



DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

Purchasing Services

Michael J. Woodall, CPPO, Purchasing Agent
813/794-2221 Fax: 813/794-2111
727/774-2221 TDD: 813/794-2484
352/524-2221 email: mwoodall@pasco.k12.fl.us

September 17, 2013

MEMORANDUM

TO: Honorable School Board Members

FROM: Michael J. Woodall, CPPO, Purchasing Agent *MJW.*

RE: Request Permission to "Piggy-Back" the School Board of Hillsborough County Bid #12-450-322 Padlocks, Combination Independent Hardware, Inc.

We have been requested by Maintenance Services to seek permission to "piggy-back" the Pinellas County School Board Bid #12-450-322 for Padlocks, Combination.

Per DOE Rule 6A-1.012(6) the District may make purchases at the unit prices in contracts awarded by other governmental agencies. Considering a competitive process was conducted by the School Board of Pinellas County that resulted in an award for Padlocks, Combination and Independent Hardware, Inc. is willing to extend (attached) the same terms and conditions of this bid to our District, it is my recommendation to "piggy-back" the School Board of Pinellas County Bid #12-450-322. This contract has been reviewed and approved by Nancy Alfonso, School Board Attorney, on September 2, 2013.

At this time, we are requesting permission to "piggy-back" the School Board of Pinellas County's Bid #12-450-322 and to place purchase orders not to exceed \$50,000 for the period of October 20, 2013 through December 31, 2013 utilizing general funds. The Purchasing Services Department will monitor and calculate all purchase orders to the above-referenced vendor to verify that the dollar limit is not exceeded.

Should you have any questions regarding this matter, or if I can be of further assistance, please feel free to contact me at your earliest convenience.

MJW/dr
Attachment(s)

Date/Time: September 11, 2013 08:09:00



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352/ 524-2222 e-mail: mwoodall@pasco.k12.fl.us


BID PIGGYBACK REQUEST
BID #12-450-322, School Board of Pinellas County
BID TITLE: Padlock, Combination

* ✓

Yes, I agree to allow the District School Board of Pasco County to piggyback Bid # 12-450-322, Combination Locks, under the same terms and conditions. The coverage period shall be effective from the contract dates of October 20, 2013 through ~~September 15, 2014~~ December 31, 2013.

No, I do not agree to allow the District School Board of Pasco County to piggyback Bid # 12-450-322.

COMPANY NAME: Independent Hardware, Inc.

SIGNATURE: 

TYPED NAME AND TITLE: Frank Stanco, Owner
(Person authorized to bind your company)

TELEPHONE (WITH AREA CODE): 800-346-9464 x 605

FAX NUMBER (WITH AREA CODE): 215-922-6552

EMAIL: VZE2RKXK@verizon.net

DATE: 8/28/13

The prospective bidder certifies, by submission and signature of this piggyback request form, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction per the provisions of Florida Statute 287.133(2)(a).

PLEASE FAX BACK TO: DISTRICT SCHOOL BOARD OF PASCO COUNTY
ATTENTION: **Debra Reaves, Buyer Assistant**
PURCHASING DEPARTMENT
20430 GATOR LAND
LAND O' LAKES, FL 34638
(813) 794-2219 (PHONE)
(813) 794-2111 (FAX)

PURCHASING AGENDA ITEM

School Board of Pinellas County, Florida

School Board Meeting of: August 21, 2012

Bid No: 12-450-322

Bid Title: Padlocks, Combination

Original Bid No: N/A

Recommend approval of this agenda item under the specific category checked below.

Agenda Item Categories:

- Lowest Responsive Bid, Request for Proposal, Reject Bids, Piggy-Back Bid per 6A-1.012 (6), Sale of Property, Revised Award *, Highest Point Score, Re-Award (partial/whole) *, State Contract per 6A-1.012 (5), Renewal of Contract, Contract/Bid Termination *, Contract Extension * Term: ____, Co-Op Bid, Professional Services per FS 287.055, Direct Negotiation per 6A-1.012 (14), Emergency Ratification *

Contract Period: 9/16/12 thru 9/15/14 N/A - One Time Purchase

Contract Value: \$ 200,000.00

Contract Type: Estimated Dollar Amount, Firm, Fixed Dollar Amount, Firm, Fixed Unit Prices, Firm, Fixed Fees or Discounts

Renewal Options table with columns: No. of Terms Remaining, Length of Each Term, Length of Each Term, None. Values: 1, 6-months, 2 - year.

* Rationale/Reason

Reason for Submittal to Board Under Separate Cover:

Bidders Solicited: 74 Bids Received: 8 Late Bids: 0 Rejected Bids: 0 N/A - Bids Not Required

Submitted By: Linda M. Balcombe, CPPO, CPPB Title: Director, Purchasing Department For: County Wide

Requested By: Linda M. Balcombe, CPPO, CPPB Title: Director, Purchasing Department Buyer: Nick Sparta

Recommended award by vendor as follows: (see attached)

Provide and deliver Master 1525 series combination padlocks with a minimum order requirement of 100 locks, as per our bid specifications.

INDEPENDENT HARDWARE, INC. (V-25766)

<u>Item Description</u>	<u>TERMS#</u>	<u>Warranty</u>	<u>Unit Price</u>
Master 1525: Padlock, Combination w/chart and (1) Master Key per order.	45052031	Lifetime	\$3.47 ea.
Face Dial Colors: Black, Red, Blue, Green, Gold, Orange, Purple, Grey			
Extra keys for Master #1525	None	N/A	\$1.82 ea.

Please note the following Ordering Instructions for Schools and Departments:

1. Choose the correct **TERMS** item number for our Master locks shown above.
2. Choose a **Face Dial Color**.
3. Specify the **Master Key Code** (shown on back side of lock).
4. Specify how many **extra keys** are required. Try to keep quantity to essential minimum. There is now a charge for each extra key, regardless of quantity of locks ordered.

Delivery Lead time is normally 2-3 weeks from receipt of order by the vendor. The padlocks are drop-shipped directly from the manufacturer to the "ship to" address specified on the purchase order. Please plan ahead and be sure to consider this lead time into your ordering cycle, *especially in preparation for a new school year.*

VENDOR NAMES, ADDRESSES, CONTACTS

The following company was awarded the bid for **COMBINATION PADLOCKS**.
See below for ordering information.

TERMS Vendor Number: V-25766 **INDEPENDENT HARDWARE, INC.**
14 South Front Street
Philadelphia, PA 19106-3001
Contact: Frank Stanco (800) 346-9464, x605
FAX: (215) 922-2887

Bid Title: Padlock, Combination
Bid Pricing Expires: September 15, 2014

Item Description	Brand & Model Bid	TERMS Item No.	Unit Price	T/C Codes	TERMS Vendor Number	Buyer Code
Padlock, Combination w/chart and (1) Master Key per order, lifetime warranty. Face Colors: Red, Blue, Green, Black, Orange, Gold, Purple & Grey	Master 1525	45052031	\$3.47	PADL	V-25766	041
Extra Keys			\$1.82	PADL	V-25766	041

To enable us to accurately track ordering history so that we can obtain the lowest possible bid pricing, we request that you please do not use internal purchase orders to order your padlocks.

Ordering Instructions for Schools and Departments:

1. Choose the correct **TERMS item number** for our **Master locks** shown above.
2. Choose a **Face Dial Color**.
3. Specify the **Master Key Code** (shown on back side of lock).
4. Specify how many **extra keys** are required. Try to keep quantity to essential minimum. There is now a charge for each extra key.

Delivery Lead time is normally 2-3 weeks from receipt of order by the vendor. The padlocks are drop-shipped directly from the manufacturer to the "ship to" address specified on the purchase order. Please plan ahead and be sure to consider this lead time into your ordering cycle, *especially in preparation for a new school year.*

Always be sure to reference T/C codes "PADL" and "CONT" on your **TERMS purchase requisition** or Bid # 12-450-322 to ensure you receive our contract price. All orders should be assigned to buyer 041, Nick Sparta.