



Materials Management
Purchasing Department
101 Old Venice Road, Osprey, FL 34229
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SarasotaCountySchools.net

MEMORANDUM

TO: Members of the School Board
Dr. Brennan Asplen III, Superintendent
Mitsi Corcoran, Assistant Superintendent Chief Financial Officer

FROM: Tracy Brizendine, Director of Materials Management

TITLE: APPROVAL TO AWARD BID #22-0120 FOR HOLLOW METAL DOORS

A Bid to provide 'Hollow Metal Doors' was received from one vendor on March 1, 2022. The bid of DH Pace Door Services, Inc., was the best bid meeting the advertised specifications based on a sealed scenario. This bid is for a period of one year with 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:
Don Hampton

"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: 3/29/22

Financial Impact:
Not to exceed:
\$150,000.00

Recommended Motion: That the bid of DH Pace Door Services, Inc., for 'Hollow Metal Doors' in an amount not to exceed \$150,000.00 be approved as presented.

Doors, Hardware, and Electronic Access Parts or Miscellaneous Parts: These materials are to be billed at MSRP or List Price with percentage discount off each brand. Include brand and additional brand bid and a percentage discount off MSRP or List Price.		DH Pace Door Services, Inc.
Indicate the Brand/Manufacturer and/or additional brand bid and the Percentage Discount for the entire term of the bid in the spaces provided below. Bidder must submit the MSRP or List Price for each brand bid.		Percentage Discount
1	Percentage discount off MSRP or Price List for <u>Ceco Door</u> materials, door hardware and electronic access parts and hardware.	20%
2	Percentage discount off MSRP or Price List for <u>Curries Company</u> door materials, door hardware and electronic access parts and hardware.	20%
3	Percentage discount off MSRP or Price List for <u>Steelcraft</u> door materials, door hardware and electronic access parts and hardware.	20%
4	Percentage discount off MSRP or Price List for <u>Schlage</u> brand door parts, door hardware and electronic access parts and hardware, miscellaneous items.	20%
5	Percentage discount off MSRP or Price List for <u>VonDuprin</u> brand door parts, door hardware and electronic access parts and hardware, miscellaneous items.	20%
6	Percentage discount off MSRP or Price List for <u>Yale</u> brand door parts, door hardware and electronic access parts and hardware, miscellaneous items.	20%
7	Percentage discount off MSRP or Price List for <u>additional</u> brand door parts, door hardware and electronic access parts and hardware, miscellaneous items.	20%
	Brand or Manufacturer:	LCN
8	Percentage discount off MSRP or Price List for <u>additional</u> brand door parts, door hardware and electronic access parts and hardware, miscellaneous items.	
	Brand or Manufacturer:	
Indicate hourly labor rates below for door and hardware repair/installation, electronic access repair/installation, and shop time labor.		Hourly Rate
9	Door, Frame, and Hardware Repair/Installation: Hourly rate for standard working hours (Monday through Friday from 7:00 A.M. to 5:00 P.M.).	\$90.00
10	Door, Frame, and Hardware Repair/Installation: Hourly rate for non-standard working hours (Monday through Friday prior to 7:00 A.M. and after 5:00 P.M., and Saturday and Sunday).	\$125.00
11	Electronic Access Repair/Installation: Hourly rate for standard working hours (Monday through Friday from 7:00 A.M. to 5:00 P.M.).	\$90.00
12	Electronic Access Repair/Installation: Hourly rate for non-standard working hours (Monday through Friday prior to 7:00 A.M. and after 5:00 P.M., and Saturday and Sunday).	\$125.00
13	Shop Rate Repair/Fabrication: Hourly rate for standard working hours (Monday through Friday from 7:00 A.M. to 5:00 P.M.). (May include but is not limited to additional door sizes and frames)	\$90.00
14	Shop Rate Repair/Fabrication: Hourly rate for non-standard working hours (Monday through Friday prior to 7:00 A.M. and after 5:00 P.M., and Saturday and Sunday). (May include but is not limited to additional door sizes and frames)	\$125.00

Doors, Hardware, and Electronic Access Parts or Miscellaneous Parts: These materials are to be billed at MSRP or List Price with percentage discount off each brand. Include brand and additional brand bid and a percentage discount off MSRP or List Price.		DH Pace Door Services, Inc.
PARTS AND MATERIAL (Percentage Discount)		
15	<p>The cost of parts and materials shall be based on the MSRP or List Price with a percentage discount. The Contractor's invoices shall clearly show the manufacturers' part number, description, MSRP or List Price, and percentage discount.</p> <p>A copy of the MSRP or List Price shall be submitted with the Contractor's invoice. Note: All invoices shall be billed showing the MSRP or List Price with the percentage discount off the MSRP or List Price with MSRP or List Price included.</p>	20%
RENTAL EQUIPMENT		
16	<p>Rental for service trucks or any equipment used in the normal day-to-day operations of hollow metal doors, hollow metal installation, and related services are not approved. Rental of Equipment. This is equipment that is used on occasion, not in the regular course of hollow metal doors, hollow metal installation, and related services, with prior written approval from the authorized Facilities representative.</p> <p>A MAXIMUM OF 10% MARK-UP of cost of rental equipment will be allowed. No mark-up of sales tax allowed. A copy of the rental invoice will be required to verify mark-up. Rental is for active use of equipment. Payment for inactive use will not be allowed. Indicate this percentage in the space to the right.</p> <p>NOTE: During a declared disaster situation no mark-up will be permitted, only actual cost of rental equipment.</p>	10%
SUBCONTRACTED SERVICES		
17	<p>Subcontracted services are to be billed at net cost. To be used only on occasion, not in the normal day-to-day operations of hollow metal doors, hollow metal installation, and related services, with prior written approval from the authorized representative of the Facilities Services Department.</p> <p>A MAXIMUM OF 10% MARK-UP of cost will be allowed. 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. Indicate this percentage in the space to the right.</p> <p>NOTE: During a declared disaster situation no mark-up will be permitted, only actual cost of subcontracted services.</p>	10%
Vendor Notes:		
Contact:		Ryan DiCocco
Address:		4951 TAMPA WEST BLVD
		TAMPA, FL 33634
Phone:		813-329-3667
Fax:		844-878-8669
Federal ID:		43-1012574
Email:		CommServiceFL@dhpace.com
Recorded by: Samantha Clark Witnessed by: Maria Hernandez-Ron		