



**SARASOTA**  
County Schools

**Materials Management**

Purchasing Department

101 Old Venice Road, Osprey, FL 34229

Phone 941-486-2183 • Fax 941-486-2188

SarasotaCountySchools.net

Enc. \_\_\_\_\_  
March 1, 2016

## MEMORANDUM

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

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

**TITLE: APPROVAL TO AWARD BID #16-0039 FOR WINDOW COVERINGS AND WINDOW FILM INSTALLATION AND REPAIR SERVICES**

Bids to provide 'Window Coverings and Window Film Installation and Repair Services' were received from three vendors on February 2, 2016. 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 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: 2/23/2016

**Fiscal 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 #16-0039

Opened February 2, 2016 at 2:00 PM

Description		Unit	CVB, Inc., dba Coastal Window Treatments	NBI SunControl	Suncoast Sign Shop, Inc.
<b>Category I - Vertical Louver Blinds (price Category A or B)</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 (standard valance, track, pvc slats, and pulley system) or all components of such. Provide MSRP catalog or price sheets and flash drive or CD.					
1	Manufacturer:	% discount			
2	Manufacturer:	% discount			
<b>OR</b>					
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	<b>\$0.90</b>		
			<b>*pricing starts at 36" minimum width</b>		
4	Blinds up to 84" in height: (price to be based on track width) using a 3 1/2" wide vane	per inch	<b>\$1.15</b>		
			<b>*pricing starts at 36" minimum width</b>		
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	<b>\$0.10</b>		
5	Replacement track only (price to be based on width) for use with a 3 1/2" wide vane	per inch	<b>\$0.75</b>		
			<b>*pricing starts at 36" minimum width</b>		
6	Replacement PVC (3 1/2" wide) vanes only - up to 42" in length	each	<b>\$2.25</b>		
			<b>*commercial grade PVC (.030 thick-heaviest available)</b>		
7	Replacement PVC (3 1/2" wide) vanes only - up to 84" in length	each	<b>\$2.50</b>		
			<b>*commercial grade PVC (.030 thick-heaviest available)</b>		

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Using 3 1/2" wide vanes (continued)					
8	Replacement PVC (3 1/2" wide) vanes for each additional 12" in length	add for each 12"	\$0.30 *commercial grade PVC (.030 thick-heaviest available)		
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	\$2.40 *pricing starts at 36" minimum width		
10	Blinds up to 84" in height: (price to be based on track width) using a 2" wide vane	per inch	\$2.95 *pricing starts at 36" minimum width		
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	\$1.70 *pricing starts at 36" minimum width		
12	Replacement PVC (2" wide) vanes only - up to 42" in length	each	\$2.25 *commercial grade PVC (.030 thick-heaviest available)		
13	Replacement PVC (2" wide) vanes only - up to 84" in length	each	\$2.50 *commercial grade PVC (.030 thick-heaviest available)		
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		

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Description		Unit	CVB, Inc., dba Coastal Window Treatments	NBI SunControl	Suncoast Sign Shop, Inc.
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	up to 72" in width \$9.00 > 72" in width \$12.00		
18	Minimum installation labor for vertical blinds and all components	minimum	\$60.00		
			*per trip (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. If bidding other than Vista Products, complete specifications sufficient to evaluate product must be submitted with bid. Provide MSRP catalog or price sheets and flash drive or CD.					
1" Horizontal blinds					
19	Manufacturer:	% discount	Vista Products		
			70%		
20	Manufacturer:	% discount			
1/2" Horizontal blinds					
21	Manufacturer:	% discount	Levolor		
			60%		
22	Manufacturer:	% discount			

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2" Horizontal blinds					
23	Manufacturer:	% discount	<b>Vista Products</b>		
			<b>60%</b>		
24	Manufacturer:	% discount			
25	Installation labor for aluminum horizontal blinds	each	up to 52" in width <b>\$10.00</b> > 52" in width <b>\$13.00</b>		
26	Removal of existing aluminum horizontal blinds	each	up to 52" in width <b>\$7.00</b> > 52" in width <b>\$9.00</b>		
			<b>\$60.00</b>		
27	Minimum labor for horizontal blinds	minimum	<b>*per trip (divided if multiple work requests at same school)</b>		

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Description		Unit	CVB, Inc., dba Coastal Window Treatments	NBI SunControl	Suncoast Sign Shop, Inc.
<b>Category III - Roller Shades</b>					
Vista Products or approved alternate. Indicate name of manufacturer and percentage discount from MSRP price. If bidding other than Vista Products, complete specifications sufficient to evaluate product must be submitted with bid. Provide MSRP catalog or price sheets and flash drive or CD.					
28	Manufacturer:		<b>Vista Products</b>		
		% discount	<b>20%</b>		
29	Manufacturer:				
		% discount			
30	Installation labor for roller shades	each	up to 52" in width \$10.00 > 52" in width \$13.00		
31	Removal of existing roller shades	each	up to 52" in width \$7.00 > 52" in width \$9.00		
32	Minimum labor for roller shades		\$60.00		
			*per trip (divided if multiple work requests at same school)		

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Description		Unit	CVB, Inc., dba Coastal Window Treatments	NBI SunControl	Suncoast Sign Shop, Inc.
Repair Labor and Repair Parts					
Repair Labor - 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	<b>\$60.00</b>		
Repair Labor and Repair Parts (continued)					
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	<b>\$60.00</b>		
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	<b>misc repair and replacement parts will be provided at no charge N/A</b>		

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Description		Unit	CVB, Inc., dba Coastal Window Treatments	NBI SunControl	Suncoast Sign Shop, Inc.
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. If bidding other than Madico Window Film, complete specifications and price sheets sufficient to evaluate product must be submitted with bid.					
2 Mil Solar Film					
36	Manufacturer:	installed per sq ft	as spec	3M Window Film *All films are individually priced in spec book.	SolarGard Window Film
			\$4.00	From \$4.50 - see book	\$3.75
37	Removal of existing window film	per sq ft	\$2.00	\$1.50	\$1.45
				often harder to remove than install	
38	Minimum labor for window film	minimum	\$85.00	\$100.00	\$125.00

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Description		Unit	CVB, Inc., dba Coastal Window Treatments	NBI SunControl	Suncoast Sign Shop, Inc.
Subcontracted Services: On occasion, it is recognized that subcontracted services may be necessary. You must obtain prior written approval from the Facilities Services representative.					
39	Subcontracted services are to be billed at net cost. MAXIMUM 10% A mark-up of sales tax will not be allowed. A copy of the itemized subcontracted services invoice from the subcontractor must be included.	% mark-up	subcontracted services will not occur N/A	5%	5%
Rental of Equipment: On occasion, it is recognized that rental of equipment may be necessary. You must obtain prior written approval from the Facilities Services representative. Payment for inactive use will not be allowed.					
40	Rental shall be billed at net cost. MAXIMUM 10% 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.	% mark-up	10%	5%  To minimize costs where possible, we will use our own scaffolding and high ladders, however we have to charge \$100 for additional time required to load, set up and dismantle the equipment.	5%

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Description	Unit	<b>CVB, Inc., dba Coastal Window Treatments</b>	NBI SunControl	Suncoast Sign Shop, Inc.
Delivery or Completion in Calendar Days		<b>0</b>	7	14 days or less
Notes:			There is no MSRP for Window Film	
Contact Person:		<b>David R. Hartman</b>	Sarah Lee	Brian R. Gregg
Address:		<b>4666 Ashton Road</b>	2744 Stickney Point Road	8466 North Lockwood Ridge Road, #205
		<b>Sarasota, FL 34233</b>	Sarasota, FL 34231	Sarasota, FL 34243
Phone:		<b>941-923-7622</b>	941-360-8500	941-866-7504
Fax:		<b>941-923-7653</b>	941-922-3407	941-866-7554
Federal ID:		<b>65-0229527</b>	27-0664182	26-2493456
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Recorded by: Diane Gentile	Witnessed by: Joyce E. Haney			