



THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA

MATERIALS MANAGEMENT DEPARTMENT

101 OLD VENICE ROAD

OSPREY, FLORIDA 34229

TELEPHONE (941) 486-2183 • FAX (941) 486-2188

MEMORANDUM

**TO: Members of the School Board
Lori White, Superintendent
Mitsi Corcoran, Chief Financial Officer**

FROM: Pat Black, CPPB, Director of Materials Management

**TITLE: APPROVAL TO AWARD BID #0529 FOR THEATRICAL STAGE
INSPECTION, MAINTENANCE, AND REPAIR SERVICES**

Bids to provide 'Theatrical Stage Inspection, Maintenance, and Repair Services' were received from six vendors on November 12, 2009. The bid of Hile's Curtain Specialties was the best low bid meeting the advertised specifications. This bid is for a period of one year with the option to renew for two additional one-year periods. The funds for these purchases are contained in the 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: 12-01-09

Fiscal Impact:

Not to exceed
\$100,000.00

Funding:

1180 - Capital

Recommended Motion: That the bid of Hile's Curtain Specialties, to provide 'Theatrical Stage Inspection, Maintenance, and Repair Services', in an amount not to exceed \$100,000.00, be approved for award and purchase.

(over)

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA

Tabulation for Theatrical Stage Inspection, Maintenance, and Repair Services - Bid #0529

Opened November 12, 2009 at 2:00 p.m.

The bidder proposes and agrees to provide all materials, labor, supervision, equipment, tools, travel, fuel, etc., to perform the work required in accordance with the bid documents for the following price:		Unit	Heritage Product Resources, Inc.	Hile's Curtain Specialties
PROJECT: Hands-on yearly inspection of the stages for the following:				
1.	Elementary School	per inspection	\$500.00	\$350.00
2.	Middle School	per inspection	\$700.00	\$500.00
3.	High School	per inspection	\$1,500.00	\$750.00
4.	Performing Arts Stages	per inspection	\$2,200.00	\$750.00
PROJECT: Provide maintenance and repairs to stages as required per inspection reports.				
5.	Standard working hours (Monday through Friday 7:00 A.M. - 5:00 P.M.); hourly rate, including overhead and profit.	per hour	\$100.00	\$35.00
6.	Non-standard working hours (Monday through Friday prior to 7:00 A.M. and after 5:00 P.M., and Saturday and Sunday); hourly rate, including overhead and profit.	per hour	\$150.00	\$52.50
MATERIALS				
7.	Materials are to be billed at net cost. Include a percentage allowed for overhead and profit. (No mark-up of sales tax allowed). A copy of the itemized materials invoice from the Contractor's supplier must be included with all billings to the SBSC for materials.	% markup	15%	10%
RENTAL OF EQUIPMENT - This category is for special rental equipment that is used on occasion, not in the regular course of theatrical stage inspection, maintenance, and repair services and only used with prior written approval from the Facilities Services representative. Rental is for active use of equipment. Payment for inactive use will not be allowed.				
8.	Rental shall be billed at net cost. Include a percentage allowed for overhead and profit. (No mark-up of sales tax allowed). A copy of the itemized rental invoice from the supplier must be included with all billings to the SBSC for rentals.	% markup	15%	10%

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PROJECT: Hands-on yearly inspection of the stages for the following:				
1.	Elementary School	per inspection	\$1,650.00	\$400.00
2.	Middle School	per inspection	\$1,650.00	\$600.00
3.	High School	per inspection	\$2,200.00	\$1,000.00
4.	Performing Arts Stages	per inspection	\$3,500.00	\$1,200.00
PROJECT: Provide maintenance and repairs to stages as required per inspection reports.				
5.	Standard working hours (Monday through Friday 7:00 A.M. - 5:00 P.M.); hourly rate, including overhead and profit.	per hour	\$45.00	\$85.00
6.	Non-standard working hours (Monday through Friday prior to 7:00 A.M. and after 5:00 P.M., and Saturday and Sunday); hourly rate, including overhead and profit.	per hour	\$45.00	\$115.00
MATERIALS				
7.	Materials are to be billed at net cost. Include a percentage allowed for overhead and profit. (No mark-up of sales tax allowed). A copy of the itemized materials invoice from the Contractor's supplier must be included with all billings to the SBSC for materials.	% markup	12%	12%
RENTAL OF EQUIPMENT - This category is for special rental equipment that is used on occasion, not in the regular course of theatrical stage inspection, maintenance, and repair services and only used with prior written approval from the Facilities Services representative. Rental is for active use of equipment. Payment for inactive use will not be allowed.				
8.	Rental shall be billed at net cost. Include a percentage allowed for overhead and profit. (No mark-up of sales tax allowed). A copy of the itemized rental invoice from the supplier must be included with all billings to the SBSC for rentals.	% markup	12%	8%

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The bidder proposes and agrees to provide all materials, labor, supervision, equipment, tools, travel, fuel, etc., to perform the work required in accordance with the bid documents for the following price:		Unit	Tom Kat Rigging, LLC	Production Resource Group (PRG)
PROJECT: Hands-on yearly inspection of the stages for the following:				
1.	Elementary School	per inspection	\$600.00	\$600.00
2.	Middle School	per inspection	\$800.00	\$600.00
3.	High School	per inspection	\$1,650.00	\$900.00
4.	Performing Arts Stages	per inspection	\$2,300.00	\$1,000.00
PROJECT: Provide maintenance and repairs to stages as required per inspection reports.				
5.	Standard working hours (Monday through Friday 7:00 A.M. - 5:00 P.M.); hourly rate, including overhead and profit.	per hour	\$100.00	\$75.00
6.	Non-standard working hours (Monday through Friday prior to 7:00 A.M. and after 5:00 P.M., and Saturday and Sunday); hourly rate, including overhead and profit.	per hour	\$150.00	\$115.00
MATERIALS				
7.	Materials are to be billed at net cost. Include a percentage allowed for overhead and profit. (No mark-up of sales tax allowed). A copy of the itemized materials invoice from the Contractor's supplier must be included with all billings to the SBSC for materials.	% markup	15%	12%
RENTAL OF EQUIPMENT - This category is for special rental equipment that is used on occasion, not in the regular course of theatrical stage inspection, maintenance, and repair services and only used with prior written approval from the Facilities Services representative. Rental is for active use of equipment. Payment for inactive use will not be allowed.				
8.	Rental shall be billed at net cost. Include a percentage allowed for overhead and profit. (No mark-up of sales tax allowed). A copy of the itemized rental invoice from the supplier must be included with all billings to the SBSC for rentals.	% markup	15%	12%

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<p>SUBCONTRACTED SERVICES - This category is to be used only with prior written approval from the Facilities Services representative.</p>			
<p>9. Subcontracted services are to be billed at net cost. Include a percentage allowed for overhead and profit. (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.</p>	<p>% markup</p>	<p>15%</p>	<p>10%</p>
<p>Contact</p>		<p>Dick Bryan</p>	<p>Cindy E. Smith</p>
<p>Address</p>		<p>207 NW 1st Avenue</p>	<p>2701 Success Drive</p>
<p></p>		<p>Mulberry, FL 33860</p>	<p>Odessa, FL 33556</p>
<p>Telephone</p>		<p>863.425.7100</p>	<p>727.753.0600</p>
<p>Fax</p>		<p>863.425.9797</p>	<p>727.753.0603</p>
<p>Federal I.D.</p>		<p>593218679</p>	<p>591469305</p>
<p>E-Mail Address</p>		<p>dick@hprcorp.com</p>	<p>charlie@hilescurtains.com</p>

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SUBCONTRACTED SERVICES - This category is to be used only with prior written approval from the Facilities Services representative.			
9. Subcontracted services are to be billed at net cost. Include a percentage allowed for overhead and profit. (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.	% markup	12%	9%
Contact		Jeremy Des Hotels	Bil Mitchell
Address		1301 Central Park Drive	8761 A Ely Road
		Sanford, FL 32771	Pensecola, FL 32514
Telephone		407.302.2286	850.434.2080
Fax		407.302.2890	850.434.6046
Federal I.D.		593098424	391547536
E-Mail Address		jdeshotels@hufcorfl.com	bmitchell@mainstage.com

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SUBCONTRACTED SERVICES - This category is to be used only with prior written approval from the Facilities Services representative.			
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Contact		Tommy Kendrick	Wayne Linderman
Address		PO Box 683	1902 Cypress Lake Drive
		Ellaville, GA 31806	Orlando, FL 32837
Telephone		229.937.2199	407.996.4110
Fax		229.937.2199	407.855.8059
Federal I.D.		205653440	141786937
E-Mail Address		tomkatrigging@windstream.net	wlinderman@prg.com
Recorded by: JoAnn Joyce			
Witnessed by: Joyce Haney			
Witnessed by: Carol A. Lichon			