

**SCHOOL BOARD OF BREVARD COUNTY, FLORIDA**

**BOARD AGENDA ITEM – October 12, 2021**

**PROCUREMENT SOLICITATION**

**ITB# 22-032-B-HD, Music Instruments, Equipment, Furniture and  
Supplies Discount Catalog Bid**

<input checked="" type="checkbox"/> <b>(ITB)</b> Invitation To Bid	<input type="checkbox"/> <b>(ITN)</b> Invitation To Negotiate	<input type="checkbox"/> <b>(PB)</b> Piggyback
<input type="checkbox"/> <b>(RFP)</b> Request For Proposal	<input type="checkbox"/> <b>(RFQ)</b> Request For Qualifications	<input type="checkbox"/> <b>(SC)</b> State Contract
<input type="checkbox"/> <b>(SS)</b> Sole Source		

**REQUESTOR:** Secondary Leading & Learning

**Legal Review Required:**  Yes  No

**Standard Template Used with No Changes:**  Yes  No

**Standard Template:** ITB

<b>VENDOR NAME</b>	<b>AMOUNT AWARDED</b>	<b>REQUIRED PRODUCTS/SERVICES</b>
List of Vendors attached	Varies Annually as Needed	Music Instruments, Equipment, Furniture and Supplies
<b>Total</b>	Varies	

<input type="checkbox"/> <b>Contract Renewal</b>	<b>New Contract Amount</b>	Varies
<input type="checkbox"/> <b>Recurring Contract</b>	<b>Previous Contract Amount</b>	N/A
<input checked="" type="checkbox"/> <b>New Contract</b>	<b>Variance</b>	N/A

**PRICE INCREASE / DECREASE EXPLANATION:** N/A

**DISCUSSION:**

This term contract will be utilized on an as needed basis district wide for music instruments, equipment, furniture and supplies. The amount of this term contract will vary annually based on actual school and department needs.

The standard invitation to bid template has been used, which does not require legal review.

**CONTRACT TERM:**

The initial contract term shall commence October 13, 2021 and continue until October 12, 2024 with one (1) optional two (2) year renewal period.

**RECOMMENDATION:**

It is the recommendation of Dr. Stephanie Soliven, Assistant Superintendent, Secondary Leading & Learning and Mollie Vega, Director, Secondary Leading & Learning to approve the attached bid tabulation with the above vendors in an amount that varies annually.

**AUTHORITY FOR ACTION:**

Florida Administrative Code 6A-1.012 (9)

<p style="text-align: center;"><b>TABSHEET</b>  <b>ITB #22-032-B-HD</b>  <b>Music Instruments, Equipment, Furniture and Supplies</b>  <b>September 14, 2021 at 2:00 PM</b>  <b>Opened By: Heidi Dotson, Buyer II</b></p> <p style="text-align: center; color: red;"><b>This is the tabsheet showing award recommendation pending Board Approval October 12, 2021</b></p>						
<p><b># Solicited 1,444 # MWBE 2</b>  <b># Planholders 58 # Submittals 17</b></p>						
Completed Bidder's Acknowledgement	Yes	Yes	Yes	Yes	Yes	Yes
FL Dept. of State Division of Corporations Number	P01000072444	P12000065990	218744533	F00000000299	L15000011692	P95000006557
Litigations/Bankruptcy	None Listed	None Listed	None Listed	None Listed	None Listed	None Listed
Confidential Materials Enclosed	None	None	None	None	None	None
Addenda #1	N/A	N/A	N/A	N/A	N/A	N/A
References Form	Yes	Yes	Yes	Yes	Yes	Yes
Local Business Tax Receipts	Yes	Yes	N/A	Yes	N/A	Yes
Current W-9	Yes	Yes	Yes	Yes	Yes	Yes
Proof of Insurance	Yes	Yes	Yes	Yes	Yes	Yes
Certified Business Program Reciprocity Affidavit (if applicable)	N/A	N/A	N/A	N/A	N/A	N/A
Bidder's Statement of Principal Place of Business (if applicable)	N/A	N/A	Yes	Yes	Yes	N/A
Bid Submittal Form	Yes	Yes	Yes	Yes	Yes	Yes
Hold Harmless Agreement (if applicable)	N/A	N/A	N/A	N/A	N/A	N/A
Subcontractor Information (if applicable)	N/A	N/A	N/A	N/A	N/A	N/A
Specifications or Literature (if applicable)	N/A	N/A	N/A	N/A	N/A	N/A
Performance Bonds (if applicable)	N/A	N/A	N/A	N/A	N/A	N/A
Payment Bonds (if applicable)	N/A	N/A	N/A	N/A	N/A	N/A
Licenses/Certifications (if applicable)	N/A	N/A	N/A	N/A	N/A	N/A
<b>Item Description</b>	<b>Discount</b>	<b>Discount</b>	<b>Discount</b>	<b>Discount</b>	<b>Discount</b>	<b>Discount</b>
<b>1. Woodwind Instruments</b>	No Bid	No Bid	No Bid	<b>1-60%</b>	No Bid	<b>40%</b>
<b>2. Brass/Brasswind Instruments</b>	No Bid	No Bid	No Bid	<b>1-60%</b>	No Bid	<b>40%</b>
<b>3. String Instruments</b>	<b>40-60%</b>	No Bid	No Bid	<b>1-60%</b>	No Bid	<b>40%</b>
<b>4. Percussion Instruments</b>	No Bid	No Bid	No Bid	<b>1-60%</b>	No Bid	<b>40%</b>
<b>5. Handbells</b>	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
<b>6. Electric Guitars</b>	No Bid	No Bid	No Bid	<b>1-60%</b>	No Bid	<b>30%</b>
<b>7. Electronic Keyboards</b>	No Bid	<b>20%</b>	No Bid	<b>1-60%</b>	No Bid	<b>30%</b>
<b>8. Electrical Instruments (other)</b>	No Bid	No Bid	No Bid	<b>1-60%</b>	No Bid	<b>40%</b>
<b>9. Pianos - All Types</b>	No Bid	<b>20%</b>	No Bid	No Bid	No Bid	No Bid
<b>10. Music Equipment - All Types</b>	<b>30-50%</b>	No Bid	No Bid	<b>1-60%</b>	No Bid	<b>40%</b>
<b>11. Music Furniture Items</b>	<b>30-50%</b>	No Bid	No Bid	<b>1-60%</b>	No Bid	<b>40%</b>
<b>12. Music Supplies &amp; Accessories</b>	<b>30-50%</b>	No Bid	No Bid	<b>1-60%</b>	<b>10%</b>	varies see attached
<b>13. Uniform Accessories and Shoes</b>	No Bid	No Bid	No Bid	<b>1-60%</b>	No Bid	No Bid
<b>14. Balance of Product Line Discount(s)</b>	No Bid	No Bid	<b>Catalog item 38%</b>	<b>1-60%</b>	No Bid	<b>30%</b>
<b>15. Additional Charges/Discounts (if applicable)</b>			Rotary Fingering Charts	Lg/OVS Freight lines charges		
<b>Additional Information Requested</b>	<b>Days / Amounts</b>	<b>Days / Amounts</b>	<b>Days / Amounts</b>	<b>Days / Amounts</b>	<b>Days / Amounts</b>	<b>Days / Amounts</b>
<b>Delivery Timeframe if greater than 45 days</b>	7 days					
<b>Delivery timeframe of Special/Bulk orders</b>	7 days					
<b>Shipping &amp; Handling Charges</b>	Free Hand Deliv.	included	TBD by Weight	Free	5% of total order	Free
<b>Minimum Order for Discounts / Free Shipping</b>	No Minimum	No Minimum	100 units	\$25	No Minimum	No Minimum

Recommended Award Key: Columns highlighted in yellow identify the recommended award.  
All other bidders did not meet the definition of responsive and responsible for this bid as outlined in Section 2.11

<b>TABSHEET</b> <b>ITB #22-032-B-HD</b> <b>Music Instruments, Equipment, Furniture and Supplies</b> <b>September 14, 2021 at 2:00 PM</b> <b>Opened By: Heidi Dotson, Buyer II</b>  <b>This is the tabsheet showing award recommendation pending Board Approval October 12, 2021</b>		<b>KORG U.S.A., Inc</b> <b>316 South Service Road</b> <b>Melville, NY 11747</b> <b>PH: 631-390-6574</b> <b>chrisk@soundtree.com</b>	<b>Luck's Music Library</b> <b>32300 Edward Ave</b> <b>Madison Heights, MI 48071</b> <b>PH: 800-348-8749</b> <b>sales@lucksmusic.com</b>	<b>Music in Motion, Inc.</b> <b>PO Box 869231</b> <b>Plano, TX. 75086</b> <b>PH: 800-445-0649</b> <b>orders@musicmotion.com</b>	<b>Romeo Music</b> <b>136 Levee Place</b> <b>Coppell, TX. 75019</b> <b>PH: 615-500-1533</b> <b>Jody@romeomusic.net</b>	<b>Stanton's Sheet Music</b> <b>330 South Fourth St.</b> <b>Columbus, OH. 43215</b> <b>PH: 614-224-4257</b> <b>karen@stantons.com</b>	<b>Sweetwater Sound, Inc.</b> <b>5504 U.S. Hwy 30 W.</b> <b>Fort Wayne, IN 46818</b> <b>Vern Crews</b> <b>Ph: 800-822-6572</b> <b>Ext. 2950</b> <b>vern_crews@sweetwater.com</b>
# Solicited 1,444 # MWBE 2							
# Planholders 58 # Submittals 17							
Completed Bidder's Acknowledgement	Yes	Yes	Yes	Yes	Yes	Yes	Yes
FL Dept. of State Division of Corporations Number	F20000003303	38-2112516	75-2683509	M15000009713	31-4445958	35-2023299	
Litigations/Bankruptcy	None Listed	None Listed	None Listed	None Listed	None Listed	None Listed	None Listed
Confidential Materials Enclosed	None	None	None	None	None	None	None
Addenda #1	N/A	N/A	N/A	N/A	N/A	N/A	N/A
References Form	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Local Business Tax Receipts	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Current W-9	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Proof of Insurance	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Certified Business Program Reciprocity Affidavit (if applicable)	N/A	N/A	N/A	WBE1801010	N/A	N/A	N/A
Bidder's Statement of Principal Place of Business (if applicable)	Yes	Yes	Yes	Yes	N/A	Yes	Yes
Bid Submittal Form	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Hold Harmless Agreement (if applicable)	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Subcontractor Information (if applicable)	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Specifications or Literature (if applicable)	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Performance Bonds (if applicable)	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Payment Bonds (if applicable)	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Licenses/Certifications (if applicable)	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Item Description</b>	<b>Discount</b>	<b>Discount</b>	<b>Discount</b>	<b>Discount</b>	<b>Discount</b>	<b>Discount</b>	<b>Discount</b>
<b>1. Woodwind Instruments</b>	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	0%
<b>2. Brass/Brasswind Instruments</b>	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	0%
<b>3. String Instruments</b>	No Bid	No Bid	0%	No Bid	No Bid	No Bid	0%
<b>4. Percussion Instruments</b>	No Bid	No Bid	0%	10%	No Bid	No Bid	0%
<b>5. Handbells</b>	No Bid	No Bid	0%	No Bid	No Bid	No Bid	0%
<b>6. Electric Guitars</b>	0-30%	No Bid	No Bid	10%	No Bid	No Bid	0%
<b>7. Electronic Keyboards</b>	20-40%	No Bid	0%	12%	No Bid	No Bid	0%
<b>8. Electrical Instruments (other)</b>	10-40%	No Bid	0%	12%	No Bid	No Bid	0%
<b>9. Pianos - All Types</b>	10-40%	No Bid	No Bid	12%	No Bid	No Bid	0%
<b>10. Music Equipment - All Types</b>	0-40%	No Bid	0%	10%	No Bid	No Bid	0%
<b>11. Music Furniture Items</b>	10-35%	No Bid	0%	10%	No Bid	No Bid	0%
<b>12. Music Supplies &amp; Accessories</b>	10-40%	10%	0%	No Bid	10%	No Bid	0%
<b>13. Uniform Accessories and Shoes</b>	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	0%
<b>14. Balance of Product Line Discount(s)</b>	No Bid	No Bid	No Bid	10%	No Bid	No Bid	0%
<b>15. Additional Charges/Discounts (if applicable)</b>	Exceptions listed	\$50 discount:\$100 free shpg	Lg/OVS/DS Frgt. lines chrgs.	Some items charged frgt.	frgt determined by weight		0%
<b>Additional Information Requested</b>	<b>Days / Amounts</b>	<b>Days / Amounts</b>	<b>Days / Amounts</b>	<b>Days / Amounts</b>	<b>Days / Amounts</b>	<b>Days / Amounts</b>	<b>Days / Amounts</b>
<b>Delivery Timeframe if greater than 45 days</b>	TBD						
<b>Delivery timeframe of Special/Bulk orders</b>	TBD			35/40 days			
<b>Shipping &amp; Handling Charges</b>	TBD	Quoted with Order	Free Shipping with Exptns	Free-excludes furn/carts etc.	TBD	TBD per invoice	
<b>Minimum Order for Discounts / Free Shipping</b>	No Minimum	\$50/\$100	\$25 PO minimum	\$100	No Minimum	No Minimum	

<b>TABSHEET</b> <b>ITB #22-032-B-HD</b> <b>Music Instruments, Equipment, Furniture and Supplies</b> <b>September 14, 2021 at 2:00 PM</b> <b>Opened By: Heidi Dotson, Buyer II</b>  <b>This is the tabsheet showing award recommendation pending Board Approval October 12, 2021</b>					
	<b>Taylor Music, Inc.</b> 513 South Main Aberdeen, SD. 57401 Mary McKinney Ph: 800-872-2263 Mary@taylormusic.com	<b>Vino Music, LLC, dba</b> <b>Wickham Road Music</b> 4900 N. Wickham Rd. #106 Melbourne, FL. 32940 Donald Farnsworth Ph: 321-745-0571 don@wickhamroadmusic.com	<b>Washington Music Sales Center, Inc.</b> 11151 Veirs Mill Rd. Wheaton, MD. 20902 Mandy Fried Ph: 301-946-8808 mandyf@chucklevins.com	<b>West Music Company, Inc.</b> 1212 5th Street, PO Box 5521 Coralville, IA. 52241 Stephanie Adams Ph: 800-397-9378 bids@westmusic.com	Non-Responsive (NR) & No Bids (NB) NR - Atlantic Music Center NB - Sweet Pipes NB - A2D Solutions NB - Al's Trophy NB - Discount School Supply NB - It's Greek to Me NB - Piano Distributor of Florida NB - Really Good Stuff NB - School Specialty NB - SportDecals, Inc NB - Swan City Print Company
# Solicited 1,444 # MWBE 2					
# Planholders 58 # Submittals 17					
Completed Bidder's Acknowledgement	Yes	Yes	Yes	Yes	
FL Dept. of State Division of Corporations Number	46-0248482	G20000148708	53-0259612	42-0737247	
Litigations/Bankruptcy	None Listed	None Listed	None Listed	None Listed	
Confidential Materials Enclosed	None	None	None	None	
Addenda #1	N/A	N/A	N/A	N/A	
References Form	Yes	Yes	Yes	Yes	
Local Business Tax Receipts	N/A	Yes	Yes	N/A	
Current W-9	Yes	Yes	Yes	Yes	
Proof of Insurance	Yes	Yes	Yes	Yes	
Certified Business Program Reciprocity Affidavit (if applicable)	N/A	Veteran Owned Business	N/A	N/A	
Bidder's Statement of Principal Place of Business (if applicable)	Yes	N/A	N/A	Yes	
Bid Submittal Form	Yes	Yes	Yes	Yes	
Hold Harmless Agreement (if applicable)	N/A	N/A	N/A	N/A	
Subcontractor Information (if applicable)	N/A	N/A	N/A	N/A	
Specifications or Literature (if applicable)	N/A	N/A	N/A	N/A	
Performance Bonds (if applicable)	N/A	N/A	N/A	N/A	
Payment Bonds (if applicable)	N/A	N/A	N/A	N/A	
Licenses/Certifications (if applicable)	N/A	N/A	N/A	N/A	
<b>Item Description</b>	<b>Discount</b>	<b>Discount</b>	<b>Discount</b>	<b>Discount</b>	
<b>1. Woodwind Instruments</b>	<b>0-60%</b>	<b>15%</b>	<b>varies</b>	<b>0%</b>	
<b>2. Brass/Brasswind Instruments</b>	<b>0-60%</b>	<b>15%</b>	<b>varies</b>	<b>0%</b>	
<b>3. String Instruments</b>	<b>0-60%</b>	<b>15%</b>	<b>varies</b>	<b>5%</b>	
<b>4. Percussion Instruments</b>	<b>0-60%</b>	<b>15%</b>	<b>varies</b>	<b>5%</b>	
<b>5. Handbells</b>	No Bid	<b>15%</b>	No Bid	<b>0%</b>	
<b>6. Electric Guitars</b>	No Bid	<b>15%</b>	<b>varies</b>	<b>5%</b>	
<b>7. Electronic Keyboards</b>	No Bid	<b>15%</b>	<b>varies</b>	<b>5%</b>	
<b>8. Electrical Instruments (other)</b>	No Bid	<b>15%</b>	<b>varies</b>	<b>5%</b>	
<b>9. Pianos - All Types</b>	No Bid	<b>15%</b>	No Bid	No Bid	
<b>10. Music Equipment - All Types</b>	<b>0-60%</b>	<b>15%</b>	<b>varies</b>	<b>5%</b>	
<b>11. Music Furniture Items</b>	<b>0-60%</b>	<b>15%</b>	No Bid	<b>5%</b>	
<b>12. Music Supplies &amp; Accessories</b>	<b>0-60%</b>	<b>15%</b>	<b>varies</b>	<b>5%</b>	
<b>13. Uniform Accessories and Shoes</b>	No Bid	No Bid	No Bid	No Bid	
<b>14. Balance of Product Line Discount(s)</b>	No Bid	<b>15%</b>	<b>varies</b>	No Bid	
<b>15. Additional Charges/Discounts (if applicable)</b>	<b>0-60%</b>			See list of exceptions	
<b>Additional Information Requested</b>	<b>Days / Amounts</b>	<b>Days / Amounts</b>	<b>Days / Amounts</b>	<b>Days / Amounts</b>	
<b>Delivery Timeframe if greater than 45 days</b>	TBD		Varies by Supplier	See list of exceptions	
<b>Delivery timeframe of Special/Bulk orders</b>	TBD		Varies by Supplier	See list of exceptions	
<b>Shipping &amp; Handling Charges</b>	Free Excludes cases & Furn.	20%	Free	Free	
<b>Minimum Order for Discounts / Free Shipping</b>	\$75	\$100	\$75	No Minimum	