

# MANATEE COUNTY GOVERNMENT

## SOURCE SELECTION

|                                  |  |                                       |   |
|----------------------------------|--|---------------------------------------|---|
| <b>SUBJECT</b>                   | Authorization to Award<br>Coquina Beach Signage<br>(RFQ# 12-1866-DS) | <b>DATE POSTED</b>                    | 8/21/12<br>Date Posted on<br>Mymanatee.org <i>SMG</i>   |
| <b>PURCHASING REPRESENTATIVE</b> | Donna M. Stevens<br>(941) 749-3045 phone<br>(941) 749-3034 fax       | <b>DATE CONTRACT SHALL BE AWARDED</b> | Contingent upon the receipt and acceptance of the certificate of general liability insurance. |
| <b>DEPARTMENT</b>                | Financial Management Dept.<br>Purchasing Division                    | <b>CONSEQUENCES IF DEFERRED</b>       | N/A <i>James W. Walker</i>  |
| <b>SOURCE RECOMMENDATION</b>     | Division Ten Specialties, Inc.                                       | <b>AUTHORIZED BY DATE</b>             | Melissa Wendel, CPPO,<br>Purchasing Official<br>August 21 2012                                |

### ACTION DESIRED

Authorization to award Request For Quotation # 12-1866-DS, Coquina Beach Signage to the lowest, responsive and responsible quoter Division Ten Specialties, Inc., with a mailing address of 2674 Pemberton Drive, Apopka, FL 32703-9402 for a total base bid of \$54,335.00 for quote with a **45 calendar day completion** and a subsequent execution of the purchase order and acceptance of insurance certificate.

### ENABLING/REGULATING AUTHORITY

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

Manatee County Code of Law

### BACKGROUND/DISCUSSION

It is the intent of the County of Manatee to purchase the services required to perform the supply and installation of entrance and directional signage at Coquina Beach as defined in accordance with the Quote technical package.

- Background/discussion continued on page 2.

|                |  |
|----------------|--|
| <b>SUMMARY</b> | Recommend the award of RFQ# 12-1866-DS for the Coquina Beach Signage to Division Ten Specialties, Inc. |
|----------------|--|

|   |                                       |   |  |
|---|---------------------------------------|---|--|
| <b>ATTACHMENTS: (List in order as attached)</b> | <b>INSTRUCTIONS TO BOARD RECORDS:</b> |   |  |
| Quote Tabulation                                | N/A                                   |   |  |
| <b>COST</b>                                     | <b>\$54,335.00</b>                    | <b>SOURCE (ACCT# &amp; NAME)</b>                                      | 3036005712-534000/6005712-0004 (PARK: Coquina Beach Signs) |
| <b>COMMENTS</b>                                 | N/A                                   | <b>AMT./FREQ. OF RECURRING COSTS (ATTACH FISCAL IMPACT STATEMENT)</b> | N/A  |

Source Selection  
IFB# 12-1866-DS  
Coquina Beach Signage

- May 30, 2012 to June 20, 2012 appropriate quote procedures was followed. Request for Quotation availability was broadcast on mymanatee.org
- Four (4) quotes were received.

| <u>Sarasota County Firm</u> | <u>Quote "A" (30) calendar days</u> | <u>Quote "B" (45) calendar days</u> |
|-----------------------------|-------------------------------------|-------------------------------------|
| Robson Corporation          | offering      \$87,698.24           | offering      \$87,698.24           |

| <u>Hillsborough County Firm</u>           | <u>Quote "A" (30) calendar days</u> | <u>Quote "B" (45) calendar days</u> |
|---|-------------------------------------|-------------------------------------|
| West Central Signs Inc<br>(dba: Signstar) | offering      \$90,905.00           | offering      \$90,905.00           |

| <u>Seminole County Firm</u> | <u>Quote "A" (30) calendar days</u> | <u>Quote "B" (45) calendar days</u> |
|-----------------------------|-------------------------------------|-------------------------------------|
| The Sign King               | offering      \$80,775.00           | offering      \$80,775.00           |

| <u>Orange County Firm</u> | <u>Quote "A" (30) calendar days</u> | <u>Quote "B" (45) calendar days</u> |
|---------------------------|-------------------------------------|-------------------------------------|
| Division Ten Specialties  | offering      \$73,068.00           | offering      \$54,335.00           |

- August 7, 2012 a memorandum from Property Management Department has recommended award to Division Ten Specialties, Inc. with a mailing address of 2674 Pemberton Drive, Apopka, FL 32703-9402 for a total base bid of **\$54,335.00** for quote with a **45 calendar day completion** and a subsequent execution of the purchase order and acceptance of insurance certificate
- This funding source for this contract is Park, Capital Projects.

## Coguina Beach Signage

Requisition # R051613

June 28, 2012-----2:00 pm

RFQ#12-1866-DS

|  | Division Ten<br>Specialties<br>(Apopka FL) | West Central<br>Signs Inc.<br>dba: Signstar<br>(Tampa FL) | The Sign King<br>(Longwood FL) | Robson<br>Corporation<br>(Sarasota FL) |
|--|--|---|--------------------------------|--|
| <b>QUOTE PRICE</b><br>30 Calendar Days<br>Completion Time            | \$73,068.00                                | \$90,905.00   | \$80,775.00                    | \$87,698.24                            |
| <b>QUOTE PRICE</b><br>45 Calendar Days<br>Completion Time            | \$54,335.00                                | \$78,620.00   | \$80,775.00                    | \$87,698.24                            |
| <b>Acknowledged<br/>Addendums<br/>1 and 2</b>                        | yes  | yes   | no                             | yes                                    |
| Please note an award<br>has not been made as<br>of this transmission |  |   |                                |  |
| Prepared by<br>DMStevens<br>7/6/2012                                 |  |   |                                |  |