

# MANATEE COUNTY GOVERNMENT INTENT TO AWARD

<b>SUBJECT</b>	To provide locksmith services to the County	<b>DATE POSTED</b>	
<b>PURCHASING REPRESENTATIVE</b>	George Earnest CPPB, PH (941) 749-3044 <i>GE</i>	<b>DATE CONTRACT SHALL BE AWARDED</b>	
<b>DEPARTMENT</b>	Various Departments	<b>CONSEQUENCES IF DEFERRED</b>	Inefficient use of P-cards and DEVs
<b>SOLICITATION</b>	RFQ 13-0137GE, Locksmithing Services	<b>AUTHORIZED BY DATE</b>	Dennis Wallace <i>Dennis H. Wallace</i>
<b>ACTION DESIRED</b>			
Authorization to issue blanket purchase orders to Complete Security Solutions, Inc. and Discount Lock & Key, Inc.			
<b>ENABLING/REGULATING AUTHORITY</b>			
Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.)			
Manatee Code of Laws			
<b>BACKGROUND/DISCUSSION</b>			
<ul style="list-style-type: none"> <li>• On July 22, 2013 RFQ 13-0137GE for Locksmithing Services was posted. No addendums were issued. On August 9, 2013 two responses were received: Complete Security Solutions, Inc. and Discount Lock &amp; Key, Inc. both from Bradenton.</li> <li>• The RFQ specifications reserve the right to make multiple awards per the Basis of Award.</li> <li>• After an evaluation of the quote responses, Complete Security Solutions, Inc. and Discount Lock &amp; Key, Inc. as responsive and responsible quoters are recommended for the award.</li> </ul>			
<b>SUMMARY</b>	Recommend issuing blanket purchase orders to Complete Security Solutions, Inc. and Discount Lock & Key, Inc. for a period not to exceed five (5) years.		
<b>ATTACHMENTS: (List in order as attached)</b>	<b>INSTRUCTIONS TO BOARD RECORDS:</b>		
Quote Price Tabulation Sheet	N/A		
<b>COST</b>	Less than \$10,000.00	<b>SOURCE (ACCT# &amp; NAME)</b>	Various Departments
<b>COMMENTS</b>	<b>AMT./FREQ. OF RECURRING COSTS (ATTACH FISCAL IMPACT STATEMENT)</b>		N/A

**QUOTE PRICE TABULATION SHEET**

**RFQ #13-0137GE for Locksmithing Services**

<b>ITEM NO.</b>	<b>DESCRIPTION</b>	<b>UNIT OF MEASURE</b>	<b>Complete Security Solutions, Inc.</b>	<b>Discount Lock &amp; Key, Inc.</b>
<b>1</b>	Labor rate for locksmithing at various County locations	Hours	\$ 50.00	\$ 60.00
<b>2</b>	Labor rate for emergency locksmithing at various County locations	Hours	\$ 75.00	\$ 75.00
<b>3</b>	Labor rate for locksmithing services at the Contractor's facility	Hours	\$ 50.00	\$ 0.00
<b>4</b>	Automobile lock-out service	Each	\$ 65.00	\$ 75.00
<b>5</b>	Percentage discount for key copy service	Percentage	% 10	% 0
<b>6</b>	Contractor's markup for parts, materials & key blanks	Percentage	% 50	% 100
<b>TOTAL QUOTE PRICE</b> (both responses were corrected for mathematical errors)			\$5,635.00	\$5,925.00