



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 #13-0240 FOR EMERGENCY
PROCEDURES FLIPCHART

A bid to provide an 'Emergency Procedures Flipchart' was received from one vendor on May 14, 2013. The bid of Guest Communications Corporation to provide 4,000 flipcharts met the advertised specifications and falls within budgetary guidelines. This bid is for a period of one year with the option to renew for two additional one-year periods. The funds for this purchase are contained in the budget allocated to the Safety and Security Department.

Requested by:
Darrell Reyka

"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: 05-28-2013

Fiscal Impact:

Not to exceed
\$ 85,000.00

Recommended Motion: That the bid of Guest Communications Corporation, to provide an 'Emergency Procedures Flipchart' in an amount not to exceed \$85,000.00, be approved.

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Tabulation for Emergency Procedures Flipchart - Bid #13-0240

Opened May 14, 2013 at 1:00 p.m.

The SBSC is requesting firm pricing for the Guest Communications Corporation's emergency procedure flipchart or approved alternate.			Guest Communications Corporation	
Item	Product Description	Qty	Unit Price	Extended Price
1	The emergency procedures flipchart specifications: Sixteen (16) tiered pockets on the inside; Polyethylene (poly-board) covers; front and rear with the pockets grouped into sets of eight (8); tab at the top for hanging; spiral plastic binding; Line art will be printed on all exterior surfaces.	4000	\$19.48	\$77,920.00
	Alternate brand with specifications and sample provided:	4000		No bid
2	Additional unit pricing for the emergency procedures flipchart specifications: Sixteen (16) tiered pockets on the inside; Polyethylene (poly-board) covers; front and rear with the pockets grouped into sets of eight (8); tab at the top for hanging; spiral plastic binding; Line art will be printed on all exterior surfaces.	100	\$26.23	\$2,623.00
	Additional unit pricing for alternate brand with specifications and sample provided:	100		No bid
Notes			Delivery or completion 45 calendar days after receipt of purchase order and approval of proof.	
Contact			Richard Travers	
Address			15009 West 101st Terrace	
			Shawnee Mission, KS 66215	
Phone			800-637-8525	
Fax			913-888-4947	
Federal ID			264252194	
Email			sarah@gcckc.com or info@gcckc.com	
Recorded by: Nikki Brock			Witnessed by: Joyce E. Haney	