

MANATEE COUNTY GOVERNMENT

SOURCE SELECTION

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| SOLICITATION TITLE AND NUMBER | Kitchen Appliances Repair & Maintenance RFQ #12-2091GE | DATE POSTED | 9/28/12 <i>ML</i> |
| PURCHASING REPRESENTATIVE | George Earnest, 749-3044 | DATE CONTRACT SHALL BE AWARDED | |
| DEPARTMENT | Property Management | CONSEQUENCES IF DEFERRED | N/A |
| SOURCE RECOMMENDATION | Commercial Appliance Parts & Service, Inc. | AUTHORIZED BY DATE | <i>George Earnest</i> George Earnest CPPB |

ACTION DESIRED

Authorization to establish an annual blanket purchase order to Commercial Appliance Parts & Service as per the Basis of Award for kitchen appliances repair service on an "As Required Basis". This blanket orders will expire in October 2015.

ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.)

Manatee Code of Laws

BACKGROUND/DISCUSSION

- RFQ 12-2091GE was issued September 12, 2012 and one submittal was received September 26, 2012. The sole submittal, Commercial Appliance Parts & Service, Inc. (\$21,500.00) was evaluated by and found to be responsive and responsible. Property Management has recommended that a blanket purchase order be awarded to the sole responder.

SUMMARY

Recommend issuing a blanket order to Commercial Appliance Parts & Service, Inc.

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| ATTACHMENTS: (List in order as attached) | INSTRUCTIONS TO BOARD RECORDS: |
| N/A | N/A |
| COST \$20,000 (annual est.) | SOURCE (ACCT# & NAME) Property Management |
| COMMENT | AMT./FREQ. OF RECURRING COSTS (ATTACH FISCAL IMPACT STATEMENT) N/A |