest of the City. The lowest quote may not be selected if the city determines that another quote offers better value, qualifications, availability, or a better project approach.

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