

City of Saint John

TENDER

Tender # 2022-082601T SJFPL – 2022 Library Upgrade

Sealed tenders, hand delivered or couriered, addressed to Monic MacVicar, CCLP, CPPB, Supply Chain Management, 1st Floor – 175 Rothesay Avenue, Saint John, NB, E2J 2B4, and marked on the envelope:

“Tender # 2022-082601T SJFPL – 2022 Library Upgrade”

will be received until 2:30:00 pm, Tuesday, May 17th, 2022 for the supply and labor necessary to install flooring at the Saint John Free Public Library in accordance with the enclosed specifications, terms and conditions.

In light of the current Covid-19 pandemic, there will be no public opening. Tenders will be opened by the Tender Opening Committee, in the second-floor boardroom, 175 Rothesay Avenue, Municipal Operations Complex, immediately following the tender closing time. **Bidders may attend remotely by Teams invitation.**

The lowest or any tender not necessarily accepted.

**Monic MacVicar, CCLP, CPPB
Supply Chain Management**

Issued: Tuesday, April 26th, 2022

T E N D E R
Tender # 2022-082601T
SJFPL – 2022 Library Upgrade

SCOPE OF WORK:

The City of Saint John is soliciting tenders from qualified bidders to supply all material and labor necessary to install flooring at our Saint John Free Public Library located at 1 Market Square, as per the specification, terms and conditions outlined in this document and attached drawings in Appendix A.

A pre-bid site visit will be held on Tuesday, May 3rd, 2022, at 11:00:00 AM. All bidders are strongly urged to attend. Meet at the entrance of the library.

SPECIFICATIONS:

See Appendix A.

TERMS AND CONDITIONS

Governing Law, Trade Treaties and Policies

This procurement will be in accordance with the laws of the province of New Brunswick and the federal laws of Canada.

This procurement is also subject to the following Policies, Legislation and Internal Trade Agreement(s) including:

- Atlantic Trade and Procurement Partnership (ATAPP)
- New Brunswick Procurement Act and Regulation 2014-93
- City of Saint John Policy for the Procurement of Goods, Services and Construction

Submission Instructions

Sealed tenders, hand delivered or couriered, addressed to Monic MacVicar, CCLP, CPPB, Supply Chain Management, 1st Floor – 175 Rothesay Avenue, Saint John, NB, E2J 2B4, and marked on the envelope::

“Tender # 2022-082601T
SJFPL – 2022 Library Upgrade”

will be received until 2:30:00 pm, Tuesday, May 17th, 2022 for the supply and labor necessary to install flooring at the Saint John Free Public Library in accordance with the enclosed specifications, terms and conditions.

Enquiries

Bidders shall promptly examine the bid documents and report any errors, omissions or ambiguities and may direct enquiries or seek additional information in writing by email before the deadline for enquiries to the Authorized Enquiries Contact as set out below. No such communications are to be directed to anyone other than the Authorized Enquiries Contact.

Authorized Enquiries Contact

Monic MacVicar, CCLP, CPPB
Supply Chain Management
City of Saint John
Email: supplychainmanagement@saintjohn.ca

It is the Bidder's responsibility to seek clarification from the City on any matter it considers unclear. The City shall not be responsible for any misunderstanding on the part of the Bidder concerning this bid document or its process.

The City intends to confirm receipt of a bidder's communication by way of an email or facsimile in reply. If a bidder has not received a reply, the bidder may wish to resend its communication as the lack of reply may have resulted from a technical problem. The City is under no obligation to respond to enquiries or provide additional information but may do so at its sole discretion.

Responses to inquiries may be distributed to all bidders on the invitation list as having received the bid documents as of the date the response is prepared. The source of the question will not be identified in the response. Verbal information shall not be binding upon the City. Inquiries received after the deadline for enquiries will not receive a response.

Tender to be Submitted on Prescribed Form

Bidders are to submit their tender on the prescribed form contained in this document. Failure to submit on this form may result in the disqualification of the bid.

Schedule for the Bid Process

Issue Date	Tuesday, April 26 th , 2022
Job Site Meeting	Tuesday, May 3rd, 2022 at 11:00:00 AM Atlantic Time
Deadline for Enquiries	Monday, May 9 th , 2022, 4:00:00 PM Atlantic Time
Deadline for Issuing Addenda	Tuesday, May 10 th , 2022 - 4:00:00 PM Atlantic Time
Submission Deadline	Tuesday, May 17 th , 2022 - 2:30:00 PM Atlantic Time
Date of Award	Monday, May 30 th , 2022 (Tentative)

The Schedule for the bid process is tentative only and may be changed by the City in its sole discretion.

Taxes

The bid price shall be all taxes extra. The City of Saint John shall be invoiced for and pay all applicable taxes related to this bid.

Advisory Notice(s)

Periodically, the City of Saint John is required to issue clarification notices to a bid document in the form of Advisory Notices. Normally these notifications will not have a direct bearing on the cost of a project and will not influence bidding.

Bidders are responsible for obtaining all advisory notice(s) issued by the City. Advisory Notice(s) may be obtained from the City's website (www.saintjohn.ca) under the Menu option, City Hall header, then "Tender and Proposals".

Bidders are instructed to sign the Advisory Notice and return it either by fax to (506) 658-4742 or email to supplychainmanagement@saintjohn.ca prior to the closing date. Failure to comply with the instructions on an advisory may result in rejection of the bid.

Addenda

Periodically, the City of Saint John is required to issue notification of changes or corrections to a bid document by way of addenda. Normally these notifications will have direct bearing on the cost of a project and will influence bidding. Therefore, it is important that the City have assurances that bidders have in-fact received the notification(s).

Bidders are responsible for obtaining all addenda issued by the City. Addenda may be obtained from the City's website (www.saintjohn.ca) under the Menu option, City Hall header, then "Tender and Proposals".

Bidders are required to sign and include all addenda with their bid submission.

Failure to include a copy of all signed addenda with the bid submission may result in rejection of the bid regardless of whether or not the changes noted in the addendum are included in the bid submission.

Mandatory Requirements

Each submission will be evaluated to ensure that it complies with the mandatory requirements and may be rejected if it does not comply. The evaluation of mandatory requirements will confirm that:

- the submission was received prior to the applicable Submission Deadline;
- the bid submission is signed;
- the bid submission is legible;
- the bid submission does not contain a substantive qualification or conditions that are contrary to the terms of the bid document;
- the bid submission does not contain a change in price that was not initialled by the person who signed the submission; and
- the bid submission is in English;

Payment

Payment shall be based on Net 45 Days from date of invoice or receipt of goods/services, whichever is later. Invoices can either be mailed to: City of Saint John, Accounts Payable Department, P.O. Box 1971, Saint John, NB, E2L 4L1, or by email to the Accounts Payable department (accountspayable@saintjohn.ca). Vendors are to ensure invoices are not sent both ways.

Pricing

The tender prices shall include all installation wages, fringe benefits, insurance, transportation, delivery, duty, working tools, equipment costs, and any other charges incurred in order to provide required materials and/or services.

Substitutes

Substitute products will not be considered.

Verbal Agreement

No verbal agreement or conversation with any officer, agent or employee of the owner either before or after execution of the contract shall effect or modify any of the terms or obligations contained in any of the documents comprising the said contract.

Fax Tenders

Tenders received by fax WILL NOT be accepted.

Late Bids

Bids received after the time and date as shown on the request for quotation shall not be considered.

Cancelation Clause

In the event that the successful bidder does not comply with the specifications and terms and conditions of this tender, at any time throughout the duration of the contract, the City of Saint John reserves the right to cancel the contract in its entirety.

Basis for Award

A The city does not limit itself to accepting the lowest, or any tender submitted, but reserves the right to award the tender in any manner deemed to be in the City's best interest. It is the City of Saint John's intention to award this agreement to one Vendor.

No guarantee

The City makes no guarantee as to the volume of the Deliverables.

Acceptance, Revocation And Rejection Of Tenders

The bidder agrees that his tender is a firm offer to supply the goods and/or services specified herein at the quoted price, and in accordance with the terms and conditions herein contained. The bidder may revoke his tender at any time prior to the time fixed for tender opening by delivering, or causing to be delivered, written notice of revocation to the designated official at the City of Saint John. Revocation will take effect from the time the notice is actually received. A notice of revocation will not be accepted after the time fixed for tender opening.

The bid shall not be restricted by a statement added to the Tender Form, or by a covering letter, or by alterations to the tender form as supplied, unless otherwise provided herein and further, a tender form that has been altered in any way may be deemed to be a non-confirming bid and, therefore, rejected. Bidders shall be allowed to attach descriptive literature; whose sole purpose is to amplify the bid.

Due Diligence

In the event that a health and safety offence is committed, the onus falls on the employer to prove that it exercised due diligence (i.e. did everything it reasonably could) in order to avoid the offence.

When hiring contractors, the City of Saint John is responsible for ensuring compliance with Health and Safety Legislation and must make sure that the appropriate accident prevention systems are implemented in the workplace.

Therefore, if any contractor is found to be working in an unsafe manner, or outside of current legislation, he will be made to stop work immediately. Any losses which may arise as a result of this work stoppage are the responsibility of the contractor.

Failure to comply with current legislation on the part of the contractor, may lead to cancellation of this contract and any bid deposits that may be in place.

Insurance

The successful contractor shall provide evidence of the following insurance coverage:

General Liability with minimum limits of two million dollars, (\$2,000,000.00). The policy shall include:

- *operations of the contractor in connection with this tender;
- *products and completed operations coverage;
- *contractual liability with respect to this tender;
- *the City of Saint John added as an additional insured;
- *a cross liability clause;
- *non-owned automobile;
- *thirty (30) days notice of cancellation of this policy "will" be given to the City of Saint John, by the insurers;

Standard automobile insurance for owned automobiles with at least the minimum limits allowed by law. This coverage is to remain in effect for the entire time frame of the contract.

WorksafeNB Certificate and Business Corporations Act Certificate

New Brunswick Tenderers shall provide to the City a WorkSafeNB certificate which confirms proper registration and good standing with WorkSafeNB and a Business Corporations Act Certificate which confirms proper registration and good standing with the Province of New Brunswick - Corporate Affairs within five (5) Working Days following the City's notice of selection.

Out-of-province Tenderers shall provide to the City a WorkSafeNB certificate which confirms proper registration and good standing with WorkSafeNB or a letter or certificate issued under the equivalent applicable legislation in the province of origin of the Tenderer confirming extension of coverage from said legislation to the Province of New Brunswick for the term of the Contract. Subject to paragraph c), out-of-province Tenderers shall also provide a Business Corporations Act Certificate which confirms proper registration and good standing with the Province of New Brunswick - Corporate Affairs within five (5) Working Days following the City's notice of selection.

Tenderers from Nova Scotia may submit the appropriate Business Corporations Act Certificate from the Province of Nova Scotia.

Reserved Rights

The City reserves the right to:

- a) Reject an unbalanced bid submission. For the purpose of this section, an unbalanced bid submission is a bid submission containing a unit price which deviates substantially from, or does not fairly represent reasonable and proper compensation for the unit of work bid or one that contains prices which appear to be so unbalanced as to adversely affect the interests of the City. The City reserves the right to use other bids submitted in response to this bid solicitation or for other like or similar work as a guideline in determining if a bid is unbalanced.
- b) Amend or modify the scope of the Work, and/or cancel or suspend the bid award, at any time for any reason;
- c) Require bidders to provide additional information after the submission deadline to support or clarify their bid submission;
- d) Not accept any or all bids;
- e) Not accept a bid submission from a bidder who is itself, or whose principals, owners or directors are also principals, owners or directors of another entity which is, involved in litigation, arbitration or any other similar proceeding against the City;
- f) Reject any or all bid submissions without any obligation, compensation or reimbursement to any bidder or any of its team members;
- g) Withdraw this bid solicitation and cancel or suspend the bid process;
- h) Extend, from time to time, any date, any time period or deadline provided in this bid solicitation (including, without limitation, the submission deadline), upon written notice to all bidders;

- i) Assess and reject a bid submission on the basis of:
 - (i) information provided by references;
 - (ii) the bidder's past performance on previous contracts;
 - (iii) the information provided by a bidder pursuant to the City exercising its clarification rights under this bid process;
 - (iv) the bidder's experience with performing the type and scope of work specified;
 - (v) other relevant information that arises during this procurement process;

- j) Waive formalities and accept bids which substantially comply with the requirements of this bid solicitation;

- k) Verify with any bidder or with a third party any information set out in a bid submission;

- l) Disqualify any bidder whose bid submission contains misrepresentations or any other inaccurate or misleading information;

- m) Disqualify any bidder who has engaged in conduct prohibited by the bid solicitation;

- n) Make changes, including substantial changes, to the bid solicitation provided that those changes are issued by way of addenda in the manner set out in this bid document;

- o) Select any bidder other than the bidder whose bid submission reflects the lowest cost to the City;

- p) Cancel this procurement process at any stage, for any reason;

- q) Cancel this procurement process at any stage and issue a new bid solicitation for the same or similar deliverables;

- r) Accept any bid submission in whole or in part;

- s) Waive minor non-compliance with the mandatory requirements of the bid solicitation and accept the bid submission; or

- t) Accept a bid submission which contains the following errors:
 - (i) error in mathematics – whether this involves the extension of a unit price or an error in addition, the mistake will be corrected and the correct total will be used for evaluation purposes and will be binding on the bidder.

 - (ii) conflict between the written and numerical bid prices. In all cases, the total bid price will be corrected to reflect the written bid price, whether lump sum or unit price (where applicable).

- (iii) failure to include the contingency allowance in the total bid price (where applicable). If the contingency allowance was not included in the addition, the bid price shall be corrected to reflect its inclusion.

and these reserved rights are in addition to any other express rights or any other rights which may be implied in the circumstances and the City shall not be liable for any expenses, costs, losses or any direct or indirect damages incurred or suffered by any bidder or any third party resulting from the City exercising any of its express or implied rights under this bid solicitation.

By submitting a bid, the bidder authorizes the collection by the City of the information set out at paragraph i) in the manner contemplated in that subparagraph.

Limitation of Liability and Waiver

Each bidder, by submitting a bid, agrees that:

- a) Neither the City nor any of its employees, agents, advisors or representatives will be liable, under any circumstances, for any Claim arising out of this procurement process including but not limited to costs of preparation of the bid submission, loss of profits, loss of opportunity or for any other Claim; and
- b) The bidder waives any Claim for any compensation of any kind whatsoever, including Claims for cost of preparation of the bid submission, loss of profit or loss of opportunity by reason of the City's decision to not accept the bid submitted by the bidder, to award a Contract to any other bidder or to cancel this procurement process, and the bidder shall be deemed to have agreed to waive such right or Claim.

Validity Period

The bid submission constitutes an offer which shall remain open and irrevocable until 90 days after the submission deadline.

FORM OF TENDER

2022-082601T - SJFPL – 2022 Library Upgrade

The undersigned bidder has carefully examined the specifications and scope of work, and also visited the premises to become familiar with the conditions, character and extent of work.

The undersigned bidder has determined the quality and quantity of labour, materials and equipment required, and has the capability to comply with the terms and conditions herein described.

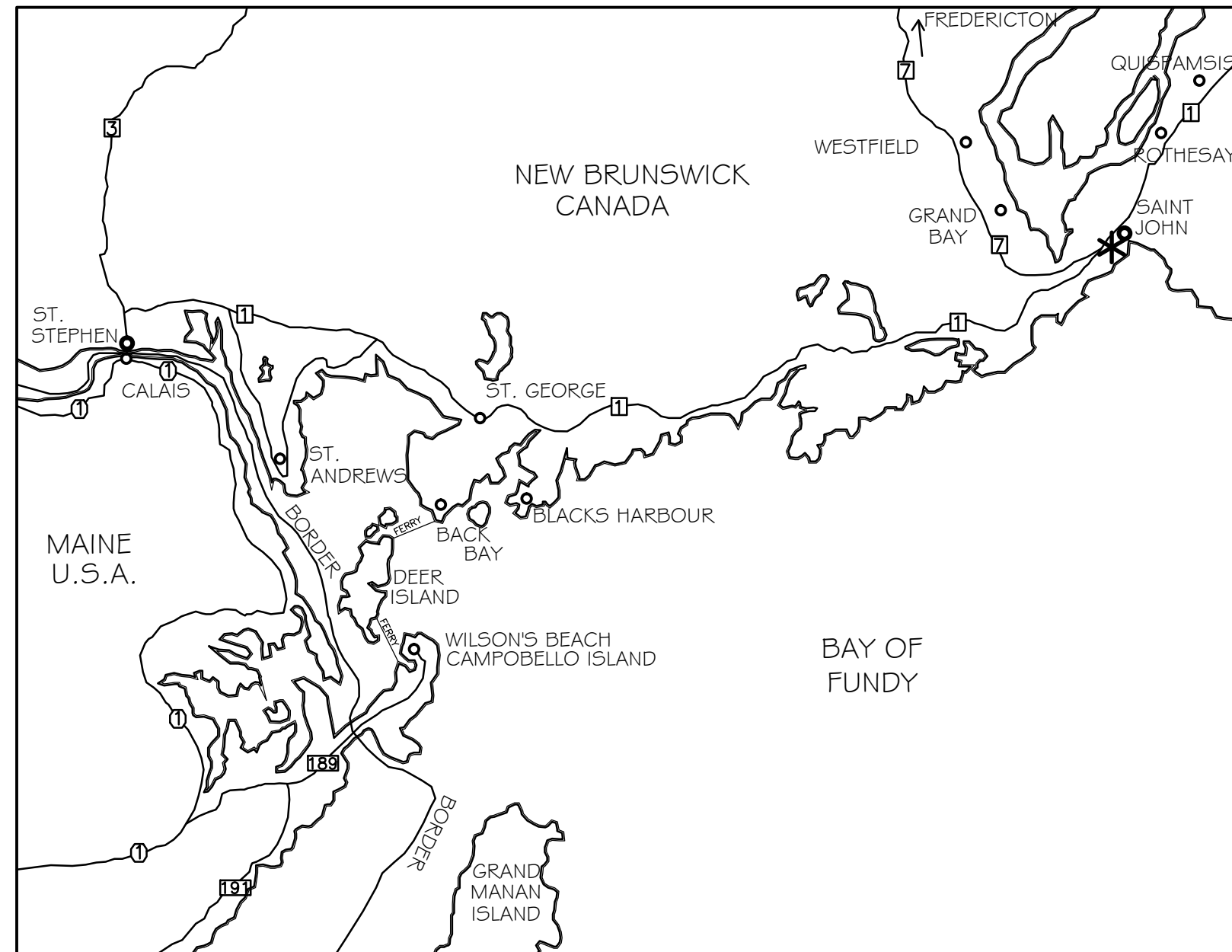
The undersigned bidder further agrees to provide all necessary equipment, tools, labour and materials which are necessary to complete the work in accordance with the contract and agrees to accept, therefore, in payment in full, in accordance with the terms, conditions, specifications, and drawings, the sum of:

\$ _____
All Taxes Extra

* Prices are to be bid in Canadian Funds and FOB Saint John, NB prepaid. The tender prices shall include all installation wages, fringe benefits, insurance, transportation, delivery, duty, working tools, equipment costs, and any other charges incurred in order to provide required materials and/or services.

COMPANY:	SIGNATURE: _____
E-MAIL:	NAME: _____ (print)
Date:	Tel # _____ Fax # _____
H.S.T. Reg.#	Remarks:

APPENDIX A



1 LOCATION MAP
NTS

GENERAL NOTES:

ALL WORK IS TO CONFORM TO THE REQUIREMENTS OF PART 9 & PART 3.2 OF THE NATIONAL BUILDING CODE OF CANADA, THE REQUIREMENTS OF LOCAL AUTHORITIES HAVING JURISDICTION AND THE REQUIREMENTS OF APPLICABLE CANADIAN STANDARDS ASSOCIATION DOCUMENTS.

AREA FOR STORAGE OF CONSTRUCTION MATERIALS AND PLACEMENT OF CONTRACTOR'S PLANT AND EQUIPMENT ARE TO BE AS DIRECTED BY THE CITY OF SJ PROJECT MANAGER. PARKING OF THE CONTRACTOR, HIS EMPLOYEES, AND SUB-TRADE VEHICLES IS TO BE ARRANGED AND/OR OTHERWISE PROVIDED BY THE CONTRACTOR.

DEMOLISHED MATERIALS ARE TO BE REMOVED TO AN APPROVED MUNICIPAL DISPOSAL SITE WITH BEST DELAYS.

CONTRACTOR IS RESPONSIBLE FOR MAINTAINING THE BUILDING SITE CLEAR/ORDERLY THROUGHOUT CONSTRUCTION.

GENERAL CONTRACTOR IS TO ENSURE THAT THE BUILDING SITE MAINTAINS SECURE.

GENERAL CONTRACTOR IS TO VERIFY SITE DIMENSIONS PRIOR TO THE COMMENCING OF WORK.

SCOPE OF WORK INCLUDES, BUT IT NOT NECESSARILY LIMITED TO:

-REMOVAL OF EXISTING IDENTIFIED AREAS OF FLOORING/BASE AND PROVISION OF NEW.

-PROVISION OF NEW STAIR NOSING TO BE INSTALLED OVER EXISTING CARPET

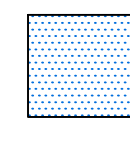
DEMOLITION/CONSTRUCTION NOTES:

- 1 REMOVE IDENTIFIED AREAS OF EXISTING FLOORING TO REVEAL EXISTING SUBSTRATE. PATCH EXISTING SUBSTRATE AND PREP FOR NEW FLOORING. PROVIDE NEW FLOORING AND BASE AS NOTED ON DRAWINGS. COLOURS BY ARCHITECT.
- 2 EXISTING CARPET ON MAIN STAIRWELL TO REMAIN. PROVIDE NEW VINYL STAIR NOSING. COLOUR BY ARCHITECT.

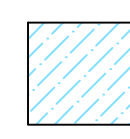


LEGEND

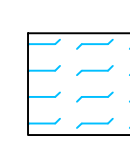
CARPET TILE #1
FLOTEX CALGARY AZURE
#590015
SIZE: 500x500 (20"x20")
VINYL BASE COLOUR: TBD



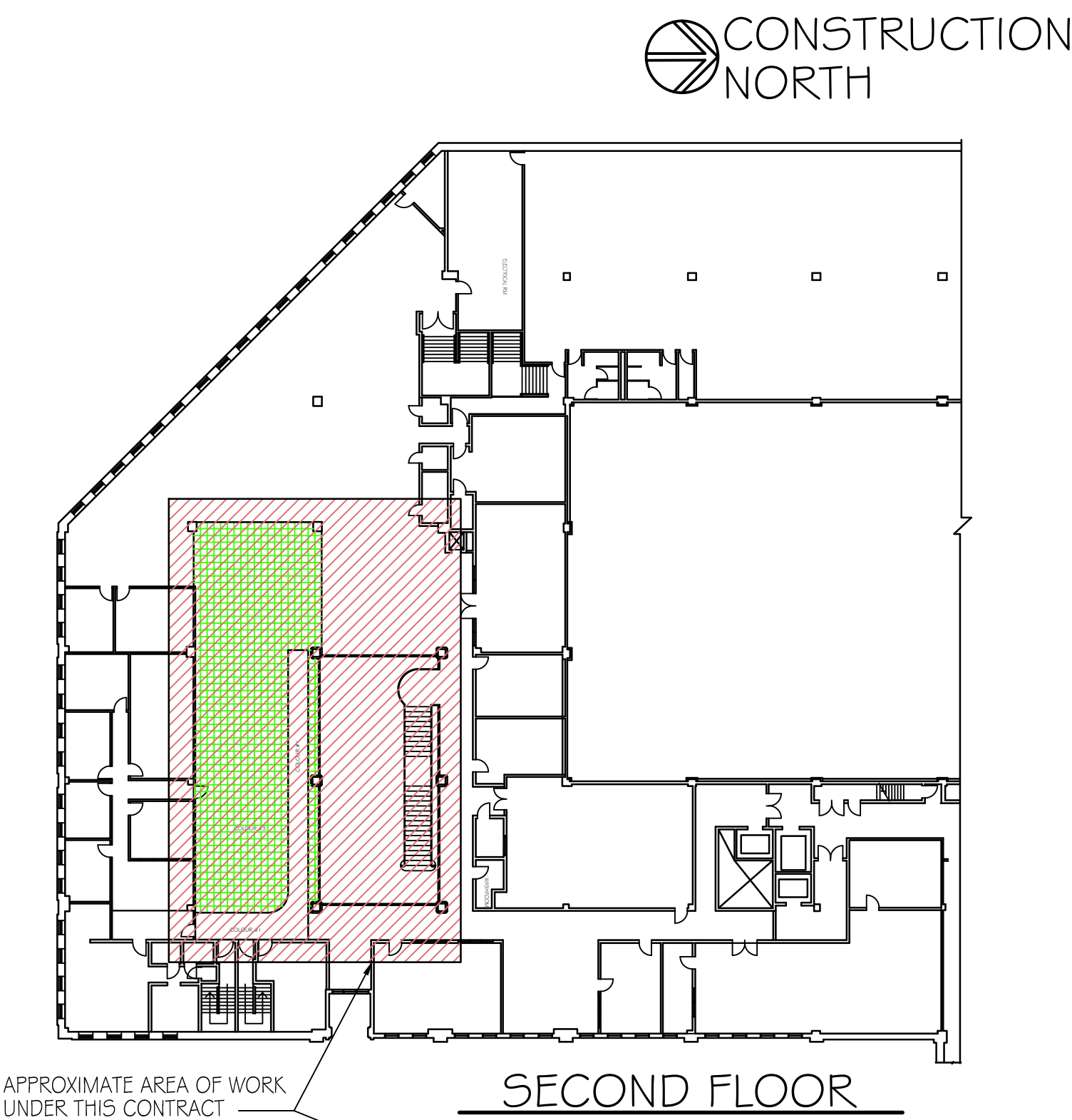
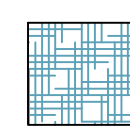
CARPET TILE #2
FLOTEX PENANG NEPTUNE
#382026
SIZE: 500x500 (20"x20")
VINYL BASE COLOUR: TBD



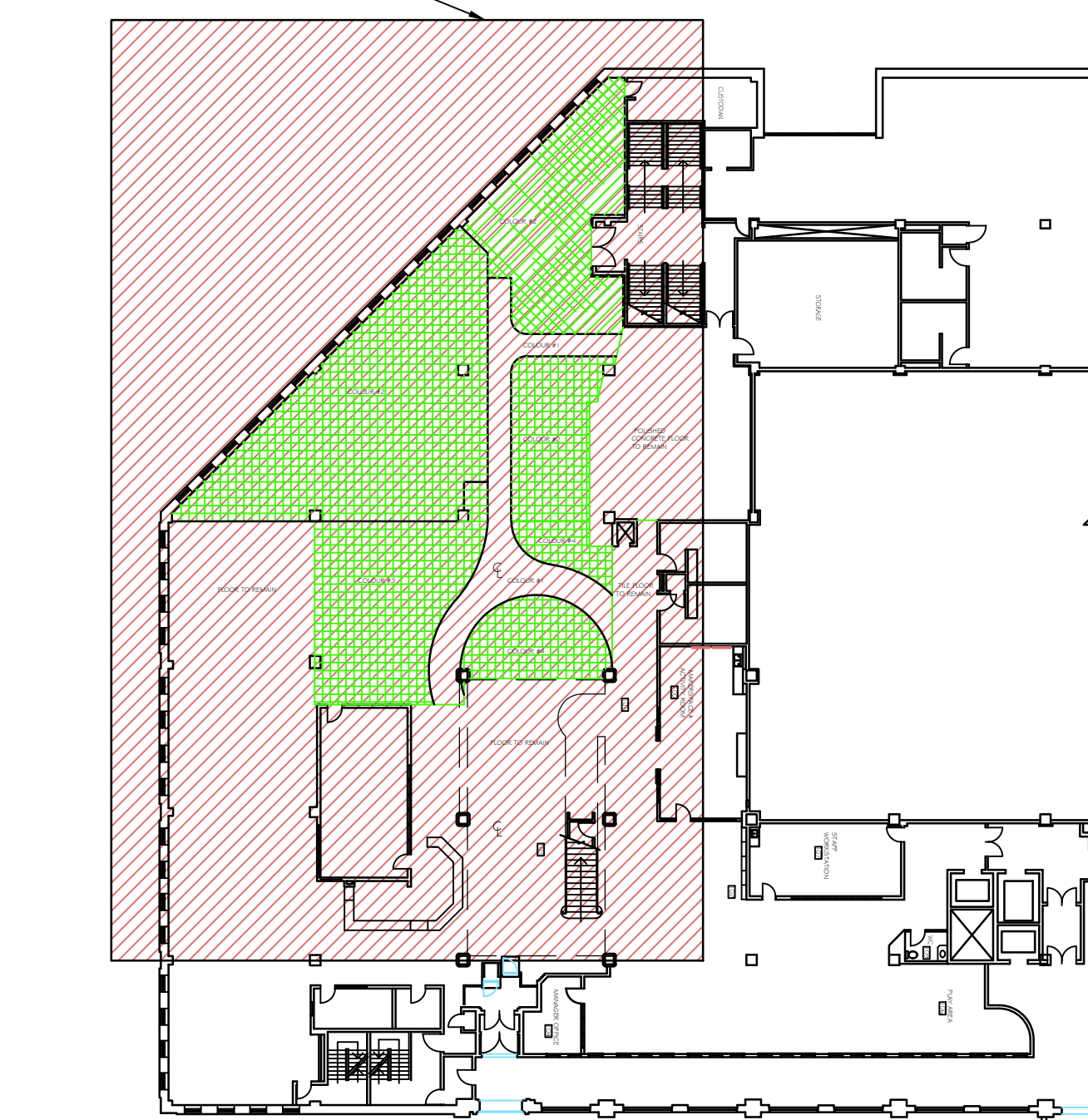
CARPET TILE #3
FLOTEX MODULAR
CONVERGE AURORA
#141002
SIZE: 250x1000 (10"x40")
VINYL BASE COLOUR: TBD



CARPET TILE #4
FLOTEX METRO GREY
#546006
SIZE: 500x500 (20"x20")
VINYL BASE COLOUR: TBD

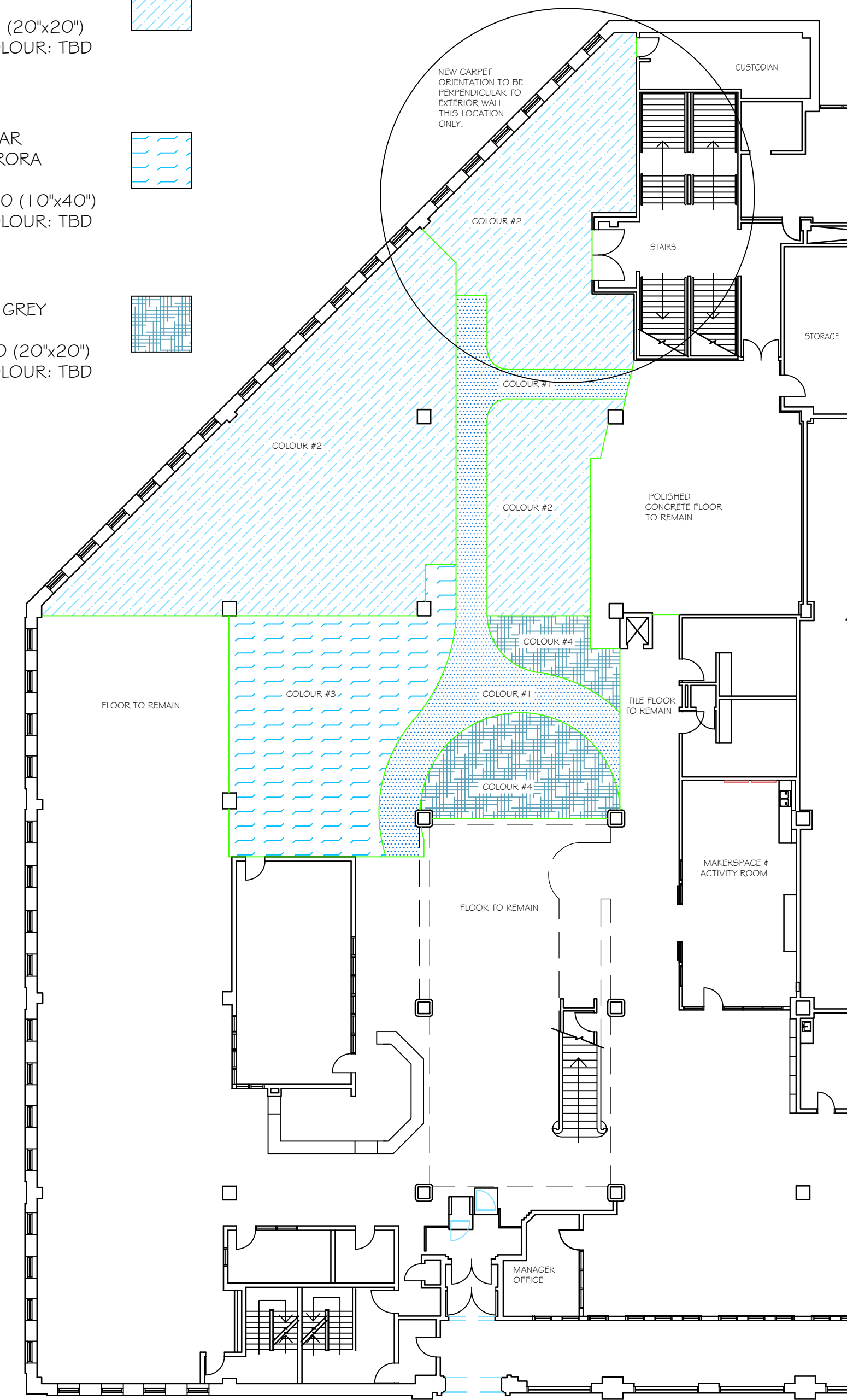


SECOND FLOOR

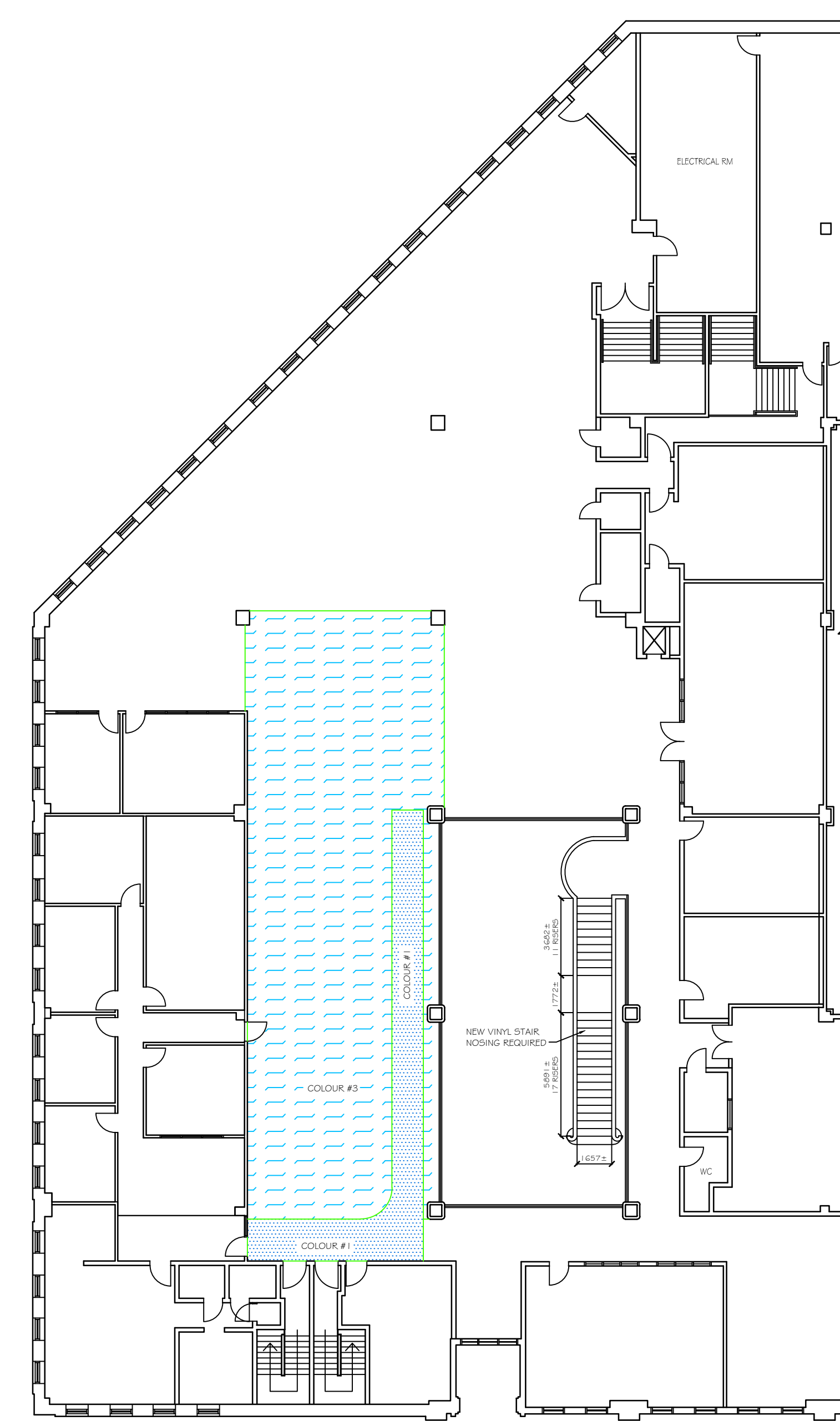


MAIN FLOOR

2 KEY PLAN
NTS



3 MAIN FLOOR PLAN - FLOORING LAYOUT
NEW CONDITIONS
SCALE 1:200



4 SECOND FLOOR PLAN - FLOORING LAYOUT
NEW CONDITIONS
SCALE 1:200



Mechanical Consultant:

Electrical Consultant:

No.	Revision	Date
0	ISSUED FOR TENDER	2022-04-21

Project Title:
SAINT JOHN FREE PUBLIC LIBRARY
- 2022 LIBRARY UPGRADES
1 MARKET SQUARE,
SAINT JOHN, NB

Drawing Title:
**GENERAL NOTES,
MAIN & SECOND
FLOOR PLAN
LAYOUTS**

Designed By: MRR	Revision No.
Approved By: MRR	Job No.: 22103
Drawn By: LAG/MRR	Date: April 1/22
Scale:	AS NOTED

Drawing No.:
A-1



Mechanical Consultant:

Electrical Consultant:

No.	Revision	Date
0	ISSUED FOR TENDER	2022-04-21

Project Title:
SAINT JOHN FREE PUBLIC LIBRARY
- 2022 LIBRARY UPGRADES
 1 MARKET SQUARE,
 SAINT JOHN, NB

Drawing Title:
FLOOR PLANS - EXISTING CONDITIONS AND DEMOLITION

Designed By: MRR	Revision No.
Approved By: MRR	Job No.: 22103
Drawn By: LAG/MRR	Date: April 1/22
Scale:	AS NOTED

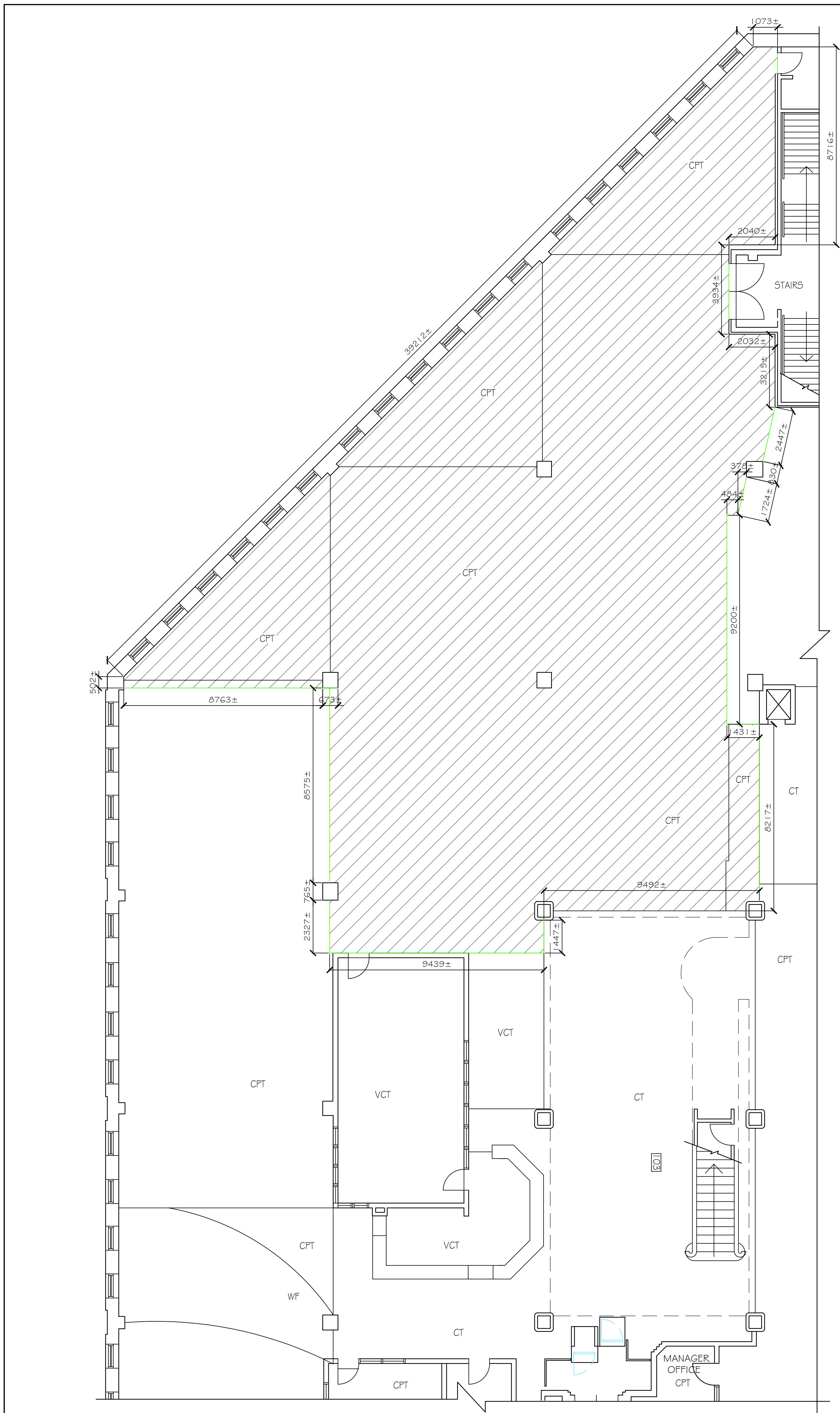
Drawing No.:

A-2

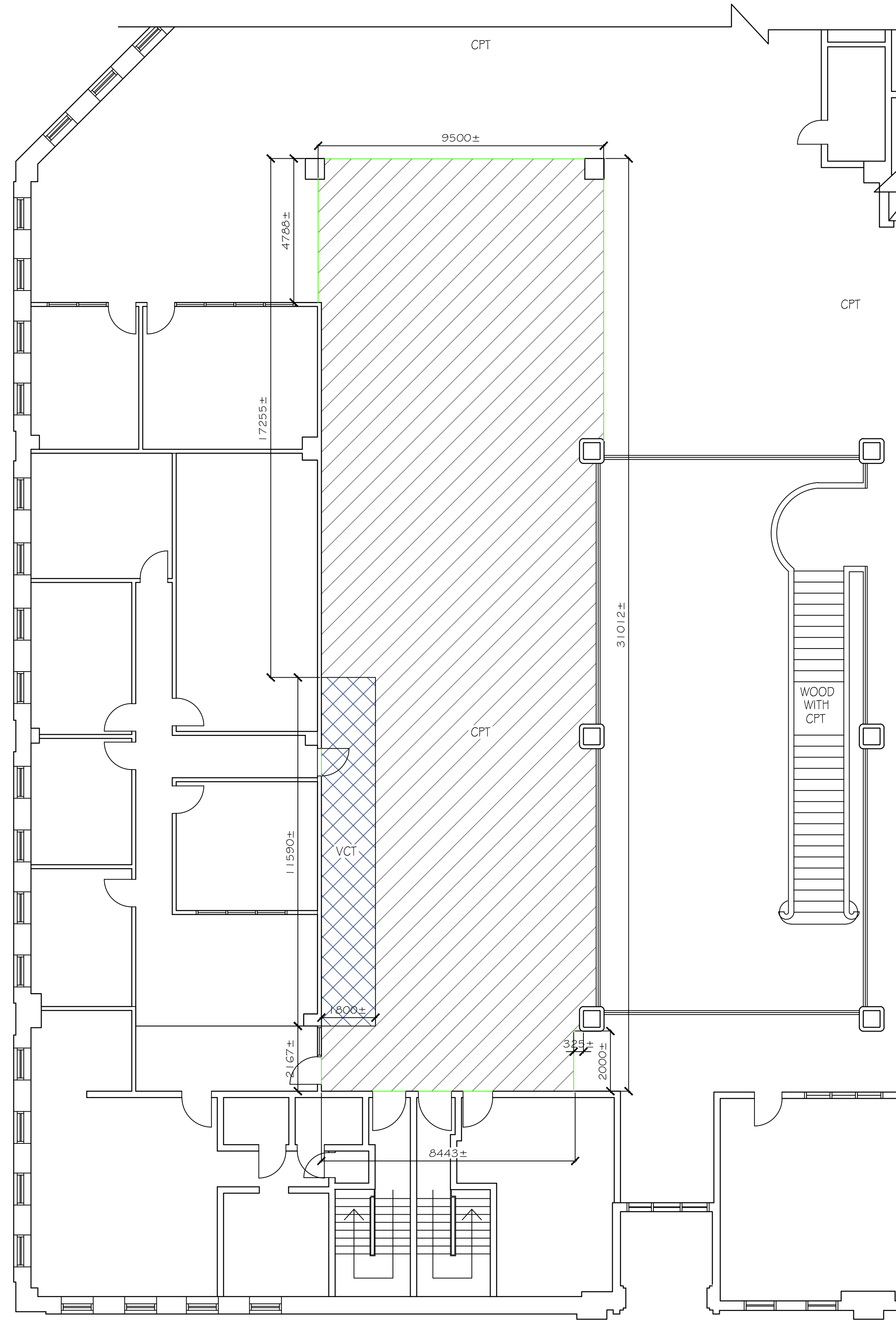
LEGEND

- CPT CARPET
- VCT VINYL COMPOSITE TILE
- CT CERAMIC TILE
- SF SHEET FLOORING
- SF SHEET FLOORING
- WF WOOD FLOORING

- CARPET TO BE REMOVED
- VCT TO BE REMOVED



1 MAIN FLOOR PLAN - EXISTING CONDITIONS/DEMOLITION
 SCALE 1:100



2 SECOND FLOOR PLAN - EXISTING CONDITIONS/DEMOLITION
 SCALE 1:100



Mechanical Consultant:

Electrical Consultant:

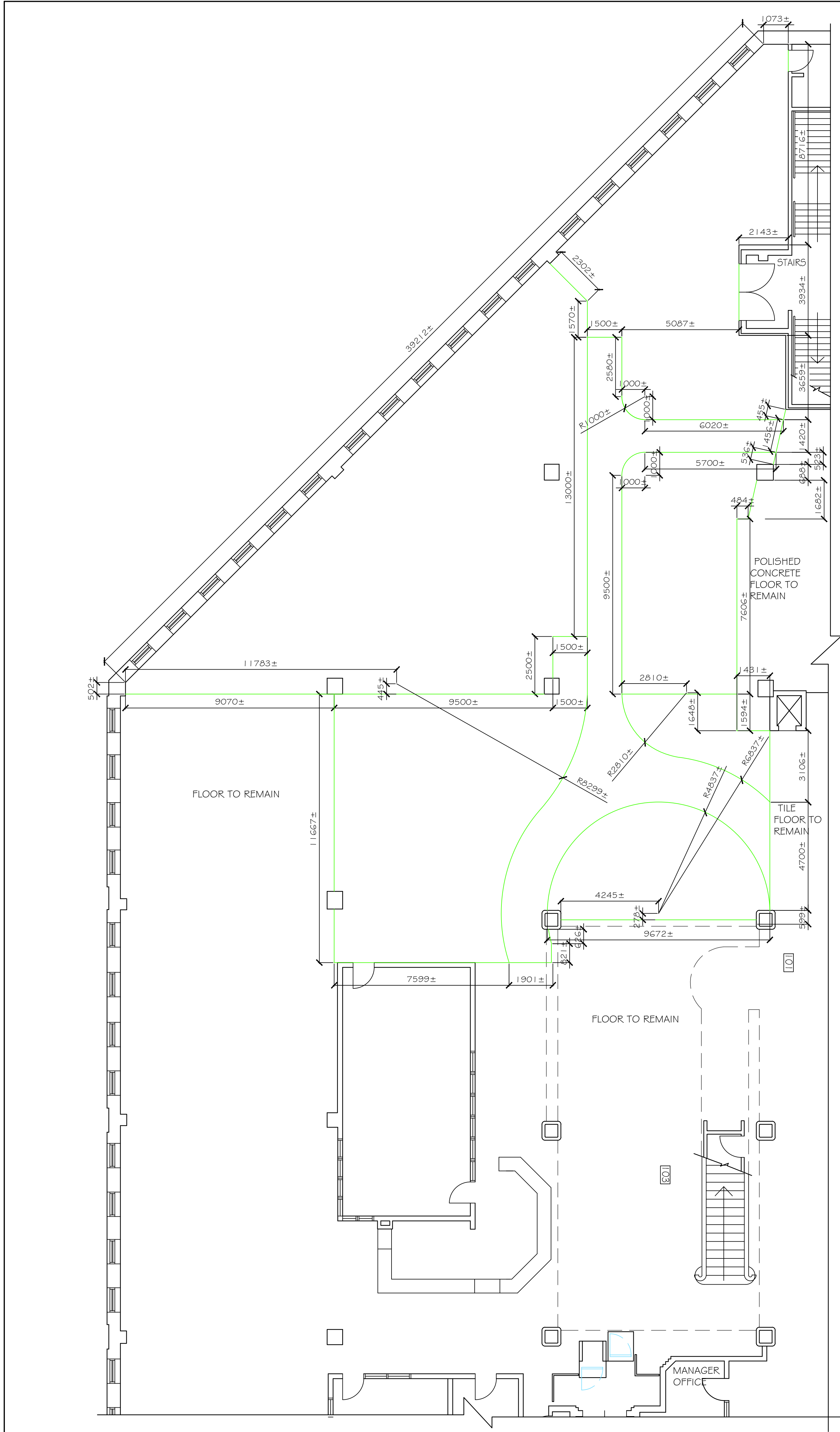
No.	Revision	Date
0	ISSUED FOR TENDER	2022-04-21

Project Title:
**SAINT JOHN FREE
PUBLIC LIBRARY
- 2022 LIBRARY
UPGRADES**
1 MARKET SQUARE,
SAINT JOHN, NB

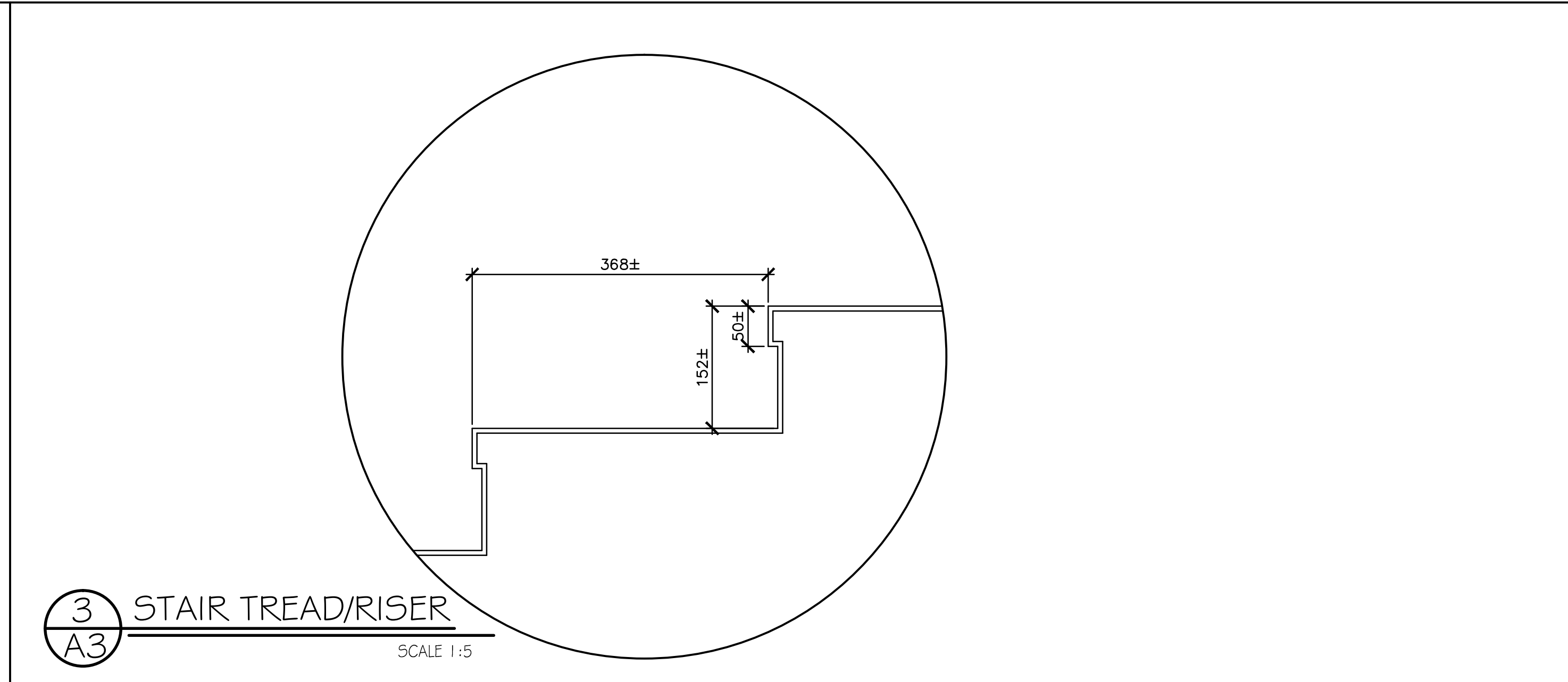
Drawing Title:
**FLOOR PLANS - NEW
CONDITIONS**

Designed By: MRR Revision No.
Approved By: MRR Job No.: 22103
Drawn By: LAG/MRR Date: April 1/22
Scale: AS NOTED

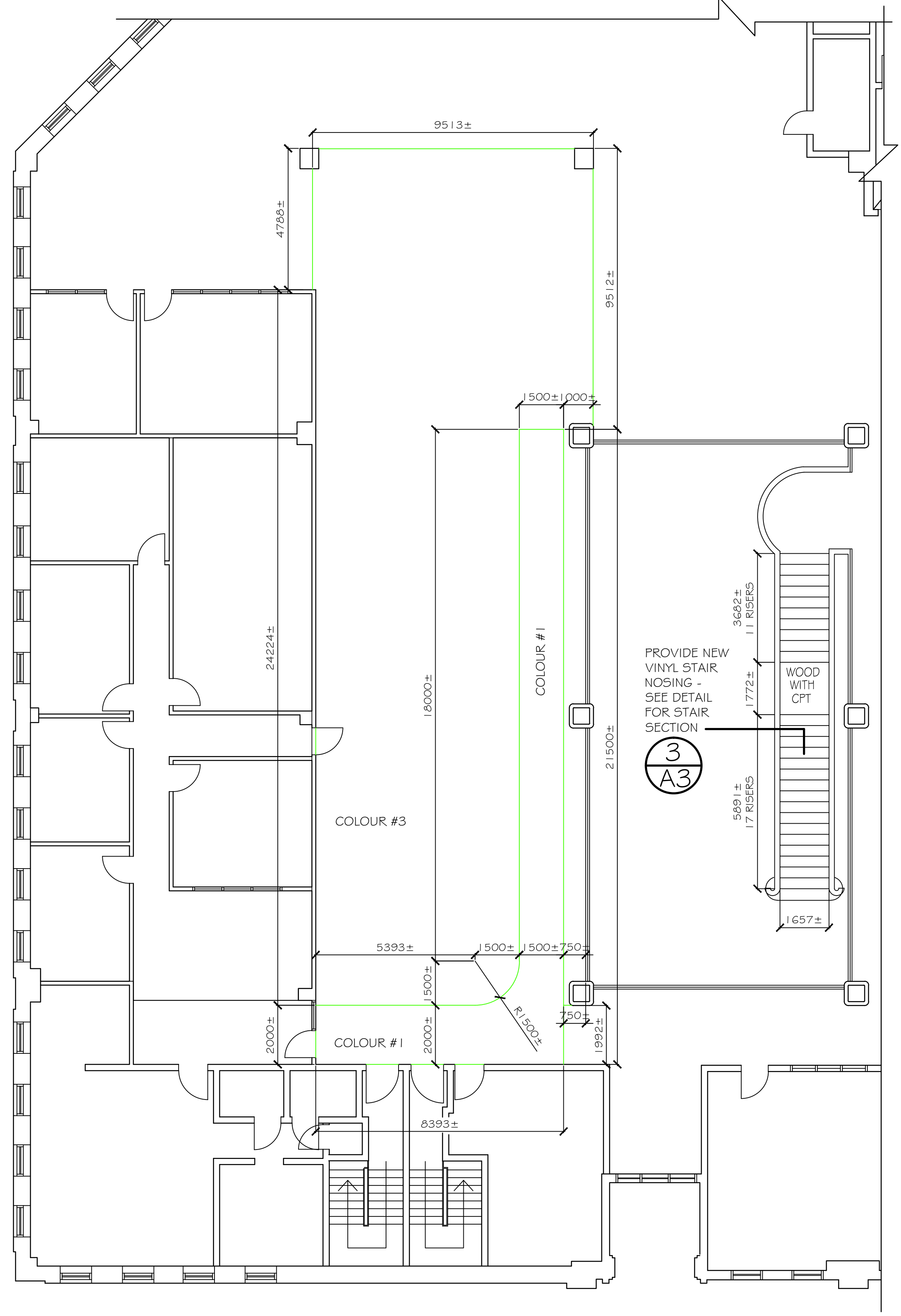
Drawing No.:
A-3



1
A3 MAIN FLOOR PLAN - NEW CONDITIONS
SCALE 1:100



3
A3 STAIR TREAD/RISER
SCALE 1:5



2
A3 SECOND FLOOR PLAN - NEW CONDITIONS
SCALE 1:100

Section 09 68 13 **CARPET TILE**

PART 1 - GENERAL

1.01 REFERENCES

- .1 Canadian General Standards Board (CGSB):
 - .1 CAN/CGSB-4.2 No27.6 -M91, Textile Test Methods.
 - .2 CAN/CGSB-4.129-93 (R1997), Carpets for Commercial Use.
 - .3 CAN/CGSB-25.20-95, Surface Sealer Floors.
- .2 Underwriters Laboratories of Canada (ULC):
 - .1 CAN/ULC-S102.2-07, Surface Burning Characteristics of Building Materials and Assemblies.
 - .2 CAN/ULC-S 102.2-M88 (2000), Surface Burning Characteristics of Flooring, Floor Covering and Miscellaneous Materials And Assemblies.
- .3 Canadian Carpet Institute (CCI):
 - .1 Contract Carpet Manual, No. 001.
 - .2 Indoor Air Quality Carpet Testing Program.

1.02 PRODUCT DATA

- .1 Submit product data in accordance with Submittals Procedures.
- .2 Submit product data sheet for carpet tile, adhesive, concrete floor filler and sealer including:
 - .1 Physical and performance test results, labeling and certifications.
 - .2 Certificate demonstrating compliance with CAN/ULC S102.2.
 - .3 Written proof of testing and compliance with the Indoor Air Quality (IRQ) Carpet Testing Program requirements of CRI.
 - .4 Manufacturer's guarantee.
 - .5 Verification of recycled content and/or recyclability by independent testing agency.
 - .6 Carpet pattern and colours.
 - .7 Manufacturer's installation instructions.
 - .8 WHMIS SDS - Material Safety Data Sheets acceptable to Labour Canada and Health and Welfare Canada for primers, levelers and adhesives. Indicate VOC content.

1.03 QUALITY ASSURANCE

- .1 Installers qualifications: certified by manufacturer to install Carpet tile flooring.

1.04 WARRANTY

- .1 For the work of this section the twelve (12) month warranty period is extended to 10 year.
- .2 Provide written warranty that carpeting will remain free from defects in manufacture and installation and provide acceptable level of appearance, subject to proper care and maintenance for a period of a minimum of two years from the date of interim inspection of the work. Make good any defects in materials or workmanship developing within that time at no expense to the Owner

1.05 MANUFACTURER'S GUARANTEE

- .1 Provide a minimum ten (10) year non-prorated carpet manufacturers guarantee issued in the name, to cover the following, without the use of chair pads and allowing traffic immediately upon carpet installation:
 - .1 Maximum 15% loss of pile fiber weight tested as per ASTM D5848, mass per unit, area of pile yarn, floor coverings.
 - .2 Maximum 10% loss of secondary backing resiliency calculated using average thickness.
- .2 Manufacturer's Guarantee to include full replacement material costs for ten (10) years non-prorated
- .3 Manufacturer's Guarantee to start from the date of issue of the Certificate of Substantial Completion.

1.06 SCHEDULING AND PROTECTION

- .1 Install carpet only after all work of other trades has been finished in the phased area and no more construction traffic is anticipated. Where prevention of tracking of dirt is impossible, provide protective covers as specified.

1.07 CLOSEOUT SUBMITTALS

- .1 Submit operation and maintenance data for incorporation into manual.

1.08 DELIVERY AND HANDLING

- .1 Label packing materials.
- .2 Store packaged materials in original containers/ wrapping with manufacturer's seals and labels intact.
- .3 Prevent damage to materials during handling/storage. Keep materials under cover, free from dampness.
- .4 Store carpeting and accessories in a location as directed by Architect. Store carpet and adhesive at minimum temperature of 18 degrees C and relative humidity of maximum 65% for a minimum of 48 hours before installation.
- .5 Modular Carpet: store on pallet form as supplied by manufacturer. Do not stack pallets.
- .6 Store materials in area of installation for minimum period of 48 hours prior to installation.

1.09 ENVIRONMENTAL REQUIREMENTS

- .1 Moisture: Ensure substrate is within moisture limits prescribed by manufacturer.
- .2 Temperature: Maintain ambient temperature of not less than 18 degrees C from 48 hours before installation to at least 48 hours after completion of work.
- .3 Relative humidity: Maintain relative humidity between 10 and 65% RH for 48 hours before, during and 48 hours after installation.
- .4 Safety: Comply with requirements of Workplace Hazardous Materials information System (WHMIS) regarding use, handling, storage and disposal of hazardous materials.

1.10 EXTRA MATERIALS

- .1 Provide extra materials of carpet tile, vinyl base and adhesive.
- .2 Deliver minimum 5 M² of each colour, pattern and type of carpeting.
- .3 Extra materials to be from same production run as installed materials.
- .4 Identify each package of carpet and each container of adhesive.
- .5 Deliver to job site and store where directed by Architect.

PART 2 - PRODUCTS

2.01 CARPET TILE

- .1 Carpet Tile colours to be chosen by the Architect from the manufacturer's standard colour range to co-ordinate with supplied furnishings. Provide for four (4) colours and patterns.
- .2 Tile: to CAN/CGSB-4.129, and as follows:
 - .1 Certified for flammability to Health Canada regulations under "Hazardous Products (Carpet) Regulations", Part 11 of the Schedule.
 - .2 Maximum flame spread rating 300, maximum smoke developed classification 500, to CAN/ULC-S102.2.
 - .3 Certified to Canadian Carpet Institute, Indoor Air Quality (IAQ) requirements.
 - .1 Thickness: 5.0 mm
 - .2 Tile size: 500 x 500 mm
- .3 Standard of Acceptance:
 - .1 Carpet Tile Manufacturer: Forbo Flotex
 - .2 All tile to be installed square to room other than one room to be installed on a quarter turn.

2.02 ACCESSORIES

- .1 Vinyl Base:
 - .1 Height 150mm
 - .2 Cove type
 - .3 Colour: by Architect from full colour range
- .2 Transition strip: provide vinyl transition strip at joint of carpet tile and other flooring. Strip to be flexible enough to match curves as detailed on drawing.
- .3 Adhesive: Acrylic release type: recommended by carpet manufacturer.
- .4 Carpet protection: Non-staining heavy duty kraft paper.
- .5 Concrete floor sealer: to CAN/CGSB-25.20, Type 1, as recommended by carpet tile manufacturer.
- .6 Subfloor filler and leveler:
 - .1 Purpose made Portland cement based polymer modified compound, capable of achieving minimum compressive strength of 30 MPa once cured, mixed on site with latex liquid additive and water.
 - .2 Purpose made product meeting characteristics as recommended by carpet tile manufacturer.
 - .3 Product to be level and cured before preparing for carpet.
- .7 Primers and adhesives: of types recommended by carpet tile manufacturer for specific material on applicable substrate, above, on or below grade.

2.03 VINYL STAIR NOSING

- .1 Vinyl Stair Nosing as manufactured by Roppe or approved equal.
 - .1 Colour to be selected by Architect from full colour range.
 - .2 New nosing to be installed at edge of existing carpet to remain.

PART 3 - EXECUTION

3.01 REMOVAL OF EXISTING CARPET

- .1 Remove existing carpet and other floor finishes as required to receive new carpet tile.
- .2 Remove underlying adhesives, mortars, paints, sealers, wax and other coatings detrimental to bond of new flooring. Remove by mechanical means. Do not use solvents.
- .3 Remove underlying dust, dirt and other loose foreign particles.

3.02 SUB-FLOOR TREATMENT

- .1 Ensure concrete substrates shall be cured, clean and dry.
- .2 Concrete shall be inspected to determine special care required to make it a suitable foundation for carpet tile. Cracks 3mm wide or protrusions over 8mm will be filled and leveled with appropriate and compatible latex patching compound.
- .3 Remove ridges and bumps.
- .4 Seal porous and powdery surfaces with concrete floor sealer.
- .5 Apply sub-floor filler to low spots/cracks to achieve floor level to tolerance of 1:500. Allow filler to cure.
- .6 Do not exceed manufacturer's recommendations for patch thickness.

3.03 PREPARATION

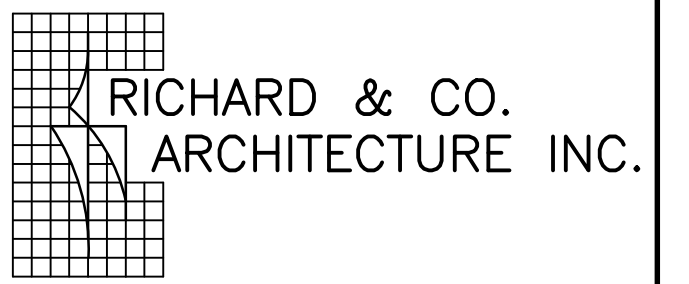
- .1 Prepare floor surfaces in accordance with Contract Carpet Manual, Standard for Installation of Textile Floor-covering Materials No. 001 and manufacturer's written instructions.

3.04 CARPET TILE INSTALLATION

- .1 Install specific carpet tile patterns within the identified areas. Schedule work such that removal of existing carpet, installation of carpet is fully coordinated.
- .2 Install in accordance with manufacturer's printed instructions and in accordance with Carpet and Rug Institute Standard for Installation of Commercial Carpet, CRI 104. Install carpet tile after finishing work is completed and before demountable office partitions, library shelving and furniture are installed.
- .3 Install tiles using the minimum number of cut tile. Layout in a balanced appearance. Obtain Architect's approval when deviating from drawings or directives are needed during installation.
- .4 Finish installation to present smooth wearing surface free of conspicuous seams, burring or defects.
- .5 Use material from same dye lot and ensure colour, pattern and texture match within any one visual area. Maintain constant pile direction.
- .6 Fit neatly around architectural, mechanical, electrical and telephone outlets, and furniture fittings, around perimeter of rooms, into recesses and around projections.
- .7 Cut and bind carpets around holes for cutouts.
- .8 Extend carpet into toe spaces, door reveals, closets, open-bottomed obstructions, removable flanges, open alcoves and similar openings.
- .9 Install carpet tile smooth and free of bubbles, puckers and other defects.
- .10 Apply acrylic release type adhesive. Install tile in accordance c/ manufacturer's written instructions.
- .11 Lay carpet tile with butt seams.
- .12 Roll carpet tile c/ appropriate roller for complete contact of tile with mill-applied adhesive to sub-floor.

3.05 PROTECTION OF FINISHED WORK

- .1 Remove excess adhesive from base and wall surfaces without damage.
- .2 Vacuum carpets clean immediately after completion of installation. Protect traffic areas. Tape edges and joints to prevent shifting.
- .3 Prohibit traffic on carpet until adhesive is cured.
- .4 Install carpet protection to satisfaction of Architect where work must continue over finished carpet tile installation.
- .5 Remove all excess material and debris, garbage, tools and temporary barricades once installation complete.



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Electrical Consultant:

No.	Revision	Date
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 1 MARKET SQUARE,
 SAINT JOHN, NB

Drawing Title:
SPECIFICATION

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Approved By: MRR	Job No.: 22103
Drawn By: LAG/MRR	Date: April 1/22

Scale: AS NOTED

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A-4