

Henderson County Schools

1805 Second Street, Henderson, Kentucky 42420
(270) 831-5000 Fax: (270) 831-5009
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TO: Dr. Thomas Richey, Superintendent
And School Board Members

FROM: Walt Spencer, CPA
Assistant Superintendent of Finance

DATE: May 20, 2013

SUBJ: Bid Recommendations

Walt Spencer

**RENEWAL REQUESTS WERE MAILED IN APRIL FOR THE
FOLLOWING ITEMS:**

COPY PAPER

River City Industrial Services and XPEDX were awarded the bid for copy paper in May of 2011. We have been satisfied with the material and service from both these companies. Both vendors have signed and returned a letter of agreement to continue the contract. We are recommending a renewal of Bid #11-11-5-5 for copy paper for an additional year.

COURIER SERVICE

Markham Security Specialists, Inc. was awarded the contract for Courier Service in May of 2011. Mr. Markham has signed and returned a letter of agreement to renew the contract for an additional year. We recommend renewing Bid # 10-11-5-5 again for the 2013-2014 school year.

ELEMENTARY & MIDDLE SCHOOL PICTURES:

In April of 2011 the contract for Elementary and Middle School Pictures were awarded to Interstate Studio and Lifetouch National School Studios. The principals are satisfied with the respective company used at their school. We have received a signed letter of agreement from both companies. We recommend renewing the Bid # 7-11-5-4 with these vendors.

SOFT DRINKS, NON-CARB DRINKS, & BOTTLED WATER:

Royal Crown Bottling Company was awarded the bid for these items in May of 2012. We have received a signed letter of agreement from this vendor to renew Bid # 8-12-5-5. We recommend exercising the option to renew with Royal Crown Bottling Company for an additional year.

Student Accident Insurance:

Student Accident Insurance Bid # 12-10-5-5 was awarded to Scholastic Insurors, Inc. in May of 2010. We have received a signed letter of agreement from Scholastic to renew our contract with them for another year. We are satisfied with the service and product of this company and recommend exercising the option to renew for one more year with this vendor.

Dairy Products:

Dairy Products Bid # 10-12-5-5 was awarded to Prairie Farms in May of 2012. Child Nutrition would like to renew the contract for an additional year with Prairie Farms for milk, buttermilk, cottage cheese, yogurt, juice drinks, and ice cream. We are recommending exercising the option to renew with this vendor.

BID # 7-13-5-5 LIBRARY BOOKS, SUPPLIES, & SERVICES:

Bids were sent to 21 vendors for library books, supplies and services. Eighteen (18) of the vendors returned bids. We recommend awarding the bid to multiple vendors as allowed under model procurement. By making multiple awards, this will allow the librarians the best purchase decisions based on their specific needs. The individual bid discounts are shown on the attached bid tabulation sheet.

BID # 8-13-5-5 SENIOR/UNDERCLASSMEN PICTURES:

Invitations to bid were sent to 7 companies. Three (3) of the vendors returned bids. As you can see on the attached tabulation sheet, Lifetouch National had the lowest bid. They have received the bid for pictures in the past and we recommend awarding the bid for pictures at the high school to them.

BID # 9-13-5-5 FIRE SAFETY EQUIPMENT INSPECTION:

Invitations were sent to Advanced Fire & Safety, Armor Fire Protection, Koorsen Protection Services, and Tri-State Fire Protection. Bids were returned from all but Koorsen Protection Services. Advanced Fire & Safety was the lowest bid on the attached tabulation sheet. We recommend awarding the contract to Advanced Fire & Safety.

BID # 11-13-5-5 Lawn Mowing Thelma B. Johnson Early Learning Center:

Invitations to bid were sent to the five (5) bidders from the earlier lawn mowing bid in March. Responses were received from three (3) of the original vendors, Daugherty's Unlimited Lawn Care, New Branch Lawn Mowing, and Outdoor Solutions. As you can see from the attached tabulation sheet, Daugherty's Unlimited Lawn Care was the lowest bidder. This company is currently one of the vendors currently mowing three (3) of our county schools. We are pleased with their performance and recommend that Daugherty be awarded the contract.

BID # 10-13-5-5 PAINT & SUPPLIES:

Invitations were sent to Norris Ace Home Center, PPG/Porter Paints, and Sherwin Williams. Responses were received from all three vendors. PPG/Porter Paints and Sherwin Williams were very comparable in their pricing of the products. As you see from the enclosed tabulation sheet that PPG-Porter had the lowest total cost of items bid. We have used products from this company in the past and are very satisfied with their service. It is our recommendation that the contract be awarded to PPG/Porter Paints.

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TABULATION OF BIDS - LIBRARY BOOKS, SERVICES AND SUPPLIES

7-13-5-5

Effective July, 2013 to June 30, 2014

All Bids Were Accepted. Choose vendor based on best price and availability of item.

Company	% Discount off books with publisher's library bindings	% Discount off books with publisher's trade bindings	% Discount off Supplies	Shipping Charges	# of Books in Inventory	Procedure for reporting back orders	Time & Mode of Delivery	Company Representative Name	Phone Number
Baker & Taylor	22%	42%	Contact Sue Ellen Clements at CO with questions	N/C	17 Million	Contact Sue Ellen Clements at CO with questions	Contact Sue Ellen Clements at CO with questions	Andrea Burnett	Phone 800-775-7930 ext. 1065
Barnes & Noble	10 - 25%	20%	20-25%	N/C	150,000	Immediate Response	7-10 days	Mariana Mudd	Phone 812-475-1063 Fax 812-475-1063 crm2692@bn.com
BMI Educational Services	Catalog price 20-30% off list price	Catalog price 20-30% off list price	Catalog price 20-30% off list price	8% of Order/Free over \$1,000	2 Million	See note on Bid	5-10 Business Days ARO	Debbie Grischuk	Phone 800-222-8100 Fax 800-986-9393 dgrischuk@bmionline.com
Capstone	25%	N/A	N/A	Free On Orders of 25 Books or More on Orders 23 or Less	8,650	Original Shipment Will Indicate Back Orders.	7 - 10 Days ARO	Mike Howard	800-443-8660
Cavendish Square Publishing	35%	N/B	N/B	Free	600,000+	Packing Slip	7-10 Days Without Processing 21-30 Days With Processing	Mike Howard	800-443-8660
Complete Book	0-45%	0-45%	0-45%	Orders over \$100 Free Orders Under \$100 Freight Quote	2,500	Contact Immediate Via Phone or E-mail	4-10 Days Drop Ship 15 Inbound Ship	Kendall Wontiegel	800-986-1775 Ext. 105
Demco									

No Bid

Follett KPC Contract	30%	45%	N/A	Free	2.3 Million	On-Line	15-20 Days Backorders within 60 Days	John Brettin	888-511-5114 ext. 3033 john.brettin@flr.follett.com
Gareth Stevens Publishing	30%	N/B	N/B	Free	1,150,000	Packing Slip	7-10 Days Without Processing 21-30 Days With Processing	Diana Hall	317-889-7702
Junior Library Guild	75%	75%	N/A	Free	1 Million	Do Not Back Order	15 Days	Marsha Filia	800-325-9558 ext. 5230
KAPCO	N/B	N/B	10%	\$25-\$49.99 - 15% \$50-\$99.99 - 10% \$100-\$299.99 - 7.5% Over \$300 - 5%	N/A	B/O ship within 3 days	2 Bus. Days	Shawn Smith	Phone 800-791-8965 Fax 800-451-3724 books@kapco.com
Mackin Educational Res	5%	5%	N/A	Free	2.4 Million	Notify Immediately	28-45 Days	Lindsey Newman	Phone 614-623-4361 Customer Service 800-245-9540
Mid America Books					No Bid				
Penworthy	0%	0%	0	N/C on Direct & Web Orders	160,000	Do not back order	24 Hrs - 10 Days	Kim Wilkins	Phone 800-443-8439 ext.253
Perfection Learning Reference Bid # 7-13-5-5 in all purchase orders	30%	30% Reflected in Catalog & Web Pricing	N/B	10% (\$7 minimum order)	25,000 +	Packing Slip	14 - 21 Days	Aaron Sever	Phone 866-252-6580 ext.1113 Fax 800-543-2745
Perma-Bound Books	15-30%	15-30%	0	N/C	70,000 Titles/5,500,00 Volumes	On Invoice	30 Days	Bill Jett	Phone 615-822-7040 Fax 615-822-8330 biljett@perma-bound.com
Rainbow Book Co.	25%	25%	N/A	Free	30,000 +	Packing Slip	21-28 days	Dave Williams	Phone 800-255-0965 Fax 847-726-9935 dww1350@msn.com
Renaissance Learning					No Bid				
Rosen Publishing	30%	N/B	N/B	Free	3,100,000+	Packing Slip	7-10 Days Without Processing 21-30 Days With Processing	Harold Shanks	937-862-4243
Scholastic (WKEC Contract)	30%	40%	N/B	Free on Orders \$1,000 + \$1,000	1,500 App. 50 Items/Estimated 300 Individual Titles	Packing Slip	10 - 14 Days Non Library Processed 21-30 Days Library Processed	Alex Dominguez	Phone 800-387-1437 ext. 6375 adominguez@scholastic.com
World Book, Inc. WT Cox Information Services	0%	N/A	N/A	N/C		If item is out of stock, WB will contact you.	3 - 5 Days	Rita Baker	Phone 800-975-3250 ext. 1

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TABULATION OF BIDS

SENIO/UNDERCLASSMAN PICTURES

BID Number 8-13-5-5

COMPANY	Bantly Photography	Cindy's Portrait Studio	Singer Photography	HR Imaging	Life Touch National	Straw Bridge	Graham Photography
Two Digital Photos Size 2.5 x 3.5 in JPG	No Bid	No Bid	No Bid	N/C	N/C	\$5.00	No Bid
Individual Pupil Package #1				\$25.00	\$21.00	\$22.00	
Individual Pupil Package #2				\$23.00	\$19.00	\$25.00	
Individual Pupil Package #3				\$20.00	\$16.00	\$15.00	
Individual Pupil Package #4				\$15.00	\$14.00	\$16.00	
Optional Homeroom Group				\$12.00	\$9.00	\$9.00	
Optional Special Group				\$12.00	\$9.00	\$9.00	
Optional Special Color Packets				\$14.00	\$12.00	\$14.00	
Vendor is able to create picture files in .jpg file format				Yes	Yes	Yes	
Vendor is able to index files compatible to Infinite Campus and Winnebago Spectrum				Yes	Yes	Yes	
Any work sub-contracted				No	No	No	
Company Representative	Mary Lou Bantly	Cindy Robertson		Ryan Reynolds	Amy Lawhon	Steve Jefferson	
Phone Number	270.826.7574 or 270.454.1550	270.827.2318		Phone 815-343-5223 Fax 815-433-5034 rreynolds@hrimaging.com	Phone 812-473-4749 Fax 812-473-4923	Phone 800-326-9080 Fax 9192867185 ken@strawbridge.net	

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FIRE SAFETY EQUIPMENT INSPECTION - BID NO. 9-13-5-5
TABULATION SHEET

SERVICE	ADVANCED FIRE & SAFETY	Armor Fire Protection	KOORSEN PROTECTION SERVICES	TRI-STATE FIRE PROTECTION
I. FIRE EXTINGUISHERS				
2 1/2# ABC Dry Powder				
Inspection	\$1.75			\$2.25
6 year Maintenance	\$7.50			\$14.00
Hydrostatic Testing	\$9.00			\$18.00
Refill/Recharge	\$9.95			\$20.00
5# ABC Dry Chemical				
Inspection	\$1.75			\$2.25
6 year Maintenance	\$7.50			\$16.00
Hydrostatic Testing	\$9.00			\$20.00
Refill/Recharge	\$12.95			\$38.00
10# abc Dry Chemical				
Inspection	\$1.75			\$2.25
6 year Maintenance	\$7.50			\$18.00
Hydrostatic Testing	\$9.00			\$22.00
Refill/Recharge	\$18.95			\$50.00
20# ABC Dry Chemical				
Inspection	\$1.75			\$2.25
6 year Maintenance	\$7.50			\$20.00
Hydrostatic Testing	\$9.00			\$24.00
Refill/Recharge	\$21.95			\$55.00
5# CO2				
Inspection	\$1.75			\$3.00
Hydrostatic Testing	\$9.00			\$18.00

No Bid

No Bid

SERVICE	ADVANCED FIRE & SAFETY	Armor Fire Protection	KOORSEN PROTECTION SERVICES	TRI-STATE FIRE PROTECTION
Refill/Recharge	\$9.95	No Bid	No Bid	\$42.00
10# CO2				
Inspection	\$1.75			\$3.00
Hydrostatic Testing	\$9.00			\$18.00
Refill/Recharge	\$12.95			\$42.00
20#CO2				
Inspection	\$1.75			\$3.00
Hydrostatic Testing	\$9.00			\$18.00
Refill/Recharge	\$16.95			\$42.00
Halatron Fire Extinguishers				
Inspection	\$1.75			\$3.00
6 year Maintenance	\$12.00			\$32.00
Hydrostatic Testing	\$9.00			\$32.00
Refill/Recharge	\$10.00 + Agent			\$15.00 per pound
School Bus Fire Extinguishers				
Inspection	\$1.75			\$2.25
6 year Maintenance	\$7.50			\$16.00
Hydrostatic Testing	\$9.00			\$20.00
Refill/Recharge	\$15.95			\$38.00
Kitchen K-Class Fire Extinguishers				
Inspection	\$1.75			\$3.00
6 year Maintenance	N/B			N/A
Hydrostatic Testing	\$9.00			\$65.00
Refill/Recharge	\$69.95			\$50.00
II. COOKING EXHAUST HOOD				
Inspection	\$1,300.00			\$975.00
Hydrostatic Testing	\$9.00			\$9,750.00 (\$750 ea)
III. SPRINKLER SYSTEM				
Flat rate to test all risers & switches (each)	\$63.00	\$85.00		\$95.00
Check antifreeze HCHS to shed	\$75.00	\$85.00 per hour		\$440.00

SERVICE	ADVANCED FIRE & SAFETY	Armor Fire Protection	KOORSEN PROTECTION SERVICES	TRI-STATE FIRE PROTECTION
Refill	N/B	\$25.00 per gallon		N/B
IV. PARTS AND LABOR				
Percentage Discount on Parts	10%	5%		15%
Hourly Rate for Labor	\$65.00	\$85.00		\$85.00
V. TRAVEL				
Mileage Charge	\$0.00	0		N/C
Flat Fee Per Visit	\$25.00	\$60.00		\$40.00
Hourly Rates	\$0.00	\$85.00		N/A

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LAWN MOWING SERVICE Thelma B. Johnson ELC Tabulation Sheet

BID # 11-13-5-5

Mid May through Mid October 2013

	Knights Landscaping	New Branch Lawn Mowing	Outback Lawn & Landscape	Outdoor Solutions	Daugherty's Unlimited Lawn Care
Weekly rates					
Thelma B. Johnson Early Learning Center	No Bid		No Bid		
Weekly Total		\$201.92		\$150.00	\$140.00
Annual Total		\$4,442.24		\$3,300.00	\$3,080.00
Equipment List Provided		Yes		Yes	Yes
References		Yes		Yes	Yes
Number years in business		10		8	10
Personnel		6		6	5
Custodial area					

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TABULATION OF BIDS FOR PAINT AND SUPPLIES

BID NO. 10-13-5-5

COMPANY	Approx Gal. Used	Norris Ace Home Center		PPG/Porter		Sherwin Williams	
		Per Gallon	Total	Per Gallon	Total	Per Gallon	Total
1. 100% Acrylic Low VOC DTM Industrial Semi Gloss, Satin All Bases							
Price per Gallon	400	\$31.34	\$12,536.00	\$28.00	\$11,200.00	\$26.60	\$10,640.00
Brand/Product Number							
2. Stain Killer For Oil Base Paint, Sta-Kil primer							
Price Per Gallon	10	\$40.84	\$408.40	\$27.48	\$274.80	\$16.59	\$165.90
Brand/Product Number				Seal Grip Primer 17-941			
3. Oil Base, High Gloss Enamel							
Price Per Gallon	150	\$28.49	\$4,273.50	\$28.90	\$4,335.00	\$22.00	\$3,300.00
Brand/Product Number				PPG 7-Line			
4. Aluminum Paint, Industrial Rust Inhibitor							
Price Per Gallon	100	\$28.49	\$2,849.00	\$35.00	\$3,500.00	\$28.89	\$2,889.00
Brand/Product Number				Speedhide Aluminum 6-230			
5. Latex Semi-gloss Enamel (all bases)							
Price Per Gallon	300	\$26.59	\$7,977.00	\$15.56	\$4,668.00	\$18.89	\$5,667.00
Brand/Product Number				Speedhide Semi Gloss 6-500			
6. Latex Flat Ceiling and Wall (all bases)							
Price Per Gallon	100	\$22.79	\$2,279.00	\$12.90	\$1,290.00	\$17.89	\$1,789.00
Brand/Product Number				Speedhide Flat 6-45			
7. Latex Eggshell Wall & Trim (all bases)							
Price Per Gallon	100	\$22.79	\$2,279.00	\$13.65	\$1,365.00	\$18.89	\$1,889.00
Brand/Product Number				Speedhide Eggshell 6-411			
8. Spray Cans - Enamel							
Price Per Gallon	50	\$4.74	\$237.00	\$3.60	\$180.00	\$3.25	\$162.50
Brand/Product Number							
9. Spray Cans Latex Primer							
Price Per Gallon	15	N/B		N/B		N/B	
Brand/Product Number							
10. Spray Cans Alkyd Primer							
Price Per Gallon	15	N/B		\$5.00	\$75.00	\$2.90	\$43.50
Brand/Product Number							
11. Latex Interior Primer							
Price Per Gallon	40	\$17.09	\$683.60	\$15.90	\$636.00	\$16.19	\$647.60

COMPANY	Approx Gal. Used	Norris Ace Home Center		PPG/Porter		Sherwin Williams	
Brand/Product Number							
12. Bulls Eye 123 Latex Primer							
Price Per Gallon	20	\$19.94	\$398.80	\$26.99	\$539.80	\$20.59	\$411.80
Brand/Product Number							
13. Bonding Primer							
Price Per Gallon	30	N/B		\$22.00	\$660.00	\$26.99	\$809.70
Brand/Product Number							
14. Athletic Field Marking Paint							
Price Per Gallon	200	\$12.03	\$2,406.00	\$9.20	\$1,840.00	\$9.90	\$1,980.00
Brand/Product Number							
15. Masonry Weather-Resistant Coating							
Price Per Gallon	30	N/B		\$20.50	\$615.00	\$33.79	\$1,013.70
Brand/Product Number							
16. Traffic Paint Latex White, Yellow							
Price Per Gallon	40	\$25.46	\$1,018.40	\$12.50	\$500.00	\$15.23	\$609.20
Brand/Product Number							
17. Traffic Paint Alkyd White, Yellow							
Price Per Gallon	20	\$23.52	\$470.40	\$13.00	\$260.00	\$16.23	\$324.60
Brand/Product Number							
18. Concrete Floor & Hand Rail Epoxy							
Price Per Gallon	30	N/B		\$50.00	\$1,500.00	\$45.79	\$1,373.70
Brand/Product Number							
ANNUAL TOTAL			\$37,816.10		\$33,438.60		\$33,716.20
Percent Discount off Sundry Items							