



MEMORANDUM

TO: Members of the School Board
Dr. Todd Bowden, Superintendent
Mitsi Corcoran, Chief Financial Officer

FROM: Carol A. Lichon, CPPO, Director of Materials Management

TITLE: APPROVAL TO AWARD BID #17-0120 FOR HOLLOW METAL DOORS

A bid to provide 'Hollow Metal Doors' was received from one vendor on March 2, 2017. The bid of Cook & Boardman, LLC dba Hollow Metal Specialists was the best low bid meeting the advertised specifications. This bid is for a period of one year with an option to renew for two additional one-year periods. The funds for these purchases are contained in the transfer from capital budget allocated to the Facilities Services Department.

Requested by:
Jody Dumas

“Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, or failure to post the protest bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.”

Posting Date: 03/28/2017

Fiscal Impact:
Not to exceed
\$100,000.00

Recommended Motion: That the bid of Cook & Boardman, LLC dba Hollow Metal Specialists, for 'Hollow Metal Doors' in an amount not to exceed \$100,000.00, be approved as presented.

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA

Tabulation for Hollow Metal Doors - Bid #17-0120

Opened on March 2, 2017 at 2:00 p.m.

Doors, Hardware, and Electronic Access Parts or Miscellaneous Parts: These materials are to be billed at MSRP or List Price with percentage discount off each brand. Include brand and additional brand bid and a percentage discount off MSRP or List Price.		Cook & Boardman, LLC dba Hollow Metal Specialists	
ITEM	DESCRIPTION OF ITEM	Brand or Manufacturer	Percentage Discount
1	Percentage discount off MSRP or Price List for door materials, door hardware and electronic access parts and hardware.	Ceco Door	45%
2	Percentage discount off MSRP or Price List for door materials, door hardware and electronic access parts and hardware.	Curries Company	45%
3	Percentage discount off MSRP or Price List for door materials, door hardware and electronic access parts and hardware.	Hollow Metal Specialist	25%
4	Percentage discount off MSRP or Price List for door materials, door hardware and electronic access parts and hardware.	Steelcraft	40%
5	Percentage discount off MSRP or Price List for <u>additional</u> brand door parts, door hardware and electronic access parts and hardware, miscellaneous items.		25%
6	Percentage discount off MSRP or Price List for <u>additional</u> brand door parts, door hardware and electronic access parts and hardware, miscellaneous items.		25%
Indicate hourly labor rates below for door and hardware repair/installation, electronic access repair/installation, and shop time labor.		Hourly Rate	
7	Door, Frame, and Hardware Repair/Installation: Hourly rate for standard working hours (Monday through Friday from 7:00 A.M. to 5:00 P.M.).	\$70.00	
8	Door, Frame, and Hardware Repair/Installation: Hourly rate for non-standard working hours (Monday through Friday prior to 7:00 A.M. and after 5:00 P.M., and Saturday and Sunday).	\$105.00	
9	Electronic Access Repair/Installation: Hourly rate for standard working hours (Monday through Friday from 7:00 A.M. to 5:00 P.M.).	\$70.00	
10	Electronic Access Repair/Installation: Hourly rate for non-standard working hours (Monday through Friday prior to 7:00 A.M. and after 5:00 P.M., and Saturday and Sunday).	\$105.00	
11	Shop Rate Repair/Fabrication: Hourly rate for standard working hours (Monday through Friday from 7:00 A.M. to 5:00 P.M.). (May include but is not limited to additional door sizes and frames)	\$70.00	
12	Shop Rate Repair/Fabrication: Hourly rate for non-standard working hours (Monday through Friday prior to 7:00 A.M. and after 5:00 P.M., and Saturday and Sunday). (May include but is not limited to additional door sizes and frames)	\$105.00	

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RENTAL EQUIPMENT		Cook & Boardman, LLC dba Hollow Metal Specialists
13	<p>Rental for service trucks or any equipment used in the normal day-to-day operations of hollow metal doors, hollow metal intallation, and related services are not approved. Rental of Equipment. This is equipment that is used on occasion, not in the regular course of hollow metal doors, hollow metal intallation, and related services, with prior written approval from the authorized Facilities representative. A MAXIMUM OF 10% MARK-UP of cost of rental equipment will be allowed. No mark-up of sales tax allowed. A copy of the rental invoice will be required to verify mark-up. Rental is for active use of equipment. Payment for inactive use will not be allowed. Indicate this percentage in the space to the right.</p> <p><u>NOTE:</u> During a declared disaster situation no mark-up will be permitted, only actual cost of rental equipment.</p>	10%
SUBCONTRACTED SERVICES		
14	<p>Subcontracted services are to be billed at net cost. To be used only on occasion, not in the normal day-to-day operations of hollow metal doors, hollow metal intallation, and related services, with prior written approval from the authorized representative of the Facilities Services Department. A MAXIMUM OF 10% MARK-UP of cost will be allowed. No mark-up of sales tax allowed. A copy of the itemized subcontracted services invoice from the subcontractor must be included with all billings to the SBSC for subcontracted services. Indicate this percentage in the space to the right.</p> <p><u>NOTE:</u> During a declared disaster situation no mark-up will be permitted, only actual cost of subcontracted services.</p>	10%
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Recorded by JoAnn Joyce		Witnessed by Joyce Haney