

SWC #102 Building Materials **Contract Information and Usage Instructions**

Contract Period: This is a five (5) year contract term running from November 1, 2021 to October 31, 2026 with the final two (2) years each being an optional one-year renewal. The contract was procured through an ITB as Edison Event #32110-12044.

Summary/Background Information: This contract includes carpet, resilient tile, resilient base, paint, doors and door hardware, and installation services and accessories. The contract is open to local governmental units, members of the University of Tennessee or Tennessee Board of Regents systems, and nonprofit entities identified in Tenn. Code Ann. § 33-2-1001.

State Contact Information:

Contract Administrator

Parker Birt
Central Procurement Office, Category
Specialist
(615) 291-5948
Parker.Birt@tn.gov

STREAM Design Team

State of TN Real Estate Asset
Management (STREAM)
Design Team, Customer Service
(615) 741-2243

Supplier Contact Information:

Dugmore & Duncan Holding Company Inc

Products: doors, door hardware, installation
Edison Contract #72752
Supplier #229855
Jim Coughlin
781-927-2139 or 888-658-3846
jcoughli@dugmore.com
3001 Kate Bond Rd Bartlett, TN 38133
www.dugmore.com

LJ CBG Acquisition Company

Products: door, door hardware,
installation
Edison Contract #72755
Supplier #239028
Alan Keller
615-244-3208 or 615-943-9400
akeller@mccarthyjones.com
650 Southgate Ave
Nashville, TN 37203

Interface Americas Inc.

Products: carpet, resilient tile,
resilient base, installation
Edison Contract #72746
Supplier #157545
Sharon Johnson
(706) 812-6356
Contracts.group@interface.com
1503 Orchard Hill Road
LaGrange, GA 30241
www.interface.com

Isenhour Door Products Inc.

Products: doors, door hardware, Installation
Edison Contract #72749
Supplier #83494
Jake Fulghum
615-620-5294 or 615-979-0862
jfulghum@isenhourdoor.com
2910 Kraft Drive
Nashville, TN 37204
www.isenhourdoor.com

Mannington Mills Inc.

Products: carpet, resilient tile, resilient
base, installation
Edison Contract #72748
Supplier #152472
Jody Steger
703-489-5698 or 800-241-2262
jody.steger@mannington.com
380 Old Hollow Road, Buchanan, VA
www.manningtoncommercial.com

To Order Product Samples:

Sample_Service@mannington.com

Mohawk Carpet Distribution Inc.

Products: carpet, resilient tile, resilient base,
installation
Edison Contract #72751
Supplier #152474
Sergio Blanco
762-204-8502
Contract_compliance@mohawkind.com
160 S. Industrial Blvd.
Calhoun, GA 30701
www.mohawkgroup.com

PPG Architectural Finishes Inc.

Products: paint
Edison Contract #72747
Supplier #403
Mary Goltz
910-515-0538
goltz@ppg.com
162 Windham Way
Clayton, NC 27527
www.ppgpaints.com

Shaw Industries Inc.

Products: carpet, resilient tile, resilient base, installation
Edison Contract #72745
Supplier #21198
Darrien Munroe
770-387-7281 or 800-720-7429
darrien.munroe@shawinc.com
230 Douthit Ferry Rd.
Cartersville, GA 30120
<https://shawfloors.com/>

WM S Trimble Co Corporation

Products: doors, door hardware, installation
Edison Contract #72754
Supplier #881
Roger Whitaker
865-573-1911 or 865-621-1539
rwhitaker@wmstrimble.com
2200 Atchley St, P.O Box 154 37901
Knoxville, TN 37920
www.wmstrimble.com

Tarkett USA Inc

Products: carpet, resilient tile, resilient base, installation
Edison Contract #72753
Supplier #199985
Jamie Collins
706-281-2730 or 800-248-2848
Jamie.Collins@tarkett.com
1735 Cleveland HWY, Dalton,
GA 30721
www.commercial.tarkett.com

The Sherwin-Williams Company

Products: paint
Edison Contract #72750
Supplier #469
Kevin McCoy
216-566-7422 or 216-566-1909
kevin.j.mccoy@sherwin.com
101 W Prospect Ave - 1710 Midland
Cleveland, OH 44115
www.sherwin-williams.com

Usage Instructions:

1. Product Categories

All categories are multi-award Contracts with multiple Contractors on contract. The table below shows the awarded Contractors for each product category. Some Contractors are awarded multiple categories.

SWC 102 Building Materials		
Vendor Name	Contract #	Vendor #
Carpet and Installation, Resilient Tile and Installation, Resilient Base and Installation		
Interface Americas Inc	72746	157845
Mannington Mills Inc	72748	152472
Mohawk Carpet Distribution Inc	72751	152474
Shaw Industries Inc	72745	21198
Tarkett USA Inc	72753	199985
Doors, Door Hardware, and Installation		
Dugmore & Duncan Holding Company Inc	72752	229855
Isenhour Door Products Inc	72749	83494
LJ CBG Acquisition Company	72755	239028
WM S Trimble Co Corporation	72754	881
Paint		
PPG Architectural Finishes Inc	72747	403
The Sherwin Williams Company	72750	469

2. Selecting a Contractor for Multi-Award Categories

Authorized User should compare catalog pricing for multi-award categories and award job to lowest vendor when possible. There are factors you should take into consideration when choosing among the multiple Contractors that are detailed below.

Carpet & Resilient Tile:

- Determine the flooring product(s) that best matches your needs. See the section on selecting carpet type for information on the best type of flooring to withstand your traffic level and use)
- Determine the flooring product(s) that best matches your building design aesthetics in terms of pattern and color. Contact the STREAM Design Team (see contact information section above) for assistance.
 - The product offering differs for each Contractor. Please review the Products Collections for each to view the available types, patterns, styles, and colors of carpet or resilient tile offered. The Products Collections are available under each contract in Edison or on the Supplier Portal (see the hyperlinked Edison Contract #'s under contact information).
- Compare the total cost of the flooring project between the available product(s) and Contractor(s) you have narrowed down to. Total cost may include:
 - Carpet or resilient tile cost considering the project square footage or square yardage, some Contractors have tiered pricing based on volume

- Adhesive cost
- Installation costs (if applicable)
- Also consider delivery time and ensure that the product/service will be done within your project timeline

Doors and Door Hardware:

- Determine the product(s) that best matches your needs.
- Determine the product(s) that best matches your building design aesthetics. Contact the STREAM Design Team (see contact information section above) for assistance.
 - The product offering differs for each Contractor. Please review the Product Catalogs for each. The Product Catalogs are available under each contract in Edison or on the Supplier Portal.
- Compare the total cost of the project between the available product(s)
- Installation costs (if applicable)
- Also consider delivery time and ensure that the product/service will be done within your project timeline

Paint:

- Review the product offering and colors available from each Contractor by viewing their product catalog and identify the best product to meet your needs and building design aesthetics. The product catalogs are available under each contract in Edison or on the Supplier Portal (see the hyperlinked Edison Contract #'s under contact information).
- If both Contractors offer the same basic product and color option, identify the Contractor with the lowest cost to complete your project.
- If you are trying to match an existing paint, use the Contractor who manufactured the original paint you are matching.
- Consider the nearest location and store hours.

3. Selecting Carpet Type

- Identify the TARR classification best-suited for the traffic level and function of your flooring.
 - TARR is the texture, appearance, retention rating of carpet. Based on the traffic level, there are different TARR classifications. See the table below.

CLASSIFICATION TARR	Traffic Level Classification
MODERATE	≥ 2.5 TARR
HEAVY	≥ 3.0 TARR
SEVERE	≥ 3.5 TARR
SPECIAL: See last section of Table	> 3.5 TARR

- The use or function of your carpet also matters in selecting your carpet. See the embedded document below for a listing of recommended TARR classification for common carpet uses (e.g. lobbies, offices, hospitals).



- Determine the desired carpet size and if tile or broadloom is most appropriate.

4. Flooring Volume Tiers

- Some flooring Contractors offer more competitive pricing based on the volume tier (e.g. 1-999 SF, 1,000-1,499 SF, 1,500+ SF). The volume tier is based on the total square footage or square yardage for the project. A project may include multiple phases (e.g. floors 1-10 and then floors 11-20 of a building) and multiple purchase orders, but a single project will be from the same funding source. The End User must indicate in its initial purchase what is included in the project with all phases if there are multiple.

5. Installation

- Installation Options – End Users are not required to have installation done through the contract. End Users may elect to only purchase the product(s) and complete installation outside of the Contract agreement. However, if installation is done outside of the Contract agreement, the End User needs to ensure the Installer is certified to install the manufacturer’s product to uphold the product warranty.
- Authorized Installers (subcontractors) – Each company has a list of approved installers (these are often subcontractors but may also be a division of the Contractor’s company). The rates may vary for each Installer, so End Users should ask for quotes from the companies who service their area to get the best overall installation job cost.
 - End Users should not be billed or pay the subcontractor directly, all costs should be invoiced by the Contractor and paid to the Contractor. The Contractor is responsible for paying their subcontractors.
 - There is a 5 year labor and warranty guarantee through the Contract.
 - Prior to using an Authorized Installer, contact the Contract Administrator to ensure the Installer has a Certificate of Insurance (COI) for Worker’s Compensation on file with the State.
- Installation Coverage – Each company has installation coverage for the entire State. The Authorized Installers list details the region each Installer covers.
- Installation Rates – The labor rates on Contract are “not to exceed” or “ceiling” rates. The Contract rate represents the highest cost the Contractor will charge for use of an Installer. Due to the variability in rates charges by subcontractors across the State, it is likely that not every Installer will charge the “not to exceed” rate. This variability is why it is important to get quotes for installation from the Installers covering your area under the Contract to ensure you are getting the best project cost.
 - To account for this variability the installation line items on contract are set to allow the End User to change the price on your purchase order (PO). End Users will be able to modify the cost for each installation line, but they cannot modify the price to be higher than the rate listed on the Contract.

6. Recycling

- Each carpet Contractor offers carpet recycling, known as a “take back” program. Upon request, the Contractor will accept old carpet products that are being replaced with new products purchased through the Contract. There may be a charge associated with carpet recycling as detailed as a line item on each Contractor’s Contract.
- Continental Flooring Company, the Contractor for ceiling tile and grid, will accept and recycle ceiling tile that is being replaced by tile purchased through the Contract upon request and at no additional cost.

7. Items not on Contract & Off-contract Requests

- If an End User has a need for a building material product not on Contract (e.g. a replacement carpet tile pattern that is not on contract), the item may potentially be added or the Contract Administrator may approve an off-contract request to purchase the item through the Agency’s purchasing process. Please contact the Contract Administrator in the event that you have a need not covered under the Contract.
- If an End User finds a product available from a non-contract provider at a lower cost, then the Contract Administrator will review and consider off-contract approval to purchase the lower cost item upon written request from the End User.

8. Special Instructions for Local Governments, Universities, and Non-profits

- The full Contract is open to local governments, public and non-profit higher education institutions, and non-profits identified in Tenn. Code Ann. § 33-2-1001 (collectively referred to as other governmental bodies).
- If other governmental body has a need for custom carpet, it may be added to the Contract for other governmental bodies through the Memorandum of Understanding (MOU) process. Please contact the Contract Administrator if a need occurs.

Requisition and Purchase Order Generation:

There are several resources on CPO’s TeamTN webpage that are helpful on the “CPO Job Aid” and “Webinar” pages regarding requisitions, purchase orders, and purchasing with and without item IDs.

For the catalog Contracts, End Users should process the PO using the special request tab in Edison. The Contracts have line items with the discount to apply and the UNSPSC commodity code to utilize.

Catalog Items, no Item ID

- Create a new requisition under eProcurement>Requisition
- On the 2nd screen "Create Requisition", click on the "Special Requests" option
- Add the item from the catalog and enter all required fields
 - Applicable UNSPSC code can be found on contract entry page

Line	Type	Type ID	Description	UOM	Category	Include for Release	Status
1	Item		APCAT - Doors and Door Hardware, Metal Doors, Isenhour Door, 47.53% Discount off List Price - Please see the contract catalog for items	EA	30171505	<input checked="" type="checkbox"/>	Active

- Copy PO from requisition

For the installation lines, the line items allow End Users to adjust the price on their individual PO due to the variability in pricing across the State for each Authorized Installer. Only the installation line item pricing may be changed on the PO, all other lines (e.g. carpet, adhesive) are set rates. End Users cannot increase the installation price above the "not to exceed" rate listed on the Contract.

- Flooring Installation lines:
 - Create new PO, enter Supplier #, & enter Item ID and line info will auto-populate
 - To lower the price from the default "not to exceed" rate, click the drop down icon on the line and in the "schedules" box that displays manually change the price, this will change the merchandise amount on the line item above as well

Line	Item	Description	PO Qty	*UOM	Category	Merchandise Amt	Status
1	1000174346	Flooring Installation, Furniture Lift System (1 line item price is 166 characters remaining)	1.0000	SY	72152506	9.00	Open

Sched	*Due Date	*Ship To	*PO Qty	Price	Merchandise Amt	Status	*Distribute by
1	11/03/2016		1.0000	9.00000	9.00	Active	Quantity

