



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 #13-0205 FOR THEATRICAL STAGE
INSPECTION, MAINTENANCE, AND REPAIR SERVICES**

Bids to provide 'Theatrical Stage Inspection, Maintenance, and Repair Services' were received from two vendors on January 9, 2013. The bid of Heritage Product Resources, Inc., 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 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: 01-29-2013

Fiscal Impact:

Not to exceed
\$100,000.00

Recommended Motion: That the bid of Heritage Product Resources, Inc., to provide 'Theatrical Stage Inspection, Maintenance, and Repairs Services in an amount not to exceed \$100,000.00, be approved as presented.

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Bid Tabulation for Theatrical Stage inspection, Maintenance, and Repair Services - Bid #13-0205

Opened January 9, 2013 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.	TomKat Rigging
PROJECT: Hands-on yearly inspection of the stages for the following:				
1	Elementary School	per inspection	\$350.00	\$450.00
2	Middle School	per inspection	\$450.00	\$600.00
3	High School	per inspection	\$750.00	\$1,000.00
4	Performing Arts Stages	per inspection	\$850.00	\$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	\$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	\$67.50	\$115.00
			\$90.00	
MATERIALS				
7	Materials are to be billed at net cost. Include a percentage allowed for overhead and profit. A MAXIMUM OF 10% MARK-UP of materials will be allowed. 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	10%	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	10%	10%

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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	10%	10%
Notes			Exceptions: 1. Electrical, lighting, sound systems will possibly be subcontracted out for repairs. 2. Use Tax will have to be added (by State law) to all material used - repairs. Completion: 30-60 Days 6. Saturday or Sunday \$90.00 per hour.	Completion: 30 Days
Contact			Richard S. Bryan	Tommy Kendrick
Address			207 NW 1st Avenue	256 Bailey Lane, PO 683
			Mulberry, FL 33860	Ellaville, GA 31806
Telephone			863-425-7100	229-942-4100
Fax			863-425-9797	229-937-2199
Federal I.D.			59-3218679	20-5653440
E-Mail Address			dick@hprcorp.com	tomkatrigging@windstream.net
		Recorded by: Nikki Brock	Witnessed by: Joyce E. Haney	