



P.O. Box 5327 • 5700 R Street • Lincoln, NE 68505

REQUEST FOR PROPOSALS

PROJECT: **HERITAGE SQUARE APARTMENTS CARPET REPLACEMENT - 2025**
2301 "W" Street and 860 North 23rd Street
Lincoln, Nebraska

OWNER: Lincoln Housing Authority
5700 "R" Street
Lincoln, Nebraska 68505

ARCHITECT: Corby Renard, Development Coordinator
Lincoln Housing Authority
P. O. Box 5327, 5700 "R" Street
Lincoln, Nebraska 68505
Telephone: 402-326-2916
E-mail: corby@l-housing.com

DATE: November 4, 2025

JOB NUMBER CI-2026-26

PROJECT DESCRIPTION

Project consists of removing and replacing approximately 3,354 square feet of existing carpet and wall base.

Form of Contract shall be AIA A104-2017 issued by the Lincoln Housing Authority.

Proposals should be submitted by Tuesday, **November 18th, 2025, at 5:00 PM.**

Contact Development Coordinator (Corby Renard 402-326-2916) for pre-bid walkthrough.

SECTION 01 00 00 - GENERAL

1. Proposal: Provide proposal on Contractor's standard form. Provide pricing to remove and replace existing carpet shown on the attached Site List and Drawings. Proposal shall reference this Request for Proposal document. Proposal should be submitted by Tuesday, **November 18th, 2025, at 5:00 PM.**
2. Review of Sites and Documents: Determine that the Work can be executed as shown on the Drawings and in the Specifications. Notify the Development Coordinator immediately of any discrepancies. If any errors or omissions are found in the Drawings or any other documents during bidding or construction, the Contractor shall notify the Development Coordinator and request clarification before proceeding with the Work. The Contractor shall field verify the square-footages described in the site list prior to submitting a proposal.
3. Bonds: **No bonds** are required for this proposal, neither Bid Bond or Performance and Labor and Material Bond.
4. Insurance: **Before LHA will issue a Contract**, the Contractor shall furnish LHA with a certificate of insurance showing the minimum insurance coverage as attached below is in force.
5. Payments to Contractor: Application for payment shall be submitted to the Owner no later than the 5th day of each month for work completed through the last day of the preceding month. Each application shall be signed **and notarized**. Payment shall be made by the 20th of the same month. Retainage shall be 5% of each application for payment.
6. Contractors Responsibility for Work: The Contractor shall supervise and direct the Work, using the Contractor's best skill and attention. The Contractor shall be solely responsible for and have control over construction means, methods, techniques, sequences and procedures, and for coordinating all portions of the Work under the Contract, unless Contract Documents give other specific instructions concerning these matters.

The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Contract. The Contractor shall not permit employment of unfit persons or persons not skilled in tasks assigned to them.

Protect the Work, adjoining property, and the public. The Contractor shall be responsible for any and all damage or injury due to his acts or neglect. Furnish all such repair work to rectify any damage at no extra cost to the Owner.

7. Tenant Notice: The Contractor shall notify affected tenants and the LHA Project Coordinator (Corby Renard at 402-326-2916) at least 48 hours prior to the commencement of the work.

8. Construction Schedule: Coordinate with Owner's representative to schedule work. Complete in least practical amount of time. **All work is to be completed prior to March 16, 2026.**
9. Temporary Facilities & Controls: Provide barricades and signs as required to direct traffic around work. Restrooms in lower level of building, near community room, will be provided by Owner for use by Contractor. Failure to maintain restrooms in clean manner will constitute withdrawal of privilege use by Contractor.
10. Cleaning: Keep the site of work clean. Clean up and remove work related debris immediately upon completion of each day's work. Maintain clear pathway for exiting from each apartment to any exit enclosure (stairwell or building entry/exit).

END OF SECTION

SECTION 02 41 19 - SELECTIVE DEMOLITION

PART ONE - GENERAL

1.1 DESCRIPTION

1.1.1 Work included: Selective removal and subsequent off-site disposal of existing flooring including, but not necessarily limited to:

- 1) Removal of existing carpeting, carpet adhesive, vinyl wall base, and other items to be replaced;
- 2) All other items which must be removed to complete work as described in the Drawings and these Specifications.

1.2 JOB CONDITIONS

1.2.1 Occupancy: Owner's Tenants will occupy buildings immediately adjacent to areas of selective demolition. Conduct selective demolition work in a manner that will minimize the need for disruption of Owner's Tenant's normal operations. At all times, maintain clear, usable, exit pathway from each apartment door to stairwells, elevator lobbies, and exit doors. Coordinate with Owner to schedule demolition activities.

1.2.2 Condition of Structures: Owner assumes no responsibility for actual condition of items to be demolished. Conditions existing at time of commencement of contract will be maintained by Owner insofar as practicable; however, variations may occur.

1.2.3 Salvageable Items: All removed material shall be removed from the site for disposal or Contractor's salvage. Contractor's storage or sale of removed items on site will not be permitted.

1.2.4 Utility Services: Maintain existing utilities to remain. Keep in service and protect against damage during demolition.

1.3 PRODUCT HANDLING

1.3.1 Protection: Provide temporary barricades and other forms of protection as required to protect Owner's Tenants and general public from injury due to selective demolition work. Use all means necessary to protect all items and construction to remain, including but not limited to flagging and barricades.

1.3.2 Replacements: In the event of damage, immediately make all repairs and replacements necessary to the approval of the Owner and at no additional cost to the Owner.

PART TWO - PRODUCTS

2.1 ENVIRONMENTAL CONTROLS

Comply with governing regulations pertaining to environmental protection.

PART THREE - EXECUTION

3.1 INSPECTION

Prior to all work of this Section, inspect areas in which work will be performed. Photograph existing conditions of structure, surfaces, equipment, or surrounding properties that could be misconstrued as damage resulting from selective demolition work; file with Owner prior to starting work.

3.2 PREPARATION

3.2.1 Barricades: Erect and maintain barricades as required to prevent persons from entering and falling in areas where carpet and carpet adhesive is removed.

3.3 DEMOLITION

3.3.1 Scheduling: Coordinate removal and replacement with Owner. Limit work to 8:00 AM to 5:00 PM weekdays only. No work will be allowed on Thanksgiving, Christmas, New Years holidays.

3.3.2 Carpet: Use removal methods that will not damage existing concrete floor.

3.3.3 Carpet adhesive: Use removal methods that will not damage existing concrete floor.

3.3.3 If unanticipated mechanical, electrical, or structural elements that conflict with intended function or design are encountered, investigate and measure both nature and extent of conflict. Submit report to Owner in written, accurate detail. Pending receipt of directive from Owner, rearrange selective demolition schedule as necessary to continue overall job progress without delay.

3.4 CLEANUP

3.4.1 Disposal of Demolished Materials: Remove debris, rubbish, and other materials resulting from demolition operation from building and building site. Transport and legally dispose off site. If hazardous materials are encountered during demolition operations, comply with applicable regulations, laws, and ordinances concerning removal, handling, and protection against exposure or environmental pollution. Burning of removed materials is not permitted on project site.

3.4.2 Final Cleanup: Upon completion of demolition work, remove tools, equipment, and demolished materials from site.

END OF SECTION

SECTION 09 68 00 - CARPET - GLUE DOWN

PART ONE - GENERAL

1.1 DESCRIPTION

1.1.1 Work included: Provide all carpeting and accessories complete, in place, as shown on the Drawings, specified herein, and needed for a complete and proper installation.

1.2 QUALITY ASSURANCE

Use only skilled workmen who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.

1.3 PRODUCT HANDLING

1.3.1 Protection: Use all means necessary to protect the materials of this Section before, during and after installation and to protect the work and materials of all other trades. Storage space for materials is available in the lower level of the building.

1.3.2 Replacement: In the event of damage, immediately make all repairs and replacements needed to the approval of the Owner and at no additional cost to the Owner.

1.5 EXTRA STOCK

Upon completion of the work of this Section, deliver to the Owner all large remnants of each color and type of carpet used in the Work.

PART TWO - PRODUCT

2.1 CARPET

Provide and install Style: Format 54950 Broadloom, Color: System 50200, as manufactured by Mainstreet by Philadelphia, or equal, approved in advance of submission of Price Quote.

2.2 OTHER MATERIALS

2.2.1 Transitions: Furnish transitions where carpet abuts other floor materials. Color, finish, and style of transitions shall be selected by the Owner. Submit samples as required. Similar color to Wall Base selection.

2.2.2 Carpet adhesive shall be as recommended for the purpose by the manufacturer of the carpet.

2.2.3 Wall Base: Tarkett / Johnsonite Traditional Vinyl Wall Base #47 Brown 4" Cove (with Toe).

2.2.4 Other materials required shall be as selected by the Contractor subject to the approval of the Owner.

PART THREE - EXECUTION

3.1 INSPECTION

Examine the areas and conditions under which work of this Section will be performed. Correct conditions detrimental to the proper and timely completion of the Work. Do not proceed until unsatisfactory conditions have been corrected.

3.2 SURFACE PREPARATION

3.2.1 Surfaces: Make all substrata level and free from irregularities. Assure one constant floor height after carpet is installed, grinding high spots and filling low spots, cracks, holes, etc. with a latex-cement patching compound, as required.

3.2.2 Cleaning: Remove all paint, oils, waxes, sealers, and curing compounds not compatible with the adhesives employed. Organic solvents should not be used. Broom clean and vacuum all surfaces to be covered and inspect the subfloors. Start of laying of carpeting will indicated acceptance of subfloor conditions.

3.3. INSTALLATION

3.3.1 General: Where carpet is scheduled, glue directly to subfloor, using no pad or foam. Acclimate new carpet to installed conditions as recommended by manufacturer. Scribe the carpet accurately to all vertical surfaces. Carpet, when installed, shall be flat and smooth and free from buckles and puckers. Follow manufacturers directions when installing carpet squares. Install transitions where carpet abuts a different floor material.

3.4 CLEANING AND PROTECTION

3.4.1 Cleaning-up: Thoroughly clean all carpet surfaces prior to final acceptance of the carpeted areas by the Owner.

3.4.2 Protection: Provide a heavy non-staining paper or plastic walkway as required over carpeting in direction of foot traffic, maintaining intact until carpeted space is accepted by the Owner.

END OF SECTION

Insurance: **Before starting any work**, the Contractor shall furnish LHA with a certificate of insurance showing the minimum insurance coverage listed below, or greater if required by law, is in force. Contractor shall maintain the specified insurance coverage until all obligations under this Contract are satisfied. Failure to do so shall constitute material breach of this Contract upon which the Owner may immediately terminate the Contract. Insuring company must be lawfully authorized to do business in the State of Nebraska and rated at least A-VII in the current Best Company ratings. Evidence of rating must be provided along with the certificate of insurance. The Contractor's insurance certificate shall list The Housing Authority of the City of Lincoln, its officers, officials, agents, employees and volunteers as Additional Insureds. If, by the terms of this insurance, any mandatory deductibles are required, the Contractor shall be responsible for payment of mandatory deductibles in the event of a paid claim.

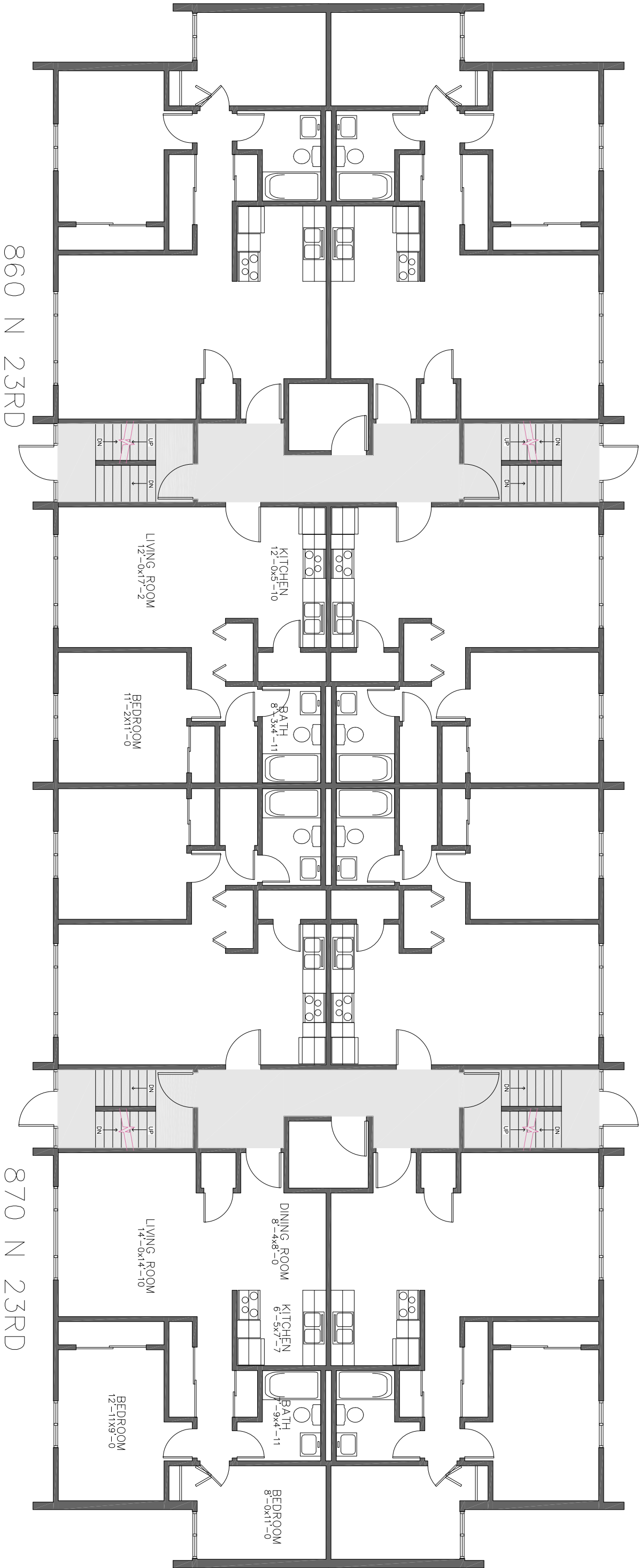
1. General Liability:

Each Occurrence	\$1,000,000
Damage to Rented Premises	\$ 0
Medical Expense (Any one person)	\$ 0
Personal & Advertising Injury	\$1,000,000
General Aggregate	\$2,000,000
Products Completed/Operations Aggregate	\$2,000,000
2. Automobile Liability:

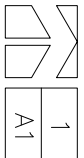
Combined Single Limit	\$ 500,000
or	
Bodily Injury (Per person)	\$ 250,000
Bodily Injury (Per accident)	\$ 500,000
Property Damage (Per accident)	\$ 100,000
3. Umbrella Liability/Excess Liability:

Each Occurrence	\$ 0
Aggregate	\$ 0
4. Worker's Compensation & Employer's Liability:

Worker's Compensation	Statutory
E.L. Each Accident:	\$ 500,000
E.L. Disease (Each employee)	\$ 500,000
E.L. Disease (Policy limit)	\$ 500,000



BUILDING "A" – 3 TOTAL FLOORS SIMILAR TO THIS
NEW CARPET IN SHADED AREAS



NOT TO SCALE:

FLOOR PLAN "A" – NEW CARPET AREA SHADED

A1

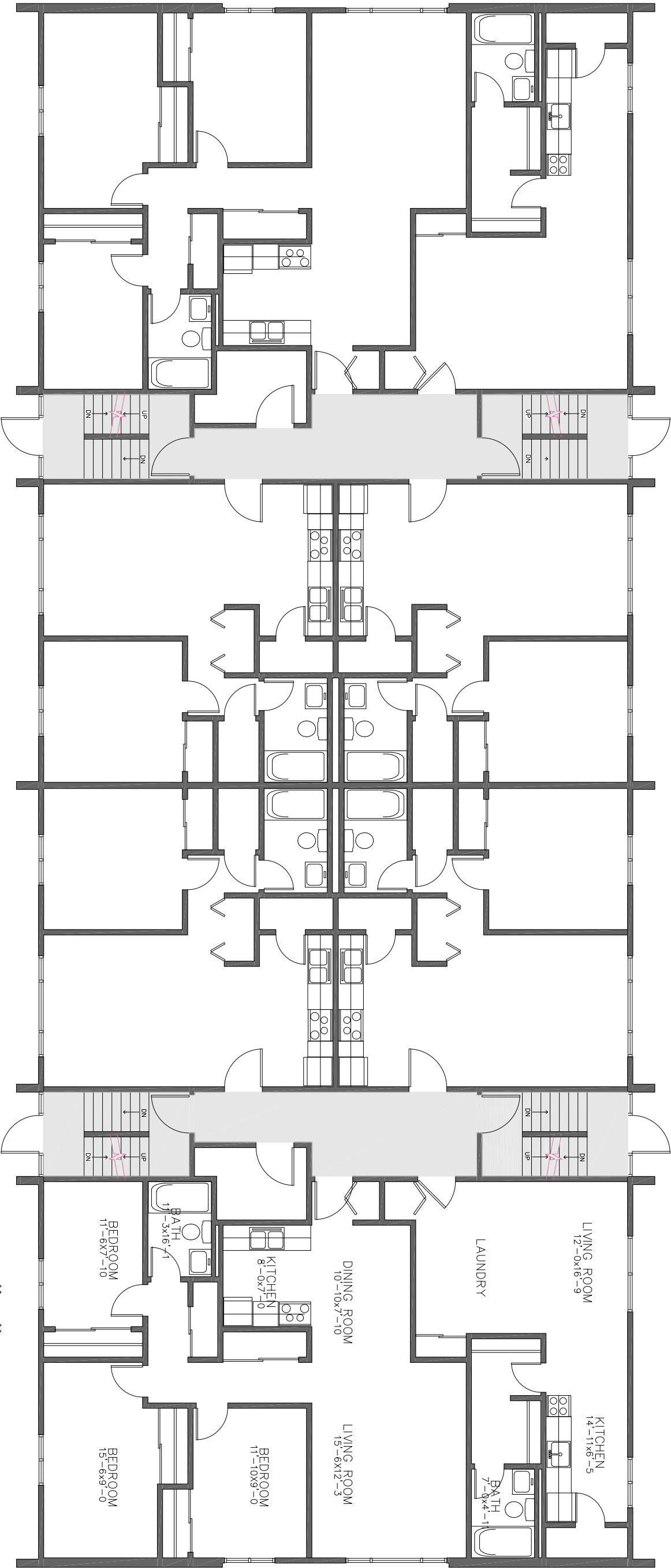
Lincoln Housing Authority

5700 R Street Lincoln, Nebraska 68505 Ph. (402) 434-5558

HERITAGE SQUARE APARTMENTS CARPET REPLACEMENT – 2025

11/04/2025

JOB NO. CI 2026-26



2301 "W" STREET

BUILDING "B" – 3 TOTAL FLOORS SIMILAR TO THIS
NEW CARPET IN SHADED AREAS

2311 "W" STREET

  1 FLOOR PLAN "B" – NEW CARPET AREA SHADED
A2 NOT TO SCALE: