

REQUEST FOR PROPOSALS (RFP)

Community Center Flooring Removal and Concrete Stain/Polish Project

Issued By:

North Highlands Recreation and Park District
6040 Watt Ave
North Highlands, CA 95660

RFP Issue Date: 03/02/2026

Proposal Due Date: 06/29/2026

Project Location: 6040 Watt Ave, North Highlands, CA 95660

1. INTRODUCTION

The North Highlands Recreation and Park District is soliciting proposals from qualified, licensed contractors to remove existing VCT flooring and prepare, stain, seal, and polish the underlying concrete slab at our Community Center.

The intent of this project is to create a durable, low-maintenance, aesthetically pleasing brown-stained polished concrete floor suitable for high public use.

2. PROJECT OVERVIEW

The Community Center is an active public facility. Work must be coordinated to minimize disruption to scheduled programs and events. Contractors shall provide all labor, materials, equipment, supervision, and incidentals necessary to complete the project as described herein.

The selected contractor shall comply with all applicable federal, state, and local regulations.

3. SCOPE OF WORK

The scope of work shall include, but is not limited to, the following:

A. Removal of Existing Flooring

1. Remove all existing Vinyl Composition Tile (VCT).
2. Remove all adhesives and mastic materials.
3. Properly dispose of all removed materials in accordance with applicable regulations.
4. Protect adjacent surfaces, walls, doors, fixtures, and equipment from damage.

B. Concrete Surface Preparation

1. Mechanically grind the entire concrete surface to remove residual adhesive and prepare slab for staining.
2. Achieve a uniform surface profile suitable for stain penetration and polishing.
3. Perform moisture testing if required by industry standards.

C. Crack and Surface Repair

1. Identify all cracks, spalls, and surface defects.
2. Fill cracks using appropriate concrete crack repair materials.
3. Repair surface imperfections to create a smooth, uniform finish.
4. Repairs shall be compatible with staining and polishing processes.

D. Concrete Staining

1. Provide color samples for approval prior to application.
2. Apply brown concrete stain (exact color to be approved by the District).
3. Ensure even color distribution and uniform appearance.
4. Apply in accordance with manufacturer specifications.

E. Sealing and Polishing

1. Apply appropriate densifier/hardener as required.
2. Mechanically polish concrete to a minimum of [400–800 grit] finish (final sheen level to be approved by Owner).
3. Apply protective sealer suitable for high-traffic public facilities.
4. Provide slip-resistant finish meeting applicable safety standards.

F. Cleanup and Protection

1. Maintain a clean and safe job site.
2. Remove all debris and construction materials upon completion.
3. Protect finished surfaces until final acceptance.

4. PROJECT AREA

Approximate square footage: 5500

Contractor is responsible for verifying field measurements prior to bid submission.

5. SCHEDULE

- Mandatory Site Walk: Scheduled M-F 9a-2pm
- Proposal Due Date: 06/29/2026 12pm

- Anticipated Award Date: 08/03/2026
- Anticipated Start Date: ASAP
- Substantial Completion: Two weeks

Contractor shall provide a proposed project schedule with their submission.

6. CONTRACTOR QUALIFICATIONS

Proposers must:

1. Hold a valid California Contractor's License (C-15 or appropriate classification).
2. Have a minimum of five (5) years of experience in polished and stained concrete flooring.
3. Provide at least three (3) references for similar completed projects.
4. Provide proof of insurance, including:
 - General Liability
 - Workers' Compensation
 - Automobile Liability

7. SUBMITTAL REQUIREMENTS

Proposals shall include:

1. Company profile and relevant experience.
2. Project approach and methodology.
3. Proposed schedule.
4. Itemized cost proposal (labor, materials, mobilization, etc.).
5. List of subcontractors (if applicable).
6. References.
7. Proof of licensing and insurance.

8. EVALUATION CRITERIA

Proposals will be evaluated based on:

- Relevant experience and qualifications
- Proposed methodology
- Cost
- Schedule
- References
- Quality of previous similar work

The North Highlands Recreation and Park District reserves the right to reject any or all proposals and to waive informalities.

9. WARRANTY

Contractor shall provide a minimum one (1) year workmanship warranty covering defects in materials and installation.

10. PREVAILING WAGE

This is a public works project under California law, the contractor shall comply with prevailing wage requirements pursuant to the California Labor Code.

11. QUESTIONS

All questions regarding this RFP must be submitted in writing to:

Kevin Kelly
Superintendent of Parks and Facilities
kevin@nhrrpd.org
1-916-332-7440