



**The Woodlands Township Park and Recreation
8203 Millennium Forest Dr.
The Woodlands, TX 77381**

**Invitation for Bid
Park Restroom Renovations
Contract Number: C-2024-0608**

PURPOSE

The selected contractor will provide all labor, equipment, supplies, and materials for Park restroom renovation projects including but not limited to, installing new countertops, sinks, hardware and dispensers, or contracted labor for aesthetic upgrades to the designated restrooms listed in the project specifications and outlined in the attached bid documents.

MANDATORY Pre-Bid Meeting Bid at 10:00 a.m. CST	October 7th, 2024
Deadline for Written Questions at 5:00 p.m. CST	October 18th, 2024
Bids Due by 1:00 p.m. CST at 8203 Millennium Forest Dr, The Woodlands, TX 77381	October 28th, 2024

General Standards and Specifications

Bidder shall **complete every space** in the bidder proposal column with either **signed initials** to indicate the item being bid is exactly as specified or a description to indicate any deviation of item being bid from the specifications. Bidder may submit additional information explaining any proposed deviation.

1	GENERAL	Bidders Initials
1.1	The contract for these services, if awarded, shall be for Twelve (12) months (January 1, 2025 – December 31, 2025) . Any and all financial obligations of The Woodlands Township under a proposed contract are conditional as they relate to a yearly appropriation during the annual budget process.	
1.2	Within (90) days before the expiration of the Initial Term (December 31, 2025), The Woodlands Township may give written notice to Contractor of its desire to extend the Agreement (the “Renewal Notice”) for an additional period of time. (the “Renewal Term”). If The Woodlands Township delivers the Renewal Notice, the Parties shall within thirty (30) days from the date of receipt of the Renewal Notice, use good faith efforts to negotiate the terms and conditions of the Renewal Term. Any agreed upon Renewal Terms shall be in writing and executed as a Modification of the Agreement. In the event the Parties are unable to agree upon the terms and conditions for the Renewal Term, then the Agreement shall expire upon the expiration of the current Term or otherwise terminate pursuant to the terms of the Agreement.	
1.3	The Woodlands Township reserves the right to reject any or all bids, including without limitation the rights to reject any or all nonconforming, non-responsive, unbalanced or conditional bids and to reject the bid of any bidder if The Woodlands Township believes that it would not be in the best interest of the project to make an award to that bidder, whether because the bid is not responsive or the bidder is unqualified or of doubtful financial ability or fails to meet any other pertinent standard or criteria established by The Woodlands Township.	
1.4	The Woodlands Township also reserves the right to waive all informalities and defects in the bids and the bidding process not involving price, time of submittal or changes in the work and to negotiate contract terms with the successful bidder. Discrepancies between the multiplication of units of work and unit prices will be resolved in favor of the unit prices. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum. Discrepancies between words and figures will be resolved in favor of the words. In case of ambiguity or lack of clarity in stating the prices in the bid, The Woodlands Township reserves the right to consider the most advantageous bid thereof or to reject the bid.	
1.5	Prospective Bidders may obtain a bid package including specifications and bidding documents from The Woodlands Township website, online at www.thewoodlandstownship-tx.gov/bids .	
1.6	Bidders should carefully examine the bid documents, specifications, and other documents, visit the sites of the work, field verify quantities and fully inform themselves as to all conditions and matters which can in any way affect the work or the cost thereof. Should a bidder find discrepancies in or omissions from specifications, or other documents, or be in doubt as to their meaning, he should at once notify The Township and obtain clarification prior to submitting a bid. Questions about the bid will be allowed to be submitted following the Pre-Bid meeting and should be submitted prior to the designated deadline.	
1.7	Addenda to the specifications shall be considered part of the contract documents. Bidder shall acknowledge receipt of addenda on the Bid Proposal Form. Oral and other interpretations or clarifications will be without legal effect.	
1.8	Any qualification or exception submitted by the contractor pertaining to the specifications and bid items may be cause for rejection of bid. (A conditional bid may be cause for rejection.)	
1.9	The Contractor’s bid shall include unit prices as outlined in the Bid Tabulation Form. Quantities required and listed are substantially correct, but The Woodlands Township reserves the right to increase and/or decrease the amount of work to be done by any amount at the same unit cost bid.	

1.10	There will be no public bid opening; however, bid tabulations and related bid documents will be released once the Board of Directors has reviewed and approved them.	
1.11	ANY ALTERATIONS, ADDITIONS OR DELETIONS, TO EITHER THE INSTRUCTIONS TO BIDDERS, OR THE PROPOSAL FORM SHALL CONSTITUTE THE BID(S) AS UNACCEPTABLE.	
1.12	It is understood, that in addition to the items outlined in this bid package, The Woodlands Township's facilities, offices, terminals, parks, pools and sports fields are continually growing, and the successful contractor must be capable of handling contract additions throughout the term of the contract to the same standards, frequencies and expectations outlined herein.	
1.13	Contractor shall be capable of receiving communication by email, or via phone call/message/app, and be available for short notice meetings via online format or in the field if designated necessary by Township staff.	
1.14	Contractor shall provide all equipment, labor, trucks, supplies, and materials necessary to perform the required services. No equipment, material or personnel shall be provided by The Township to Contractor unless agreed upon in advance in writing by the Township.	
1.15	Contractor shall remove all rubbish, waste and discarded material daily that is a result of their services provided to the Township. If Contractor fails to comply with this obligation, and the Township is required to remedy, the Contractor agrees to reimburse the Township for all expenses incurred for the remedy.	
1.16	Each employee will be identified by a company uniform (shirt, pants or cap) and vehicles will be clean, and all marked with company name.	
1.17	Contractor shall behave and operate in an environmentally sound and professional way, as to not create damage or cause exposure by virtue of negligence or omission.	
1.18	All equipment must be well maintained and in good condition.	
1.19	Transportation of staff and equipment shall be done only in vehicles marked with contractor's company logo unless agreed in writing by Township staff.	
1.20	Work shall be conducted between 7:00 a.m. and 7:00 p.m., Monday through Saturday. The Woodlands Township may direct specific times for certain work to be performed so to not interfere with lake/pond, park and/or community activities. Any work needing to take place outside these timeline parameters needs to be approved in writing by a Township representative.	
1.21	Safety of residents and visitors is of the utmost importance. It will be the contractor's responsibility to secure areas in and around where the work is taking place and provide any and all safety and security materials needed to meet industry standard. The Woodlands Township is not responsible for any tools or equipment left on the job site.	
1.22	Services, or project work can only be requested by authorized personnel who include Township staff having a title of Foreman, Supervisor, Superintendent/Manager, Asst. Director, Director, Chief Operating Officer, or President/Chief Executive Officer.	
1.23	Contractors shall understand that one of the main emphases of this community is the preservation of the natural existing environment which includes the trees, bushes, wildflowers and wildlife, and to enhance it by additional landscaping and the development of the lakes and open space. No trees, shrubs or vegetation should be unnecessarily removed or damaged. No trash, lumber, etc. can be dumped in the woods. No vehicles, or equipment can be parked in handicapped spaces, or the park reserves unless The Township has permitted use of those areas.	
1.24	Updates, change orders, or advisories may be submitted via email on a daily/weekly basis. These emails should be acknowledged upon receipt. Work shall be addressed at the latest during the next regularly scheduled service visit, or at the mutually agreed upon time.	
1.25	Additions and modifications to the Contract, i.e., amenities are based on unit prices as agreed upon in the bid (refer to section 5.8.1), The Township will request a proposal for additional services and will add it to the contract, at their discretion.	

1.26	Any measurements contained herein should only be used as an estimate. Contractor is responsible for accurate measurement of all items. All potential bidders should examine areas included in this bid to ensure accurate measurements and price quotes.	
1.27	Contractor is responsible for obtaining such supplies, materials, and parts if not provided directly by the Township. Such supplies, materials, and parts shall be of good quality and the cost of such shall be billed as reflected in the proposal from the Contractor. Installed materials that fail before warranty shall be replaced by the contractor with new material at no cost to the Township other than labor to reinstall. The contractor shall provide the Township with any manufacturer warranty information that may be needed post project completion.	
1.28	Service locations are public and extremely sensitive to disruption. Contractor must ensure the general public and user's safety when performing services in and around all locations.	
1.29	Contractor shall not employ any subcontractor to fulfill any of the Contractor's obligations, in whole or in part, without the prior express written approval of The Woodlands Township and shall fully indemnify and defend the Township for any acts or omissions of any such sub-contractor.	
1.30	All operations shall be performed by the approved contractor or sub-contractor. A list of sub-contractors shall be submitted with the bid.	
1.31	Contractor is responsible for damage to persons and property caused during the performance of contracted work.	
1.32	The Contractor will be held responsible for any damages to trees, plants, shrubs, fences, walls, brick, pavers, glass, etc. that is caused by the Contractors errors or their failure to comply with the requirements of these specifications and will be assessed a fee. Values will be based on The Township's assessment and/or appraisal in accordance with the Council of Tree and Landscape Appraisers or other mutually agreeable source, like an estimate from a reputable contractor.	
1.33	Contractor is responsible for applying all chemicals in a safe manner consistent with the label directions and federal and state laws and regulations. Application rates and frequencies are determined by the manufacturer's recommendations. Chemical mixing and application shall be supervised, by a Licensed Applicator, if necessary, per the regulations. Records must be maintained according to applicable licensing regulatory body. <i>These records shall be provided to The Township upon request within 2 hours.</i>	
1.34	Contractor is responsible for public notification when chemicals are to be applied in advance per manufacturers labeled instructions. Notification as is to include when, what, where, and how much. Verification of completion is to be noted. Appropriate signage and safety materials must be used to notify the public not to enter a work zone.	
1.35	If through inspection and verification, in The Woodlands Township opinion, work as defined by the specifications has been carried out to an insufficient standard, the work shall be carried out again by the Contractor without creating a backlog to other services and at the expense of the Contractor.	
1.36	<i>**In the event the contractor fails to accomplish any task under this scope of work, The Woodlands Township will provide reasonable notice to take corrective action. If the Contractor does not perform the service, The Woodlands Township may, at its option, cause the non-performed tasks to be accomplished through another source and deduct the cost of such from the amount normally due to the contractor for that monthly period based on the Unit Prices provided in Exhibit B.</i>	
1.37	The following Exhibits are components of this Bid document and are attached in the order below: <ul style="list-style-type: none"> • Exhibit A – Specifications • Exhibit B – Bid Tabulation • Exhibit C – Bid Certification • Exhibit D – Addendum Acknowledgement • Exhibit E – Conflict of Interest Questionnaire • Exhibit F – References • Exhibit G – Statement of Qualifications • Exhibit H – Subcontractors • Exhibit I – Insurance Requirements 	

	<ul style="list-style-type: none"> Exhibit J – Bid Bond SAMPLE Exhibit K – PERFORMANCE/PAYMENT BOND (SAMPLE) Exhibit L – Bid Submission Checklist Exhibit M – Park Addresses Exhibit N – Additional Project Material Information 	
1.38	<p>The following Park sites have been included for PROJECT A Specifications. See Exhibit M for site addresses:</p> <ul style="list-style-type: none"> Project Site 1 – Alden Bridge Park Restroom Project Site 2 – Cattail Park Restroom Project Site 3 – Grogan’s Point Park Restroom Project Site 4 – Tamarac Park Restroom Project Site 5 – Meadowlake Park Restroom 	
1.39	<p>The following Park sites listed below are additional Project sites in which the Township may choose to engage contractor services based on the pricing provided in EXHIBIT B. These sites are all tied into a pool facility and are not considered stand-alone restrooms. See Exhibit M for site addresses:</p> <ul style="list-style-type: none"> Additional Site 1 – Cranebrook Park and Pool Restroom’s Additional Site 2 – Creekwood Park and Pool Restroom’s Additional Site 3 – Forestgate Park and Pool Restroom’s Additional Site 4 – Harper’s Landing Park and Pool Restroom’s Additional Site 5 – Lakeside Park and Pool Restroom’s Additional Site 6 – Ridgewood Park and Pool Restroom’s Additional Site 7 – Windvale Park and Pool Restroom’s Additional Site 8 – Falconwing Park and Pool Restroom’s 	
2	LAWS, REGULATIONS, AND INSURANCE	Bidders Initials
2.1	Please be advised that in accordance with State of Texas Local Government Code Chapter 176, Bidder must submit Form CIQ	
2.2	In compliance with State of Texas Government Code, Section 2252.908, the successful business entity awarded a contract by the Board of Directors of The Woodlands Township must complete Form 1295 – “Certificate of Interested Parties” – and must provide a signed and notarized printed copy of the form and a separate certification of filing. The form can be found at www.ethics.state.tx.us	
2.3	At Contractor's own cost and expense, Contractor shall comply with all laws, ordinances, rules, and regulations of the federal, state and local and OSHA authorities and departments relating to or affecting the work hereunder, and shall secure and obtain any and all permits, licenses and consents as may be necessary in connection therewith.	
2.4	Contractor shall furnish to The Township copies of any necessary licenses or permits prior to the commencement of any work hereunder.	
2.5	Traffic control, where and when needed, must meet the requirements of all state and local laws and regulations shall be included as part of the unit cost.	
2.6	All work, repairs, preventative maintenance and installations shall be made in compliance with the appropriate Certifications, Laws, and Codes as adopted by the State of Texas.	
2.7	Contractor shall provide The Woodlands Township acceptable proof of insurance and endorsement forms which meets the requirements as identified herein. Proof of Insurance must be provided before any Work is to begin.	
3	INSTRUCTIONS	Bidders Initials
3.1	A MANDATORY Pre-Bid Meeting will take place at The Woodlands Township, 8203 Millennium Forest Drive, The Woodlands, Texas 77381, Wednesday October 7, 2024 at 10:00 am CST.	
3.2	Contractors should visit the locations in their own time to best determine scope and expectations. The Woodlands Township strongly encourages all bidders to familiarize themselves with facilities and	

	locations mentioned in section 1.38 and 1.39 to provide best estimations for pricing, labor requirements, and site conditions.	
3.3	INTERPRETATIONS AND ADDENDA- All questions about the meaning or intent of the Bidding Documents and the Contract Documents shall be submitted in writing to Jared Davis, Parks Superintendent at jdavis@thewoodlandstownship-tx.gov . Interpretations, questions, or clarifications will be considered by the Township and if necessary be responded to by issuance of an Addendum. All questions are to be received no later than Friday, October 18, 2024, at 5:00 p.m. CST . Only answers issued by Addenda will be binding. All addendums will be posted on The Woodlands Township website http://www.thewoodlandstownship-tx.gov/bids	
3.4	Sealed bids , addressed to The Woodlands Township, 8203 Millennium Forest Drive, The Woodlands, Texas 77381, Attention: Jared Davis, Park Superintendent, must be received at the above address no later than Friday, October 28, 2024 at 1:00 p.m. CST for furnishing all labor, materials, supplies, equipment, licensing, supervision and performing all work necessary to provide The Woodlands Township based on the bid documents in The Woodlands Township, Montgomery and Harris Counties, Texas. Bids shall be submitted in sealed envelopes using the blank Proposal forms furnished with this bid package, additionally the Bid Matrix/Tab must be emailed to jdavis@thewoodlandstownship-tx.gov on the bid submittal due date.	
3.5	Each sealed envelope containing the bid(s) must be clearly marked on the outside BID for Park Restroom Renovations Contract Contract Number: C-2024-0608 and the envelope should bear on the outside the name of the bidder and company their address.	
3.6	All companies bidding on this project must include the information outlined in the ITEMS TO BE INCLUDED IN BID SUBMITTAL such as bid checklist, bid bond, statement of qualifications, list of subcontractors, references, list of proposed equipment, licenses and permits, insurance requirements, and other items requested in this bid document.	
3.7	All Bids must be made on the required BID TABULATION FORM (Exhibit B). All blank spaces for BID prices must be filled in, in ink or typewritten, and the BID form must be fully completed and executed when submitted.	
3.8	Bidder is required to submit three (3) references of previous projects of similar or like nature size/value.	
3.9	Bid Bond -All bids shall be accompanied by a cashier's check, or certified check drawn upon a National or State bank, in the amount of <u>2% of total project bid</u> , payable to The Woodlands Township, or a Bid Bond in the same amount, from a Surety Company licensed in the State of Texas, as a guarantee that the bidder will enter a contract. The project total can be defined by the total of the Exhibit B sub-totals.	
3.10	Performance/Payment Bond -Contractor is required to provide The Woodlands Township a performance/payment bond in the full amount of the contract value prior to the commencement of work, with premiums fully paid in advance by the contractor. The bonds will be on forms and drawn on sureties acceptable to The Woodlands Township and are included in the total project cost (s). See attached for sample of Performance Bond.	
4	INVOICING AND PAYMENT	Bidders Initials
4.1	Unit prices shall remain in effect for the length of this agreement (January 1, 2025 – December 31, 2025)	
4.2	Evaluation of bid considers the following: price, references, familiarization with The Woodlands, etc.	
4.3	THIS IS A TAX-EXEMPT CONTRACT. A TAX EXEMPTION CERTIFICATE WILL BE SUPPLIED TO THE CONTRACTOR WHO MAY THEN ISSUE A RESALE CERTIFICATE TO SUPPLIERS AND SUBCONTRACTORS.	
4.4	Unit price shall be inclusive of all charges (staff time, application equipment, disposal, truck charges, environmental charges, traffic control, etc.).	

4.5	<p>Monthly invoices from the selected vendor must be submitted containing at least the following information:</p> <ul style="list-style-type: none"> • Site or Park where work was performed • Month, Day, and year of Service or Services • Description of work, materials, and unit pricing for services completed • Attached documentation to support work or materials needed for work • Total Cost <p><u>No payment will be made without backup documentation</u></p>	
4.7	The Township will remit payment for each invoice to Contractor within 30 days of receipt of an approved Invoice, unless the Township disputes any portion of the Invoice, and the Contractor is not in default under the provisions of this contract.	
4.8	Contract payment will be billed per restroom site completed, based on a detailed invoice provided to The Township from the selected Contractor. The billing of services is on a per unit price which are submitted as a total price.	
4.9	<p>Monthly Statements – Contractor should provide a Monthly Statement of outstanding/pending invoices. Monthly Statement shall be sent on the 1st day of each Month to the email Parksinvoice@thewoodlandstowship-tx.gov.</p>	

EXHIBIT A

RESTROOM PROJECT SPECIFICATIONS

5	<u>SPECIFICATIONS</u>	Bidders Initials
	<u>All options presented by bidders must meet The Township Parks and Recreation standards along with any criteria to be in compliance with the Americans with Disabilities Act (A.D.A).</u>	
5.1	Painting	
5.1.1	<p>Contractor shall supply a per square foot cost for painting all internal bathroom walls as per paint code (from Sherwin Williams).</p> <p><u>Materials:</u></p> <ul style="list-style-type: none"> • Bidders shall provide all materials, labor, and equipment necessary to complete the project. • Paint must be a high-quality, mildew-resistant acrylic latex paint suitable for interior use. • Bidders are encouraged to propose specific paint brands and colors in their bid. • The Township Authority reserves the right to approve all paint selections. <p><u>Surface Preparation:</u></p> <ul style="list-style-type: none"> • Cleaning all surfaces to be painted, removing dirt, dust, cobwebs, and mildew. • Patching minor holes and cracks in walls and ceilings. • Sanding rough surfaces for a smooth finish. • Removing any peeling or damaged existing paint. • Masking all trim, fixtures, and surfaces not intended for painting. <p><u>Painting:</u></p>	

	<ul style="list-style-type: none"> Applying a high-quality, mildew-resistant acrylic latex paint in a color(s) specified by the Woodlands Township. Providing a minimum of two coats of paint on all walls, ceilings, and trim (unless otherwise specified). Ensuring proper drying time between coats. Touching up any imperfections after the final coat dries. <p><u>Clean Up:</u></p> <ul style="list-style-type: none"> Removing all masking materials and paint debris from the work area. Thoroughly cleaning the restrooms, including floors and fixtures. Hauling away all paint containers and other waste materials. 	
5.2	Siding, Exterior, and Roofs	
5.2.1	<p><u>Materials:</u></p> <ul style="list-style-type: none"> Bidders shall provide all materials, labor, and equipment necessary to complete the project. Engineered wood siding: Primed; horizontal; manufactured warranty; 12-to-16-foot length planks; 7-to-8-inch width planks with at least a 0.315 inch thickness; Faux wood facing such as a cedar look. Prefer pressure-treated wood or composite materials for exterior applications. Silicone-based roof coating: While Gaco products are preferred, bidders may propose alternative high-quality silicone-based roof coatings with similar properties. The Woodlands Township reserves the right to approve all material selections. <p><u>Engineered Wood Siding Installation:</u></p> <ul style="list-style-type: none"> Removal of any existing exterior finishes or fixtures on the CMU walls (if applicable). Inspection and repair of any cracks, chips, or damage to the CMU walls. Installation of a weather-resistant moisture barrier over the entire CMU surface. Installation of the chosen engineered wood siding material from the floor to the ceiling of the restroom exteriors. The Township may only choose to do half of the facade exterior dependent on budget allowances. Trimming around windows, doors, and other openings with appropriate materials. Caulking all seams and penetrations to ensure a weatherproof seal. Painting the engineered wood siding with a high-quality exterior paint. Light gray color is preferred by The Woodlands Township and staff will work with the selected vendor to match existing park facilities with this color. <p><u>Metal Roof Sealing:</u></p> <ul style="list-style-type: none"> Thorough cleaning of the entire metal roof surface to remove dirt, debris, and any existing sealant. Repair of any minor tears, punctures, or rust spots on the metal roof. Application of a high-quality, silicone-based roof coating, preferably a Gaco product, according to the manufacturer's specifications. Ensuring even coverage and proper application techniques for optimal performance. 	
5.3	Flooring – Epoxy garage floor type	

5.3.1	<p><u>Materials:</u></p> <ul style="list-style-type: none"> • Bidders shall provide all materials, labor, and equipment necessary to complete the project. • Epoxy floor coating system: Specify the type of epoxy (e.g., self-leveling, trowel-applied) and the color for the base coat. Light to Mid-gray color is preferred. • Bidders are encouraged to propose specific epoxy brands and product lines with warranties. • New drain covers: Specify the material, size, and style of the drain covers. • The Woodlands Township reserves the right to approve all material selections. <p><u>Surface Preparation:</u></p> <ul style="list-style-type: none"> • Thorough cleaning and degreasing of the existing concrete floors to remove dirt, debris, and any contaminants. • Diamond grinding of the concrete surface to create a good profile for adhesion. • Repair of any cracks, spalling, or unevenness in the concrete floor using appropriate patching materials. <p><u>Epoxy Coating Application:</u></p> <ul style="list-style-type: none"> • Application of a high-quality, industrial-grade epoxy primer coat specifically designed for concrete floors. • Installation of a self-leveling or trowel-applied epoxy base coat in a color specified by The Woodlands Township. • Application of a high-performance epoxy topcoat for added durability and aesthetics (optional, depending on the finish). • Installation of cove base (optional) to create a seamless transition between the floor and walls and improve cleanability. <p><u>Curing and Finishing:</u></p> <ul style="list-style-type: none"> • Following manufacturer's recommendations for proper curing times between each epoxy layer. • Applying a final coat of sealant if necessary for enhanced stain resistance. <p><u>Drain Cover Installation:</u></p> <ul style="list-style-type: none"> • Removal of the existing drain covers. • Installation of new drain covers made of a durable, corrosion-resistant material (e.g., stainless steel, cast iron). • Ensuring proper fit and functionality of the new drain covers to prevent leaks or water pooling. 	
5.4	Restroom Equipment & Appliances – mirrors, toilet paper dispensers, doors, gates, partitions, baby changing stations	
5.4.1	<p><u>Materials:</u></p> <ul style="list-style-type: none"> • Bidders shall provide all materials, labor, and equipment necessary to complete the project. • Stainless steel mirrors: Ketcham mirror, stainless steel mirror surface, Model SSF-2436 is preferred. • Toilet paper dispenser: (Royce Rolls #TP-2 with #TP-Clip) is preferred, but alternative high-quality stainless steel standard double toilet paper dispensers may be proposed. • Dyson hand dryers: The Dyson HU02 model is preferred, but alternative high-performance and energy-efficient hand dryers may be considered. 	

	<ul style="list-style-type: none"> Restroom partitions: Provide options for doors with privacy locks if applicable, and any hardware necessary for installation. Provide pricing for Powder coated steel, Solid Plastic, Laminate, and Stainless-Steel options. Restroom entrance gates: Refinishing the current restroom gates that are in place at each facility. Re-installation of the gate, new track systems, and hardware. ECR4Kids Horizontal Diaper Wall Mounted Changing Stations: This model is preferred, but alternative baby changing stations with similar functionality made of safe and durable materials may be proposed. The Woodlands Township reserves the right to approve all material selections. <p><u>Demolition and Removal:</u></p> <ul style="list-style-type: none"> Removal of existing mirrors, toilet paper dispensers, paper towel dispensers (if applicable), hand dryers, and baby changing stations (if applicable). Disposal of all removed fixtures and hardware according to local regulations. <p><u>Installation:</u></p> <ul style="list-style-type: none"> Installation of new stainless-steel tamper-resistant mirrors securely fastened to the restroom walls. Installation of new stainless steel standard double toilet paper dispenser with clip (model #TP-2 with #TP-Clip) at designated locations in each restroom. Installation of new Dyson HU02 hand dryers according to manufacturer's specifications. Installation of new restroom partitions, including stall doors, pilasters, and necessary hardware. Installation of new ECR4Kids Horizontal Diaper Wall Mounted Changing Stations in designated locations within the restrooms. Refinishing and re-installation of existing restroom entrance gates, including roller tracks, door and mounting hardware. Refinishing needs to consist of sanding or prepping the gate followed by finish work on the gate. The gate needs to be painted with a high-quality, mildew-resistant acrylic latex, semi-gloss Black exterior paint. <p><u>Cleaning and Final Inspection:</u></p> <ul style="list-style-type: none"> Thorough cleaning of all restrooms upon completion of the project. Final inspection with The Woodlands Township to ensure all fixtures and hardware are installed correctly and function properly. 	
5.5	Electrical – New LED fixtures, motion censored lights	
5.5.1	<p><u>Materials:</u></p> <ul style="list-style-type: none"> Bidders shall provide all materials, labor, and equipment necessary to complete the project, including electrical work which will be performed by a licensed electrician. LED lighting fixtures: Bright LED Tri proof Light; Part # BRT-VPR-4-WC-3CCT-UNV-DIM; 4000K CCT Motion detectors: Specify the detection range and time-out settings for the motion sensors. The Woodlands Township reserves the right to approve all material selections. <p><u>Demolition and Removal:</u></p> <ul style="list-style-type: none"> Disconnection and safe removal of all existing lighting fixtures in the restrooms. 	

	<ul style="list-style-type: none"> • Proper disposal of all removed electrical components according to local regulations. • Patching and repairing any mounting holes or damage caused by existing fixture removal (electrical work to be completed by a licensed electrician). <p><u>Installation:</u></p> <ul style="list-style-type: none"> • Installation of new LED lighting fixtures throughout each restroom. <ul style="list-style-type: none"> ○ Bright LED Tri proof Light; Part # BRT-VPR-4-WC-3CCT-UNV-DIM; 4000K CCT ○ One light fixture per 250 square feet ○ Light fixture shall be installed horizontally on the ceiling providing downward light projection for restroom users ○ All wiring and conduit shall not be exposed and should be hidden by the ceiling tongue and groove surfacing. • Installation of occupancy sensors or motion detectors for automatic lighting control. <ul style="list-style-type: none"> ○ Specify the detection range and time-out settings for the motion sensors. <p><u>Electrical Work:</u></p> <ul style="list-style-type: none"> • A licensed electrician will perform all necessary electrical work, including: <ul style="list-style-type: none"> ○ Running new electrical wiring (if needed) to accommodate the LED fixtures and motion sensors. ○ Connecting the new lighting system to appropriate electrical circuits. ○ Verifying proper functionality and safety of the new lighting system. ○ All wiring and conduit shall not be exposed and should be hidden by the ceiling tongue and groove surfacing. Any exposed infrastructure needs to be approved by Township staff following inspection. <p><u>Cleaning and Final Inspection:</u></p> <ul style="list-style-type: none"> • Thorough cleaning of all restrooms upon completion of the project. • Final inspection with The Woodlands Township to ensure all lighting fixtures and motion sensors are installed correctly and function properly. 	
5.6	Plumbing – Toilets, sinks/faucets (ADA compliant), urinals	
5.6.1	<p><u>Materials:</u></p> <ul style="list-style-type: none"> • Bidders shall provide all materials, labor, and equipment necessary to complete the project, excluding work to be performed by a licensed plumber. • Plumbing fixtures: Kohler commercial floor mounted white tankless toilet bowls, Model# K-96057-SSL-0 (or similar), ADA-compliant toilets, Kohler commercial wall mounted white urinals with rear spud Model# K-5452-ETSS-0 (Dexter), Sloan Flushometer flush valves, and Kohler single-basin hand sink Model # K-1722-0 (Chesapeake) with ADA compliant piping covers (TRUEBRO LAV GUARD 2 preferred). • The Woodlands Township reserves the right to approve all material selections. <p><u>Demolition and Removal:</u></p> <ul style="list-style-type: none"> • Disconnection and removal of all existing toilets, urinals, sinks, and faucets in the restrooms. • Removal of any associated hardware, piping, and shut-off valves as needed. • Proper disposal of all removed plumbing fixtures and materials according to local regulations. 	

	<p><u>Installation:</u></p> <ul style="list-style-type: none"> • Installation of new Kohler commercial, ADA-compliant toilets, including appropriate carriers, flanges, and seats. Lever handles preferred. • Installation of new Kohler commercial, ADA-compliant urinals, including manual flush valves with lever handles. • Installation of new Kohler commercial, ADA-compliant single-basin hand sinks with metering faucets. <p><u>Plumbing Work:</u></p> <ul style="list-style-type: none"> • A licensed plumber will perform all necessary plumbing work, including: <ul style="list-style-type: none"> ○ Installation of new supply lines and drain lines for the new fixtures. ○ Connecting the new fixtures to appropriate water and drain lines. ○ Verifying proper functionality and water pressure for all fixtures. <p><u>Cleaning and Final Inspection:</u></p> <ul style="list-style-type: none"> • Thorough cleaning of all restrooms upon completion of the project. • Final inspection with The Woodlands Township to ensure all plumbing fixtures are installed correctly and function properly. 	
5.7	Ceiling – tongue and groove	
5.7.1	<p><u>Materials:</u></p> <ul style="list-style-type: none"> • Bidders shall provide all materials, labor, and equipment necessary to complete the project. • Tongue and groove ceiling material: #2 treated pine; 1 inch thick by 6 inch wide by 12-foot-long planks. • Moisture barrier (if required): <ul style="list-style-type: none"> ○ Standard 6 mil thickness polyethylene plastic sheeting ○ Must meet ASTM requirements ○ Must be Class A and maintain a 0.1 permeability ○ Must be puncture-resistant • Paint: Refer to specifications in section 5.1 • The Woodlands Township reserves the right to approve all material selections. <p><u>Demolition and Removal:</u></p> <ul style="list-style-type: none"> • Removal of any existing ceiling tiles, panels, or finishes in the restrooms (if present). • Proper disposal of all removed ceiling materials according to local regulations. <p><u>Surface Preparation:</u></p> <ul style="list-style-type: none"> • Inspection and repair of any existing cracks, holes, or damage to the restroom ceilings. • Installation of a moisture barrier over the entire ceiling surface, if required based on project location and building code. <p><u>Tongue and Groove Ceiling Installation:</u></p>	

	<ul style="list-style-type: none"> • Installation of a high-quality, moisture-resistant tongue and groove ceiling material throughout each restroom. • Secure fastening of the tongue and groove planks to the ceiling joists or a suitable framing system. • Trimming and finishing the edges of the ceiling with appropriate moldings. • Ensure proper holes and gaps for electrical infrastructure to be installed. <p><u>Painting:</u></p> <ul style="list-style-type: none"> • Include painting the installed tongue and groove ceiling in a color specified by The Woodlands Township. <p><u>Clean and Final Inspection:</u></p> <ul style="list-style-type: none"> • Thorough cleaning of all restrooms upon completion of the project. • Removal of all construction debris and waste materials from the work site. • Final inspection with The Woodlands Township to ensure the tongue and groove ceiling is installed correctly and finished according to specifications. 	
5.8	Additional Pricing	
5.8.1	<p><u>Additional Pricing:</u></p> <ul style="list-style-type: none"> • Decorative Screens – Bidders shall use decorative screen at Northshore Park as the standard. • Re-defining the CMU block joints for deeper definition. Bidders shall use Northshore Park as the standard. • New Restroom signage – signage must meet A.D.A. standards including grade two braille for the visually impaired; Lettering and pictures shall be white on a dark blue background; 9 inch tall by 6-inch-wide signage; Must be mounted to the building entrance according to the specified gender facilities (Men and Women). • If the contractor needs additional items, materials, or supplies to complete the contracted work, the Township asks that the contractor submit a proposal for materials & labor. Proposals shall include any tools, equipment, and labor needed for the project. A receipt shall be supplied with the invoice for all materials purchased for the jobs and projects. A mark-up percentage shall be provided in the Bid Tab Section 5.8. Mark-up shall be based on a wholesale price for any supplies or materials. The Township reserves the right to question the pricing of any products used for the projects and jobs to determine fair market value. <p>All options proposed shall meet the Township Parks standard and be approved by The Township staff prior to installation.</p>	

EXHIBIT B

BID TABULATION

5.1: PAINTING				
Description	Unit	Quantity	Unit Cost (Per Sq Ft)	Total Cost
Surface Preparation	Sq Ft			
Cleaning surfaces (dirt, dust, cobwebs, mildew)				
Patching minor holes and cracks				
Sanding rough surfaces				
Removing peeling/damaged paint				
Masking trim, fixtures, and surfaces	Sq Ft			
Application of Paint	Sq Ft			
First coat (acrylic latex)				
Second coat (acrylic latex)				
Touch-up and final inspection	Sq Ft			
5.1 Subtotal for Painting				

5.2: SIDING, EXTERIOR, AND ROOFS				
Description	Unit	Quantity	Unit Cost	Total Cost
Removal of existing exterior finishes/fixtures	Sq Ft			
Inspection and repair of CMU walls	Sq Ft			
Installation of moisture barrier	Sq Ft			
Installation of engineered wood siding	Sq Ft			
Trimming around windows, doors, and openings	Sq Ft			
Caulking all seams and penetrations	Sq Ft			

Painting of engineered wood siding	Sq Ft			
Roof sealing (silicone-based roof coating)	Sq Ft			
5.2 Subtotal for Siding, Exterior, and Roofs				

5.3: FLOORING (EPOXY COATING)				
Description	Unit	Quantity	Unit Cost (Per Sq Ft)	Total Cost
Surface Preparation	Sq Ft			
Cleaning and degreasing concrete floors				
Diamond grinding concrete surface				
Repair of cracks, spalling, unevenness				
Epoxy Coating Application	Sq Ft			
Primer coat (epoxy)	Sq Ft			
Base coat (self-leveling or trowel-applied)	Sq Ft			
Topcoat (optional)	Sq Ft			
Drain Cover Installation	Each			
5.3 Subtotal for Flooring				

5.4: RESTROOM EQUIPMENT & APPLIANCES				
Description	Unit	Quantity	Unit Cost	Total Cost
Removal of existing fixtures	Each			
Installation of new stainless-steel mirrors	Each			
Installation of new toilet paper dispensers	Each			
Installation of new hand dryers	Each			
Installation of new restroom partitions and hardware: 1. Powder Coated Steel 2. Solid Plastic 3. Laminate 4. Stainless Steel	Each		1. _____ 2. _____ 3. _____ 4. _____	

Refinishing and re-installation of restroom entrance gates, tracks, and hardware	Each			
Installation of new baby changing stations	Each			
5.4 Subtotal for Restroom Equipment & Appliances				

5.5: ELECTRICAL (LED FIXTURES, MOTION SENSOR LIGHTS)				
Description	Unit	Quantity	Unit Cost	Total Cost
Removal of existing lighting fixtures	Each			
Installation of new LED lighting fixtures	Each			
Installation of motion detectors	Each			
Electrical work (by licensed electrician)	Per hour			
5.5 Subtotal for Electrical				

5.6: PLUMBING (TOILETS, SINKS, FAUCETS, URINALS)				
Description	Unit	Quantity	Unit Cost	Total Cost
Removal of existing plumbing fixtures	Each			
Installation of new ADA-compliant toilets	Each			
Installation of new ADA-compliant urinals	Each			
Installation of new ADA-compliant hand sinks/faucets	Each			
Plumbing work (by licensed plumber)	Per Hour			
5.6 Subtotal for Plumbing				

5.7: CEILING (TONGUE AND GROOVE)				
Description	Unit	Quantity	Unit Cost (Per Sq Ft)	Total Cost
Removal of existing ceiling finishes	Sq Ft			
Surface Preparation	Sq Ft			

Inspection and repair of ceiling cracks, holes				
Installation of moisture barrier				
Tongue and Groove Ceiling Installation	Sq Ft			
Material and labor for tongue and groove planks				
Trimming and finishing				
Painting	Sq Ft			
5.7 Subtotal for Ceiling				

5.8: ADDITIONAL PRICING				
Description	Unit	Quantity	Unit Cost	Total Cost
Decorative Screens – Match style to Northshore Park decorative venting or screens	Sq Ft or per Unit			
Re-defining the CMU block joints – Match to Northshore Park CMU block	Sq Ft			
Installation of New Signage (Men’s/Women’s) at Restroom entrances	Per sign			
Additional labor (This only applies to labor needs not mentioned in sections 5.1 – 5.7)	Per Hour			
Materials and Supplies mark-up (This only applies to materials and supplies not mentioned in sections 5.1 – 5.7)	Percent	%_____		

5.9: Total Project Cost - Performance/Payment Bond	
Section Number	Total amount
Section 5.1	
Section 5.2	
Section 5.3	
Section 5.4	
Section 5.5	
Section 5.6	
Section 5.7	
Performance/Payment bond amount:	
Total Project cost:	

Exhibit C - Bid Certification

I, _____, certify that this bid, including the listed unit price in the bid tabulation, is made without prior understanding, agreement or connection with any corporation, firm, or person submitting a bid for the same materials, supplies or equipment and is in all respects fair and without collusion of fraud. I agree to honor the unit prices as submitted throughout the term of the **Park Restroom's Renovations**.

Contract Numbers: C-2024-0608

and abide by all conditions of this bid and certify that I am authorized to sign this bid for the bidder.

Date

Signature

Name (please print)

Title

Company Name

Address

Phone Number

E-mail address

Cell Phone Number

Exhibit D - Addendum Acknowledgement

Please acknowledge by signing and dating that you have seen the addenda posted with the bid on <http://www.thewoodlandstownship-tx.gov/bids>.

Addenda #1 _____ Date Received _____/_____/2024
MM DD

Addenda #2 _____ Date Received _____/_____/2024
MM DD

Addenda #3 _____ Date Received _____/_____/2024
MM DD

Exhibit E - Conflict of Interest Questionnaire

CONFLICT OF INTEREST QUESTIONNAIRE For vendor doing business with local governmental entity		FORM CIQ
<p>This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.</p> <p>This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).</p> <p>By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.</p> <p>A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.</p>	<div style="text-align: center; border-bottom: 1px solid black; padding-bottom: 2px;">OFFICE USE ONLY</div> <div style="padding: 5px;"> Date Received </div>	
<div style="border: 1px solid black; padding: 2px;">1</div> Name of vendor who has a business relationship with local governmental entity.		
<div style="border: 1px solid black; padding: 2px;">2</div> <input type="checkbox"/> Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)		
<div style="border: 1px solid black; padding: 2px;">3</div> Name of local government officer about whom the information is being disclosed.	<div style="border-bottom: 1px solid black; width: 80%; margin: 0 auto;"></div> Name of Officer	
<div style="border: 1px solid black; padding: 2px;">4</div> Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.		
<div style="margin-bottom: 20px;"> A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor? <div style="margin-top: 10px;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </div> </div> <div> B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity? <div style="margin-top: 10px;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </div> </div>		
<div style="border: 1px solid black; padding: 2px;">5</div> Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.		
<div style="border: 1px solid black; padding: 2px;">6</div> <input type="checkbox"/> Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).		
<div style="border: 1px solid black; padding: 2px;">7</div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 60%;"> <div style="border-bottom: 1px solid black; width: 100%;"></div> Signature of vendor doing business with the governmental entity </div> <div style="width: 35%;"> <div style="border-bottom: 1px solid black; width: 100%;"></div> Date </div> </div>		

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

- (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
- (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
- (3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

- (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
- (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

- (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
- (B) that the vendor has given one or more gifts described by Subsection (a); or
- (C) of a family relationship with a local government officer.

Exhibit F -References

Please provide information from three (3) references of similar work scope, representing experience within the past five (5) years:

1. Agency/Company:

Contact Name:

Contact Phone:

Products delivered:

2. Agency/Company:

Contact Name:

Contact Phone:

Products delivered:

3. Agency/Company:

Contact Name:

Contact Phone:

Products delivered:

Exhibit G –Statement of Qualifications

DATE SUBMITTED _____

All questions must be answered, and the data given must be clear and comprehensive. **This statement must be notarized.** If necessary, questions may be answered on separate attached sheets. The Firm may submit any additional information that is pertinent.

1. Name of Firm - _____
2. Permanent main office address - _____
3. If a corporation, where incorporated - _____
4. How many years have you been engaged in the Construction business? Under what firm or trade names and how long under each?

5. Contracts on hand (show gross dollar amount of each contract and the anticipated date of completion):

6. Are you licensed as Contractor in the State of Texas?
Yes____ No____ If "Yes", please provide Contractor numbers?

7. General character of work performed by your firm - _____

8. Has your firm ever failed to complete any work awarded to you?
Yes____ No____ If "Yes", where and why?

9. Has your firm ever defaulted on a contract?
Yes____ No____ If "Yes", where and why?

10. List 5 projects of similar size and scope:

	Firm	Name	Contract	Value	Contact Information
1.					
2.					
3.					
4.					
5.					

11. Are any lawsuits pending against you or your firm at this time?

Yes___ No___ If "Yes", PROVIDE DETAILS.

12. Have any charges been filed against you or your firm or the bidding entity with the Texas Office of Contract Compliance, the Equal Opportunity Commission, the State of Texas Civil Rights Commission, or any other similarly constituted entity charges by any state or local government with the enforcement of anti-discrimination legislation or regulations?

Yes___ No___ If "Yes", PROVIDE DETAILS.

13. The undersigned hereby authorizes and requests any person, firm, or corporation to furnish any information requested by the Associations in verification of the recitals comprising this Statement of Bidder's Qualifications.

DATED AT _____ on this _____ day of _____ 20__.

(SEAL)

(Name of Bidder)

By _____

(Signature)

Title _____

Exhibit H – Subcontractors

LIST OF SUBCONTRACTORS (Required with Bid Submittal)

Please list all subcontractors to be used and work that they will perform as part of this bid. Bidder certifies that all Subcontractors listed are eligible and legally able to perform the Work.

Subcontractor's Name

Subcontractor's Type of Work

If no Subcontractors are to be used, please make this page with the word NO SUBCONTRACTORS WILL BE USED

The Contractor whose Bid is accepted shall not substitute for a Subcontractor who is named herein, without written approval from The Woodlands Township.

Exhibit I - Insurance Requirements

Contractor agrees to procure and always maintain, at Contractor's sole cost and expense, during the performance of the Work and for so long as this Contract remains in effect, policies of insurance with carriers reasonably acceptable to the Township in the minimum amounts outlined below:

- a. Worker's compensation and employer's liability coverage complying with the applicable laws of the State of Texas, covering all employees, agents and representatives of Contractor and all Subcontractors engaged in any manner in performance of the Work. Employer's liability coverage shall have a minimum limit of \$1,000,000 for liability arising out of any accident related to the Work.
- b. Comprehensive general liability insurance, including Contractor's protective liability, in Contractor's name, with combined bodily injury and property damage of not less than \$1,000,000 per occurrence, and will include, without limitation, the following coverages:
 - (1) XCU Coverage,
 - (2) Contractual Liability Coverage,
 - (3) Completed Operations and/or Products Liability Coverage, commencing with issuance of Final Certificate for Payment, and extending for at least two (2) years from that date, and
 - (4) (X), (C) and (U) exclusions shall be removed.
- c. Comprehensive Automobile Liability Insurance, with combined single limit bodily injury and property damage of not less than \$1,000,000 per occurrence. Such coverage shall include owned, hired and non-owned vehicles of Contractor or Contractor's employees, agents, representatives or Subcontractors.
- d. Cyber Risk Insurance (including professional oversight liability) covering acts, errors, and omissions arising out of operations or services with minimum limits of \$1,000,000 per occurrence, \$2,000,000 annual aggregate.
- e. All insurance policies required by this Paragraph 7 shall contain a clause waiving any right of subrogation against The Woodlands Township. Insurance policies under (b), and (c), shall include The Woodlands Township as an additional insured.
- f. With reference to the foregoing insurance requirement, Contractor shall specifically endorse applicable insurance policies as follows:
 - (1). The Woodlands Township shall be named as an additional insured with respect to General Liability and Automobile Liability.
 - (2). Additional insured for The Woodlands Township should be on a primary and non-contributory basis.
 - (3). All liability policies shall contain no cross-liability exclusions or insured versus insured restrictions.
 - (4). A waiver of subrogation in favor of The Woodlands Township shall be contained in the Workers Compensation and all liability policies.

- (5). All insurance policies shall be endorsed to require the insurer to immediately notify The Woodlands Township of any material change in the insurance coverage.
- (6). All insurance policies shall be endorsed to the effect that The Woodlands Township will receive at least thirty- (30) days' notice prior to cancellation or non-renewal of the insurance.
- (7). All insurance policies, which name The Woodlands Township as an additional insured, must be endorsed to read as primary coverage regardless of the application of other insurance.
- (8). Required limits may be satisfied by any combination of primary and umbrella liability insurances.
- (9). Contractor may maintain reasonable and customary deductibles, subject to approval by The Woodlands Township.
- (10). Insurance must be purchased from insurers that are financially acceptable to The Woodlands Township.
- (11). Transmittal of proof of insurance should reference the Woodlands Township contract number (as listed in the footer below).

All insurance must be written on forms filed with and approved by the Texas Department of Insurance. Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent and shall contain provisions representing and warranting the following:

- a. Sets forth all endorsements and insurance coverages according to requirements and instructions contained herein.
- b. Shall specifically set forth the notice-of-cancellation or termination provisions to The Woodlands Township.
- c. All contractors and Subcontractors must be meeting minimum OSHA safety requirements as applicable to their operations.

Contractor shall, before the Contract is signed, and at any time following execution thereof at the request of the Township, furnish the Township with a certificate and proof of such additional endorsements or other documentary evidence that the aforementioned insurance policies have been procured with such additional endorsements, that premiums have been paid and that such policies remain in place. Such certificate or other evidence shall bear an agreement that the Township will be given thirty (30) days prior written notice by the Insurance Company furnishing the certificate before the insurance is cancelled or changed in any manner or for any reason during the period of coverage as stated on the certificate.

The Township reserves the right to change the type of insurance required, limits required, and/or endorsements required as the Township sees fit.

Exhibit J -Bid Bond SAMPLE

BID BOND – SAMPLE - (Bid Bond Required with Bid Submittal)

KNOW ALL MEN BY THESE PRESENTS: That we, the undersigned, _____ as Principal and _____, a _____ duly organized under the laws of the State of _____ as Surety, are hereby held and firmly bound unto The Woodlands Township as Oblige in 2% of Principal's Bid Amount for the payment of which sum will and truly to be made, the Principal and Surety bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally firmly by these presents.

WHEREAS the above-named Principal submitted a bid for _____.

NOW, THEREFORE, (1) if the Oblige shall accept the Bid of the Principal and the Principal and Oblige shall execute The Township-Contractor Agreement which is part of these Contract Documents and the Principal shall provide all Bonds, as required by the Contract Documents, and the Principal shall, in all other respects, perform any obligations due the Oblige as a result of the submission of its Bid, or (2) the Oblige shall reject the Principal's Bid, or fail to execute The Township-Contractor Agreement within 7 days of receipt from the CONTRACTOR, then this obligation shall be null and void, but otherwise it shall remain in full force and effect.

ATTEST:

PRINCIPAL

By: _____
(Principal) Secretary

(SEAL)

(Address)

(Witness as to Principal)

(Address)

Exhibit K – PERFORMANCE/PAYMENT BOND (SAMPLE)

_____, as principal, hereinafter call the CONTRACTOR, and _____, as surety, with general offices in _____, a corporation organized under the laws of the State of _____, and authorized to transact business in the State of Texas, are hereby bound unto The Woodlands Township, as obligee, in the sum of 100% of the value of the Contract amount in United States currency, for the payment of which sum the CONTRACTOR and surety bind themselves, their heirs, executors, administrators, successors, and assigns, jointly and severally. **WHEREAS**, the CONTRACTOR has entered in a written contract with the Township dated January 1, 2025, **Park Restroom's Renovations** in accordance with plans and specifications referenced in the Contract associated with the 2025 Project Contract.

NOW THEREFORE, the conditions of this performance bond are such that, if the CONTRACTOR shall satisfactorily perform the Contract for twelve (12) months, then this bond shall be null and void; otherwise, the surety shall pay the full amount of this performance bond.

In addition, if the CONTRACTOR or his subcontractor shall fail to duly pay for any labor, materials, team hire, sustenance, provisions, provender, or other supplies used or consumed by such CONTRACTOR or his subcontractor is performance of the Contract or shall fail to duly pay any person who supplies rental machinery, tools, or equipment in the prosecution of the work, then the surety shall pay the same in an amount not exceeding the sum specified in the bond together with interest at a rate of eight percent per annum.

THE UNDERSIGNED SURETY for value received hereby agrees that no extension of time, change in, addition to, or other modification of the terms of the Contract to be performed thereunder or of the specifications of the contract documents shall in any way affect its obligations on this bond and the surety does hereby waive notice of any such extension of time, change, addition, or modifications.

EXECUTED on this _____ day of _____, 2022

BY: _____
(Contractor)

ATTEST:

BY: _____ By: _____
(President) (Surety Company)

By: _____ By: _____
(Secretary) (Attorney-in-Fact)

Exhibit L -Bid Submission Checklist

Only items marked with YES are applicable to this bid

If additional information is needed, please contact the project coordinator identified in this document

Vendor must initial each required task as it is completed.

Vendor must include this form as the cover page to the bid submittal.

Vendor Name:					
Individual submitting:					
Contract Number					
Required	Item	Bidder has included in Submitted Packet (Initial)	Required	Item	Bidder has included in Submitted Packet (Initial)
YES	General Specifications and Acknowledgement		YES	References	
YES	Bid Tabulation Form		YES	Notarized Statement of Bidders Qualifications	
YES	Bid Certification		YES	Bid Bond-2% of value of bid	
YES	Addendum Acknowledgment		YES	Sub-Contractor List	
YES	State Texas Licensed Pesticide Applicator		YES	Signed Conflict of Interest Questionnaire (CIQ)	
YES	State Texas Licensed Irrigator		YES	Equipment List	
YES	Staffing and Operations Plan		YES	Supporting Documents	
After awarded the following documents must be provided- Initial if you are prepared to provide these after awarded, as required					
Required		Acknowledged	Required		Acknowledged
YES	Form 1295 – “Certificate of Interested Parties”		YES	Payment Bond This applies to bids that exceed \$25,000	
YES	Performance Bond Requirements. This applies to bids that exceed \$25,000		YES	Worker’s Compensation Check if you are prepared to provide this after award, inclusive of endorsement forms, as required, if applicable	
YES	General Liability and Auto Check if you are prepared to provide this after award, inclusive of endorsement forms, as required, if applicable				

It is the vendors responsibility to be thoroughly familiar with all bid requirements and specifications

Staff Initial _____	Staff Initial _____
Date & Time _____	Date & Time _____

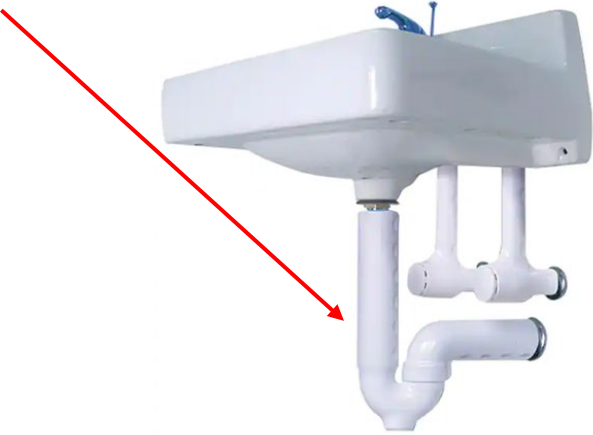

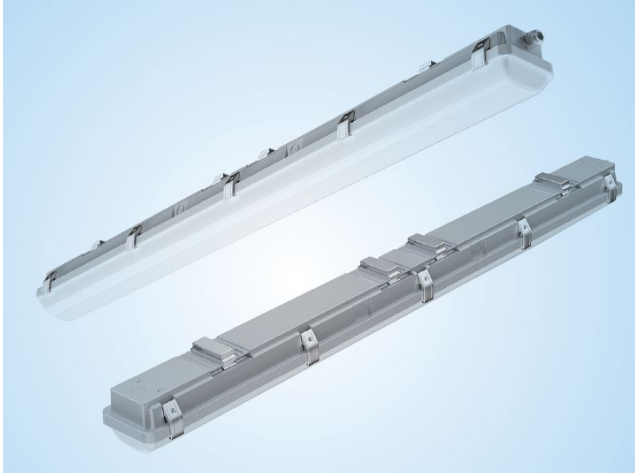
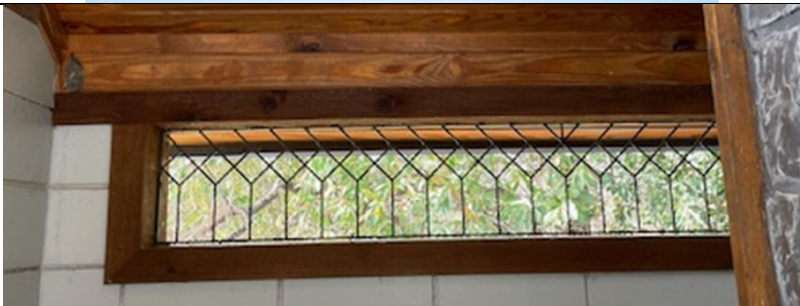
Exhibit M – Park Addresses

Park Name	Address	Village
1. ALDEN BRIDGE PARK	7725 ALDEN BRIDGE DR.	ALDEN BRIDGE
2. CATTAIL PARK	9323 COCHRAN'S CROSSING DR	COCHRAN'S CROSSING
3. CRANEBROOK PARK	11800 CRANEBROOK DR	STERLING RIDGE
4. CREEKWOOD PARK	3383 S PANTHER CREEK DR	PANTHER CREEK
5. FALCONWING PARK	10777 FALCONWING DR	INDIAN SPRINGS
6. FORESTGATE PARK	7505 S FORESTGATE DR	INDIAN SPRINGS
7. GROGAN'S POINT PARK	180 GROGAN'S POINT RD	GROGAN'S MILL
8. HARPER'S LANDING PARK	2 BLAIR BRIDGE DR	COLLEGE PARK
9. LAKESIDE PARK	5001 W ALDEN BRIDGE DR	ALDEN BRIDGE
10. MEADOWLAKE PARK	9501 N PANTHER CREEK DR	PANTHER CREEK
11. RIDGEWOOD PARK	4192 INTERFAITH WAY	PANTHER CREEK
12. TAMARAC PARK	1300 N MILLBEND DR	GROGAN'S MILL
13. WINDVALE PARK	7600 WINDVALE CIR	ALDEN BRIDGE

Exhibit N – Additional Project Material Information

<p>1. Mirrors: Ketcham mirror, stainless steel mirror surface, Model SSF-2436 is preferred.</p>	
<p>2. Royce Rolls #TP-2 with #TP-Clip</p>	
<p>3. Kohler commercial floor mounted tankless toilet bowls, Model#K-96057-SSL-0</p>	

<p>4. Kohler commercial wall mounted urinal, Model # K-5452-ETSS-0 (Dexter)</p>	
<p>5. Kohler commercial wall mounted sink with single faucet, Model # K-1722-0 (Chesapeake)</p>	
<p>6. ECR4Kids Horizontal Diaper Wall Mounted Changing Stations</p>	

<p>7. TRUEBRO LAV GUARD 2</p>	
<p>8. Dyson Hand Dryer HU02</p>	
<p>9. Bright LED Tri Proof Light, Part # BRT-VPR- 4-WC-3CCT-UNV-DIM</p>	
<p>10. Vents and Decorative Screening</p>	

11. New Restroom
Signage

