



January 22, 2019

Materials Management
Purchasing Department
101 Old Venice Road, Osprey, FL 34229
Phone 941-486-2183 ▪ Fax 941-486-2188
SarasotaCountySchools.net

MEMORANDUM

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

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

TITLE: APPROVAL TO AWARD BID #19-0039 WINDOW COVERINGS
AND WINDOW FILM INSTALLATION AND REPAIR SERVICES

Bids to provide 'Window Coverings and Window Film Installation and Repair Services' were received from four vendors on November 15, 2018. The bid of CVB, Inc., dba Coastal Window Treatments was the best overall low bid meeting the advertised specifications based on a sealed scenario. 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 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: 1/15/19

Financial Impact:
Not to exceed
\$55,000.00

Recommended Motion: That the bid of CVB, Inc., dba Coastal Window Treatments, for 'Window Coverings and Window Film Installation and Repair Services' in an amount not to exceed \$55,000.00, be approved as presented.

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA

Tabulation for Window Coverings and Window Film - Installation and Repair Services - Bid #19-0039

Opened November 15 ,2018 at 3:00 p.m.

Description		Unit	Auto Trim Design of Suncoast	CVB, Inc., dba Coastal Window Treatments	Film Solutions, LLC.	Suncoast Window Films
Category I - Vertical Louver Blinds (price Category A or B)						
A.	Pricing by Manufacturer's Percentage Discount from Manufacturer's Suggested Retail Price (MSRP)					
Indicate name of manufacturer and percentage discount from MSRP for complete blinds (to include a standard valance, track, pvc slats, and pulley system) or all components of such. Provide MSRP catalog, printed price sheets, or flash drive with pricing.						
1	Manufacturer:	REJECT	% discount			
2	Manufacturer:	REJECT	% discount			
OR						
B.	Pricing by Manufactured Size.					
Using 3 1/2" wide vanes						
3	Blinds up to 42" in height: (price to be based on track width) using a 3 1/2" wide vane		per inch		\$0.95	
4	Blinds up to 84" in height: (price to be based on track width) using a 3 1/2" wide vane		per inch		\$1.25	
a.	Add per inch (price based on track width) for blinds over 84" in height each additional 12" in height over 84" (using a 3 1/2" wide vane)		per inch		\$0.10	
5	Replacement track only (price to be based on width) for use with a 3 1/2" wide vane		per inch		\$0.80	
6	Replacement PVC (3 1/2" wide) vanes only - up to 42" in length		each		\$2.25	
7	Replacement PVC (3 1/2" wide) vanes only - up to 84" in length		each		\$2.50	
8	Replacement PVC (3 1/2" wide) vanes for each additional 12" in length		add for each 12"		\$0.30	
Using 2" wide vanes						
9	Blinds up to 42" in height: (price to be based on track width) using a 2" wide vane		per inch		\$2.50	
10	Blinds up to 84" in height: (price to be based on track width) using a 2" wide vane		per inch		\$3.10	

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Description		Unit	Auto Trim Design of Suncoast	CVB, Inc., dba Coastal Window Treatments	Film Solutions, LLC.	Suncoast Window Films
Using 2" wide vanes (Continued)						
a.	Add per inch (price based on track width) for blinds over 84" in height each additional 12" in height over 84" (using a 2" wide vane)	add per inch		\$0.20		
11	Replacement track only (price to be based on width) for use with a 2" wide vane	per inch		\$1.80		
12	Replacement PVC (2" wide) vanes only - up to 42" in length	each		\$2.25		
13	Replacement PVC (2" wide) vanes only - up to 84" in length	each		\$2.50		
14	Replacement PVC (2" wide) vanes for each additional 12" in length	add for each 12"		\$0.30		
15	Replacement valance only (per linear foot)	per linear foot		\$2.50		
Installation Labor for Discounted or Manufactured Vertical Blinds and Components						
16	Installation labor for vertical blinds and replacement tracks	per inch		\$0.35		
17	Removal of existing verticals	each		\$9.00 Up to 72" in width \$12.00 Greater than 72" in width		
18	Minimum installation labor for vertical blinds and all components	minimum		\$60.00 Per trip (not per invoice). Labor to be divided if multiple work requests at same school.		
Category II - Horizontal Louver Blinds						
Vista Products or approved alternate. Indicate name of manufacturer and percentage discount from MSRP price. Provide MSRP catalog or price sheets and flash drive or CD.						
1" Horizontal blinds						
19	Manufacturer:	% discount		Vista Products 70%		
20	Manufacturer: REJECT	% discount				

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1/2" Horizontal blinds						
21	Manufacturer: REJECT	% discount				
22	Manufacturer: REJECT	% discount				
2" Horizontal blinds						
23	Manufacturer:	% discount		Vista Products		
				60%		
24	Manufacturer: REJECT	% discount				
25	Installation labor for aluminum horizontal blinds	each		\$10.00 Up to 52" in width \$13.00 Greater than 52" in width		
26	Removal of existing aluminum horizontal blinds	each		\$7.00 Up to 52" in width \$9.00 Greater than 52" in width		
				\$60.00		
27	Minimum labor for horizontal blinds	minimum		Per trip (not per invoice). Labor to be divided if multiple work requests at same school.		
Category III - Roller Shades						
Vista Products or approved alternate. Indicate name of manufacturer and percentage discount from MSRP price. Complete specifications sufficient to evaluate product must be submitted with bid. Provide MSRP catalog, printed price sheets, or flash drive with pricing.						
28	Manufacturer:	% discount		Vista Products		
				20%		
29	Manufacturer: REJECT	% discount				
30	Installation labor for roller shades	each		\$10.00 Up to 52" in width \$13.00 Greater than 52" in width		
31	Removal of existing roller shades	each		\$7.00 Up to 52" in width \$9.00 Greater than 52" in width		

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32	Minimum labor for roller shades	minimum		\$60.00 Per trip (not per invoice). Labor to be divided if multiple work requests at same school.		
Repair Labor and Repair Parts						
This is for service calls made to repair existing blinds. Repair labor is not to be used in conjunction with the above vertical blind, aluminum blind, or roller shade items. Repair labor includes miscellaneous consumable supplies needed for repair to window coverings, overhead, and profit.						
33	Standard working hours (Monday through Friday 7:00 A.M. - 5:00 P.M.); hourly rate, including overhead and profit.	per hour		\$60.00		
34	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		\$60.00		
Repair Parts - (Functional component of a unit)						
35	Repair parts for repair to blinds are to be billed at net cost. MAXIMUM 10% A mark-up on sales tax will not be allowed. A copy of the supply house invoice shall be submitted with the Contractor's invoice.	% mark-up		Miscellaneous repairs and replacement parts will be provided at no charge.		
Category IV - Window Film						
Madico Window Films or approved alternate. Indicate name of manufacturer and pricing for product including installation per square foot for window film. Complete specifications and price sheets sufficient to evaluate product must be submitted with bid.						
2 Mil Solar Film						
36	Manufacturer: REJECT	installed per sq. ft.				

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37	Removal of existing window film REJECT	per sq. ft.				
38	Minimum labor for window film REJECT	minimum				
Subcontracted Services: On occasion, it is recognized that subcontracted services may be necessary. This category is for special subcontracted services, not in the regular course of window coverings and window film installation and repair service and only to be used with prior written approval from the Facilities Services representative.						
39	Subcontracted services are to be billed at net cost. A MAXIMUM OF 10% MARK-UP of cost will be allowed. A mark-up of sales tax will not be 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. Note: All invoices shall be billed on a cost plus basis except during a declared disaster (no mark-up permitted).	% mark-up		Subcontracted services will not used		
Rental of Equipment: On occasion, it is recognized that rental of equipment may be necessary. This category is for special rental equipment that is used on occasion, not in the regular course of window coverings and window film installation and repair services and only used with prior written approval from a Facilities Services representative. Rental is for active use of equipment. Payment for inactive use will not be allowed.						
40	Rental shall be billed at net cost. Include a percentage allowed for overhead and profit. A MAXIMUM OF 10% MARK-UP of cost of rental equipment will be allowed. A mark-up of sales tax will not be allowed. A copy of the itemized rental invoice from the supplier shall be submitted with the Contractor's invoice. Indicate this percentage in the space to the right. Note: All invoices shall be billed on a cost plus basis except during a declared disaster (no mark-up permitted).	% mark-up		10%		

THE SCHOOL BOARD OF SARASOTA COUNTY FLORIDA
JUSTIFICATION OTHER THAN LOW BIDDER

Window Coverings and Window Film - Installation and Repair Services - Bid #19-0039

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Item #	Vendor	Description
1 & 2	Category 1 - A - Reject	No bids received for percentage discount by manufacturer.
20, 21, 22, 24, & 29	Reject	No bids received for additional manufacturers.
36, 37, & 38	Reject	Reject Category IV Window Film. New bid for window film only will be issued in the near future.