



REQUEST FOR QUOTATION (RFQ)

Department: Facilities
Requisition No.: 209225996

Deliver Completed Bid to:

Tennessee Tech University
Purchasing and Contracts Office
POB 5144; 1 William L Jones Dr.
Derryberry Hall, Suite 301
Cookeville, TN 38505-0001
Fax: 931-372-3727

Date: December 2, 2025

RFQ Coordinator: Tina Girdley

Phone: 931-372-6350

Email: tgirdley@tntech.edu

Bids must be received in the Purchasing and Contracts Office by **3:00 p.m. Central Time on January 20, 2026.**

Bid is subject to the [RFQ – Standard Terms and Conditions](#). By submitting a bid, bidder certifies its agreement to these terms and conditions, which cannot be waived.

Special Bid Instructions:

1. Bid prices are to include all necessary shipping/handling charges to make delivery F.O.B. Cookeville, TN 38501
2. *Indicate any cash/time discounts offered:* _____
3. To view a bid tabulation after intent to award, please visit this link: <https://www.tntech.edu/purchasing/bidawards.php> Results are listed according to fiscal year then by date of bid opening.
4. Bid may be electronically signed and electronically submitted to RFQ Coordinator above.

THIS IS NOT AN ORDER

REQUEST FOR QUOTATION

Tennessee Technological University (TTU) is requesting quotations from qualified companies to provide sanding, painting, and refinishing services for gym floors on an as-needed basis.

This contract will begin on the date of the final signature and continue for five (5) years. Quotes submitted must remain firm for one (1) year. After the first year, the Contractor may request a price increase to the extent such increase has been experienced by the Contractor and can be substantiated in writing. TTU may accept the increase or choose to rebid, at its sole discretion.

Scope of Work

The Contractor shall provide all labor, equipment, materials, and supplies necessary to complete sanding, painting, and refinishing of the following gym floors.

- Hooper Eblen Center Gym
- Academic Wellness Center Gym (2) – both gyms are the same size.

Product Standards and Equivalents

The products listed in this RFQ establish the required performance standard. Contractors may propose equivalent products of equal or greater quality. Any alternate product must be clearly identified and include



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documentation demonstrating equivalence. TTU reserves the right to approve or reject any proposed equivalent.

Required Services

A. Hooper Eblen Center – Main Court

1. Sand the entire court down to remove all existing paint.
2. Reset all basketball goal and volleyball standard sleeves/anchors to ensure they are level and flush with the playing surface.
3. Provide full artwork services including design, revisions, and final approval by Tennessee Tech Athletics.
 - Court design must meet NCAA Division I basketball requirements.
 - Full volleyball court marking.
 - All paint colors, stains, or pickling will be determined by TTU Athletics.
4. Apply three (3) coats of Bona SuperSport MVP Waterborne Finish, or another TTU-approved equivalent.

B. Academic Wellness Center - Two Auxiliary Gyms

1. Sanding the floor to remove all existing paint and markings.
2. Reset volleyball sleeves and plates to be flush with the floor.
3. Provide artwork services with revisions until approved by TTU Athletics:
 - Must meet NCAA Division I basketball requirements.
 - Must include full volleyball court marking.
 - Paint colors, staining, or pickling determined by TTU Athletics.
4. Apply three (3) coats of Bona SuperSport MVP Waterborne Finish, or TTU-approved equivalent.

Scheduling

All work dates will be coordinated by Tennessee Tech Athletics based on facility availability.

Bid Submission Requirements

Contractor must provide:

1. Total project cost for the Hooper Eblen Center gym floor.
2. Separate alternate prices for each auxiliary gym.
3. Identification and description of all products and materials that will be used, including any proposed equivalents.
4. Full itemization of any additional fees.



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Bid Lines:

Hooper Eblen Gym: _____

Auxiliary Gym #1: _____

Auxiliary Gym #2: _____

List all products and materials that will be used, including any proposed equivalents:

Evaluation Criteria

TTU will evaluate quotations based on:

- Total project cost
- Compliance with specifications
- Material quality and proposed equivalents

RFQ Communications

All communication regarding this RFQ must be submitted by email only to the RFQ Coordinator listed above, who is Tennessee Tech's only official point of contact for this RFQ. Unauthorized contact with any other Tennessee Tech employees or officials regarding this RFQ may result in disqualification from the procurement process.

Travel Compensation

The hourly labor rates shall include all costs associated with providing the services outlined herein to Tennessee Tech including, but not limited to, travel, meals, lodging, tools, overhead, and equipment, unless explicitly provided for otherwise herein.

Invoicing

An itemized invoice referencing the Contract number shall be emailed to the TTU Business Office at apinvoice@tnitech.edu after completion of the job.

Termination for Convenience

Tennessee Tech may terminate this Contract without cause for any reason by providing the Contractor at least thirty (30) days written notice before the effective termination date. The Contractor shall be entitled to receive



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compensation for satisfactory, authorized services completed as of the termination date, but in no event shall Tennessee Tech be liable to the Contractor for compensation for any service which has not been rendered.

Illegal Immigrants

Successful Bidder attests that the Bidder will not knowingly utilize the services of illegal immigrants in the performance of the Contract and will not knowingly utilize the services of any subcontractor who will utilize the services of illegal immigrants in the performance of the Contract.

Debarment

Bidder certifies, by signature below and submission of this bid, that neither Bidder nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any State or Federal department or agency.

Insurance

Successful Bidder agrees to maintain a adequate public liability and other appropriate forms of insurance naming both Tennessee Tech and the Tennessee Tech Foundation as additional insured and certificate holders and to pay all applicable taxes incident to the contract. Tennessee Tech reserves the right to establish appropriate insurance requirements as it sees fit.

Tennessee Tech reserves the right to initiate negotiations with the next ranked Bidder should Tennessee Tech cease doing business with the Bidder selected via this RFQ process.

BIDDER IS TO COMPLETE INFORMATION AND SIGN BID BELOW

Bidding Entity's Name

Name of Contact Person (Printed)

Title

Address

City, State, Zip

Phone / Fax / Email

Authorized Signature of Bidder

Date

Tennessee Tech University is an EEO/AA/Title IX/Section 504/ADA employer.