### Bid Number
- 202100396-DPC161004818

### Contract Name
- Floor Covering & Installation Services

### Effective Dates
- June 10, 2021 - June 9, 2024 with one (1) one-year renewal option

### Awarded Vendors and Contacts

- **Bentley Mills Inc.** Carolyn Drummond (626)-413-0446
- **Engineered Floors LLC / J+J Flooring Group** Rachell Byers 706.529.9658 x18608
- **Interface Americas Inc.** Sharon Johnson (706)-812 6356
- **Mannington Commercial** Jennifer Higgins (800) 241-2262 ext.6541
- **Mohawk Carpet Distribution Inc.** AnnaLeigh Kone (706) 879-6554
- **Milliken Services, LLC** Dawn Weathers (404)-304-3697
- **Shaw Industries** Shelli Warren (770) 276-7506
- **Tarkett USA Inc.** Jamie Collins (706) 281-2730

### Contract Covers
- This contract covers the following flooring categories and installation depending on the number of square yards purchased (1 – 999, 1000 – 1499, and over 1500):
  - CATEGORY A: Vinyl
  - CATEGORY B: Rubber
  - CATEGORY C: Ceramic
  - CATEGORY D: Porcelain
  - CATEGORY E: LVT
  - CATEGORY F: Carpet
  - CATEGORY G: Carpet Tile
  - CATEGORY H: Vinyl Tile
  - CATEGORY I: CVT
  - CATEGORY J: Hardwood Flooring
  - CATEGORY K: Laminate Flooring
  - CATEGORY L: Sport Flooring
  - CATEGORY M: Ancillary Items

### Mandatory Contract
- This is a mandatory Statewide Term Contract for state agencies, departments, institutions, universities, and community colleges - unless exempted by North Carolina General Statute. Additionally, non-mandatory entities, including schools and local government, that are allowed by general statute may use this contract.

### Special Note
- If a buyer requires floor covering from an awarded manufacturer that is not covered under contract and is required based on standardization to match existing floor coverings, the buyer shall follow normal purchasing procedures based on a brand-specific waiver of competition to purchase.
Order Placement

The awarded manufacturers are required, upon request by a buyer, to provide the manufacturer's catalogs and descriptive literature and/or URL address with flooring material descriptive literature, manufacturer’s user-accessible URL for MSRP of all options.

The awarded manufacturer will send an authorized North Carolina installer to conduct a site visit and determine a scope of work. The authorized installer submits a labor cost to the awarded manufacturer, who sends an itemized cost for materials and installation to the buyer. This information is to be provided to the buyer within three (3) business days of the request. Such information shall be provided at no charge to the buyer.

The Buyer shall contact the desired manufacturer on how the orders will be placed. The table below shows each Manufacturer’s preference for where to send PO’s:

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<tr>
<th>Manufacturer</th>
<th>PO’s can be sent to…</th>
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<tbody>
<tr>
<td></td>
<td>Manufacturer</td>
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<tr>
<td>Bentley Mills</td>
<td>✓</td>
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<tr>
<td>Engineered Floors</td>
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Upon completion, inspection, and acceptance of the flooring materials and sign off, the awarded manufacturer shall submit an invoice to the buyer with required information provided within the invoice.
| QA Inspections | It is the responsibility of the receiving agency to inspect the entire project (carpet, supplies, and installation charges) upon delivery and after installation to ensure compliance with the contract requirements and specifications. 

**NOTE:** For certain products, if the receiving agency discovers any defects in the carpet or installation workmanship, a warranty claim MUST be filed with the manufacturer as few as seven (7) days from the date the defect is discovered, or the warranty claim will be denied. Review the warranty information for any products ordered. 

**INVOICES MAY NOT BE PAID BY THE USING AGENCY UNTIL AN INSPECTION HAS OCCURRED AND THE GOODS ACCEPTED.** |
| Return Policy | The awarded manufacturers shall accept merchandise returns from buyers for thirty (30) business days after delivery. The awarded manufacturers shall provide full credit or full refund to buyers, whichever a buyer requests, within thirty (30) business days on all returns of ordered products that are in original packaging and in re-sellable condition. The awarded manufacturers shall not impose a restocking fee on the buyer for merchandise that has been returned unless it is a specialty item and the buyer has been notified, at the time of placement of an order, of the potential restocking fee. 

Flooring materials or supplies that are unacceptable because of quality problems, duplicated shipments, outdated product, damages, or other issues related to awarded manufacturers or product performance, shall be returned at awarded manufacturer expense within five (5) business days after receipt of notification from the ordering entity; with no restocking charge. |
| Taxes | Prices do not include North Carolina sales or use tax. |
| Warranty | Manufacturer’s standard product warranty shall apply. |
| Loaded into E-Procurement | Yes. Line-item catalogs will be loaded in E-Procurement. |
| E-Procurement Help Desk | (888) 211-7440 |
| Contract Administrator | Bahaa Jizi – (984) 236-0218 |
5/19/2022: Engineered Floors LLC, 5-10% Price Adjustment. |