

Invitation to Bid

20150224 FURNITURE

Responses to an Invitation to Bid will be received by the Purchasing Supervisor, Sumner County Board of Education, 1500 Airport Road, Gallatin, TN 37066 for 20150224 FURNITURE until 10:00 a.m. CDT Tuesday, February 24, 2015. Bid responses will be opened at that time, taken under advisement and evaluated. Should you have any questions please call Jaime York @ 615-451-6503. All proposals are subject to the Board of Education's conditions and specifications which are available from Vicky Currey, Purchasing Supervisor (615) 451-6560. All bids can be viewed on line at www.sumnerschools.org.

NOTICE TO RESPONDENTS

Responses to an Invitation to Bid will be received by the Purchasing Supervisor in the SUPPORT SERVICE FACILITY CONFERENCE ROOM, Sumner County Board of Education, 1500 Airport Road Gallatin, TN 37066. They will be received until **10:00 A.M. Local Time TUESDAY, FEBRUARY 24, 2015** for **20150224 FURNITURE**, at which time the responses will be opened, taken under advisement and evaluated. ***BIDS WILL BE POSTED ON www.sumnerschools.org***

GENERAL REQUIREMENTS AND CONDITIONS

1. The Sumner County Board of Education reserves the right to accept or reject any and/or all responses in whole or in part, and to waive informalities therein.
2. Any responses received after the scheduled closing time for the receipt for responses will not be considered.
3. If a mistake is discovered after the responses are received, only the Sumner County Board of Education may allow the respondent to withdraw the entire response.
4. Partial payments will not be approved unless justification for such payment can be shown. Terms will be net 30 days.
5. Payment will not be made until the said **20150224 FURNITURE** are inspected and approved as meeting all specifications by persons appointed by the Sumner County Board of Education.
6. Responses submitted must be in a sealed envelope and marked on the outside as follows:
RESPONSE: 20150224 FURNITURE
DEADLINE: 10:00 A.M., TUESDAY, FEBRUARY 24, 2015
7. Facsimile responses will not be considered.
8. If a successful bidder violates any terms of their bid, the contract, school board policy or any law they may be disqualified from bidding for a period of two years for minor violations or longer for major violations. Bids from disqualified bidders will not be accepted during the period of disqualification.
9. Prices quoted on the response (if any) are to be considered firm and binding until the said **20150224 FURNITURE** are in the possession of the Sumner County Board of Education.
10. No purchase or contract is authorized or valid until the issuance of a Board Purchase Order in accordance with Board Policy. No Board Employee is authorized to purchase equipment, supplies or services prior to the issuance of such a Purchase Order.
11. Any deviation from these stated terms, specifications and conditions must be coordinated with and approved in writing by the Purchasing Supervisor, Vicky Currey (615) 451-6560.
12. All bids that exceed \$25,000 must have the Company Name, License Number, Expiration Date thereof and License Classification of Contractor listed on outside of sealed envelope. As required by State of Tennessee Code Annotated 62-6-119.
13. The awarded bidder will be required to post a performance and payment bond in the amount of 25% of the contract price if it exceeds \$100,000 as stated by State of Tennessee Code Annotated 12-4-201.
14. If the project cost in excess of \$25,000 a performance bond must be secured by the requesting party in an amount equal to the market improvement value.

Furniture Specifications

The Sumner County Board of Education is soliciting bids for office and classroom furniture. This furniture will be delivered to the following schools in Sumner County.

New Construction

Tentative Delivery Date – July 13, 2015

Burrus Elementary School
Drakes Creek Road
Hendersonville, TN 37075

Additions

Tentative Delivery Date – June 1, 2015

Gallatin High School
700 Dan Herron Drive
Gallatin, TN 37066

Hendersonville High School
123 Cherokee Road
Hendersonville, TN 37075

- Your price is to include delivery, installation of the furniture, and off-site disposal of all packaging. (Adjustable height furniture must be placed at the correct height during installation.)
- Burrus Elementary is all one level
- Gallatin High and Hendersonville High are 2 level constructions. Elevators are available, but not located in the new addition. Elevators located in the new addition are passenger only, no freight.
- Groups 1 - 6 will be awarded to the vendor(s) with the lowest/best total cost (use quantities listed).
- Items in Group 7 will be awarded individually based on lowest unit price.
- All amounts are approximate. More or less of any item may be purchased at the bid price.

Attached you will find the following:

- Vendor Information and Signature Form
- Specifications
- Furniture Totals by Project
- Group 1 Bid Sheet
- Group 2 Bid Sheet
- Group 3 Bid Sheet
- Group 4 Bid Sheet
- Group 5 Bid Sheet
- Group 6 Bid Sheet
- Group 7 Bid Sheet

Please complete the vendor information page and the bid sheets. Staple bid sheets together with information page on front and submit to Sumner County Board of Education.

Vendor Information and Signature of Authorized Representative

By signing and submitting this bid, you are agreeing to the terms and conditions set forth in this bid package. Tentative delivery on all items will vary.

COMPANY NAME: _____

ADDRESS: _____

PHONE: _____

SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE:

DATE

Specifications

1. Student Desk – Equal to/better than Artco-Bell DA3 Tri-top Desk – Desk to be adjustable height, top to be solid plastic. Option for book box.
2. Student Chair – Equal to or better than Artco-Bell D10 Discover Chair – 14”, 16”, and 18”. Option: A+ size, casters, seat/back padding.
3. Student Chair (Alt 1) – Equal to/better than Artco-Bell AS4L Alphabet Chair – 14”, 16”, 18. Option: A+ size, casters.
4. Teacher Stool - Equal to/better than Artco-Bell D99A Discover Swivel Stool – Built in foot ring, A+ size, adjustable height.
5. Lab Stool - Equal to/better than Artco-Bell 0804 Stool – Adjustable height, solid plastic seat.
6. Lectern - Equal to/better than HON HLD-L3T Smartlink – Sit to Stand Desk – Adjustable 30” – 40”, solid plastic top, high –pressure laminate only if solid plastic top is not available.
7. Teacher Desk – Equal to/better than HON HLT2460T-R3 Smartlink Teacher Station – High pressure laminate top, single pedestal 3 drawer, heavy duty locking casters
8. Four Drawer Letter File Cabinets – Bid HON 514P or Global equivalent, cabinet must have lock, color to be black.
9. Bookcase – Bid HON S42ABC or Global equivalent, color to be black.
10. Reception Area Chair – Bid Hon 2111 or Global equivalent, Fabric Grade III & IV.
11. Executive Chair – Bid Hon 6540 or Global equivalent, Fabric Grade III & IV.
12. Guest Chair – Bid Hon Cambia 2160 or Global equivalent, Fabric Grade III & IV
13. Conference Room Chair – Bid basyx by Hon HVL105 or Global equivalent, Fabric Black SofThread Leather with chrome accents
14. Task Chair – Bid Hon basyx by HON HVL712 – Mid-back. Fabric Grade III & IV.
15. 24 x 48 Adjustable Tables – Adjustable legs, chrome adjustable inserts, high-pressure laminate top.
16. 30 x 60 Adjustable Tables – Adjustable legs, chrome adjustable inserts high-pressure laminate top.
17. 36 x 72 Adjustable Tables – Adjustable legs, chrome adjustable inserts high-pressure laminate top.
18. 48 x 72 Kidney Shape Table – Adjustable legs, chrome adjustable inserts high-pressure laminate top.

19. 36 x 72 Tables – ALLIED APRON TABLES ONLY, black skirt and edging, and non-adjustable chrome legs. Tables must have metal skirting around edge of tabletop for extra support.
20. 30 x 60 Tables – ALLIED APRON TABLES ONLY, black skirt and edging, and non-adjustable chrome legs. Tables must have metal skirting around edge of tabletop for extra support.
21. Computer Tables – Equal to/better than Paragon STC 60 – High pressure laminate top, adjustable legs.
22. Computer Tables – Equal to/better than Paragon FD60 – 30 x 60 w/adjustable height, high-pressure laminate top. CPU holders and keyboard trays are to be included.
23. Study Carrel – Artco-Bell 1321 – Work surface to be 24” x 36”. Height adjustable from 22” – 29”.
24. Classroom US Flag – Annin 042900 – 16”x 24” with staff – with 2” flag holder for map rail
25. US Flag 3’ x 5’ Indoor Nylon Fringed with complete flag mounting set
26. TN Flag 3’ x 5’ Indoor Nylon Fringed with complete flag mounting set
27. Clinic Cots – Better than or equal to USA Capitol 1201 – First aid couch. Color to be Navy.
28. Music Stand – Better than or equal to National Public Seating 82ms. Constructed with heavy gauge steel. Adjustable from 26 – 46”.
29. Pencil Sharpener – Better than or equal to Boston EPI-1031 wall mounted sharpener. MUST INCLUDE BLOCK.
30. Clock – Better than or equal to Chicago Lighthouse Contemporary SelfSet Wall Clock– 14” round battery operated clock. Must include battery.
31. Park Bench – Equal to/better than Leisure Craft B6WB – 6’ Thermoplastic Coated Steel Bench
32. Cafeteria Tables – Bid AMTAB MST1216-DR only – Mobile Stool Units – 16 stool, high-pressure laminate top, dynarock edge, painted frame, 27” height top, 15” height stool.
33. Choral Risers – Sico 2611-324B – plywood deck covered in carpet, interchangeable decks able to change without tools. MUST INCLUDE SIDE RAILS
34. Administrative Office Furniture – Equal to/better than HON Pennsylvania Avenue Veneer Furniture

LIBRARY

1. Qty. 3 - Smith System Acrobat Crescent Desk Model 26550 – 30 x 60
2. Qty. 1 - Smith System I-O Post
3. Qty. 6 – Smith System UXL 48” Half Round End Cap
4. Qty. 10 – Smith System UL72CR 72” Crescent with fixed height legs
5. Qty. 4 – Smith System Library Nomad 21679 – 6’, heavy duty casters, top and radius end panels
6. Qty. 6 – Chat Chair – Polypropylene seat
7. Qty. 4 – Chat Wedge
8. Qty. 1 – Café Round Top – 16” height, circular base
9. Alternate Teacher Desk – Equal to/better than Smith System 26161 Cascade Teacher Desk with Bullet Top – Single pedestal 3drawer, high -pressure laminate top, heavy duty locking casters.

Furniture Totals by Project

Item	Burrus	Gallatin	Hendersonville
Student Desk	0	480	510
Student Desk w/bookbox	922	0	0
Chair 14"	572	0	0
Chair 16"	666	0	0
Chair 18"	682	0	0
Chair 18" A+	0	584	618
Teacher Desk	60	16	17
Chair 18" w/caster	28	0	0
Chair 18" A+ w/caster & Pad	108	16	17
4Dr. File	125	36	39
Bookcase	112	36	34
Tbl. 30 x 60	59	0	0
Tbl. 24 x 48	97	0	0
Tbl. 36 x 72	8	0	0
Tbl. Kidney	48	0	0
Tbl. 30 x 60 non-adj	0	18	17
Tbl 36 x 72 non-adj	0	0	1
Tbl. Comp CR	90	32	34
Tbl. Comp Lab	14	0	0
Lectern	45	16	17
Stool A+	45	18	17
Science Stool	0	72	0
Study Carrol	6	0	0
Clinic Cot	1	0	0
Music Stand	28	0	0
Tbl. Café	20	0	0
Risers	4	0	0
Flag - Classroom	60	18	18
Pencil Sharpener	59	18	18
Clock	74	18	25
US Flag	1	0	0
TN Flag	1	0	0
Reception Area Chair	6	3	8
Executive Chair	2	0	2
Guest Chair	24	0	16
Conference Rm Chiar	8	0	8
Mid Back Task Chair	5	1	7
Park Bench	2	0	2

GROUP 1 Bid Sheet

Bid awarded to vendor with the lowest Group 1 Total Cost!

GROUP 1

Item	Quantity	Unit Price	Extended Price
1. Student Desk	990	_____	_____
2. Student Desk w/Book box	922	_____	_____
3. Student Chair - 14"	572	_____	_____
4. Student Chair -16"	666	_____	_____
5. Student Chair - 18"	682	_____	_____
6. Student Chair - 18"A+	1202	_____	_____
7. Student Chair - 18" w/caster	28	_____	_____
8. Student Chair - 18" A+ w/caster & Pad	141	_____	_____
9. Teacher Stool	80	_____	_____
10. Lab Stool	72	_____	_____
11. Lectern	78	_____	_____
Group 1 Total Cost			_____

ALTERNATE – Do not include in Total Cost

Student Chair –Alt. 1

1. Student Chair - 14"	572	_____	_____
2. Student Chair -16"	666	_____	_____
3. Student Chair - 18"	682	_____	_____
4. Student Chair - 18"A+	1202	_____	_____
5. Student Chair - 18" w/caster	28	_____	_____
6. Student Chair - 18" A+ w/caster	141	_____	_____

GROUP 2 Bid Sheet

Bid awarded to vendor with the lowest Group II Total Cost!

GROUP 2

Item	Quantity	Unit Price	Extended Price
1. HON Teacher Desk	93	_____	_____
2. File Cabinet	200	_____	_____
3. Bookcase	182	_____	_____
FABRIC CODE III			
4. Reception Area Chair	17	_____	_____
5. Executive Chair	4	_____	_____
6. Guest Chair	40	_____	_____
7. Conference Room Chair	16	_____	_____
8. Task Chair	13	_____	_____
<i>Group 2 Total Cost</i>			_____

ALTERNATE – Do not include in Total Cost

FABRIC CODE IV

1. Reception Area Chair	17	_____	_____
2. Executive Chair	4	_____	_____
3. Guest Chair	40	_____	_____
4. Conference Room Chair	16	_____	_____
5. Task Chair	13	_____	_____

GROUP 3 Bid Sheet

Bid awarded to vendor with the lowest Group 3 Total Cost!

GROUP 3

Item	Quantity	Unit Price	Extended Price
1. 24" x 48" Adjustable Table	97	_____	_____
2. 30" x 60" Adjustable Table	59	_____	_____
3. 36" x 72" Adjustable Table	8	_____	_____
4. 48" x 72" Kidney Shape Table	48	_____	_____
5. 36" x 72" Allied non-adjustable	1	_____	_____
6. 30" x 60" Allied non-adjustable	35	_____	_____
7. Computer Tables SCT60	156	_____	_____
8. Computer Tables FD60	14	_____	_____
9. Study Carrel	5	_____	_____
Total Group 3			_____

GROUP 4 Bid Sheet

Bid awarded to vendor with the lowest Group 4 Total Cost!

GROUP 4

Item	Quantity	Unit Price	Extended Price
1. Classroom US Flag	96	_____	_____
2. US Flag	1	_____	_____
3. TN Flag	1	_____	_____
Total Group 4			_____

GROUP 5 Bid Sheet

Bid awarded to vendor with the lowest Group 5 Total Cost!

GROUP 5 LIBRARY (ALL SMITH SYSTEM)

Item	Quantity	Unit Price
1. Acrobat Crescent Desk	3	_____ ea.
2. I-O Post	1	_____ ea.
3. UXL 48" Half Round End Cap	6	_____ ea.
4. UL72CR 72" Crescent	10	_____ ea.
5. Library Nomad 21679	4	_____ ea.
6. Chat Chair	6	_____ ea.
7. Chat Wedge	4	_____ ea.
8. Chat Café Round	1	_____ ea.

Total Group 5 _____

Items awarded individually to the vendor(s) with the lowest unit price!

ALTERNATE – Do not include in Total Cost

1. Teacher Desk – Cascade 26161	1	_____ ea.
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ALTERNATE – Do not include in Total Cost

If you have an equal to/better to than the Smith System furniture listed above please provide pricing for items equal to the above tables (seating for 40) and computer stations. Samples must be provided the day of bid opening or before.

GROUP 6 Bid Sheet

HON Pennsylvania Avenue Veneer Furniture Burrus Elementary

	Unit Price	Extended Price
1 10 ft. Conference Table - Boat	<hr/>	<hr/>
1 6 ft. Conference Table - Rectangle	<hr/>	<hr/>
10 5 Shelf Bookcase	<hr/>	<hr/>
1 72 x 24 Credenza - keyboard tray	<hr/>	<hr/>
2 66 x 24 Credenza- keyboard tray	<hr/>	<hr/>
4 End Tables	<hr/>	<hr/>
1 36 x 72 Double Pedestal Desk	<hr/>	<hr/>
2 30 x 66 Double Pedestal Desk	<hr/>	<hr/>
3 Lateral File - 2 Drawer	<hr/>	<hr/>
2 30 x 66 Desk w/Left 42 x 24 Return w/keyboard tray	<hr/>	<hr/>
1 30 x 66 Desk w/Right 42 x 24 Return w/keyboard tray	<hr/>	<hr/>
1 42" Round Pedestal Base Table	<hr/>	<hr/>
1 U Shape w/Keyboard R	<hr/>	<hr/>
TOTAL COST		<hr/>

Hendersonville High

	Unit Price	Extended Price
1 10 ft. Conference Table - Boat	<hr/>	<hr/>
9 5 Shelf Bookcase	<hr/>	<hr/>
1 72 x 24 Credenza - keyboard tray	<hr/>	<hr/>
1 66 x 24 Credenza- keyboard tray	<hr/>	<hr/>
3 End Tables	<hr/>	<hr/>
1 36 x 72 Double Pedestal Desk	<hr/>	<hr/>
1 30 x 66 Double Pedestal Desk	<hr/>	<hr/>
3 Lateral File - 2 Drawer	<hr/>	<hr/>
1 30 x 66 Desk w/Left 42 x 24 Return w/keyboard tray	<hr/>	<hr/>
1 42" Round Pedestal Base Table	<hr/>	<hr/>
1 U Shape w/Keyboard R	<hr/>	<hr/>
TOTAL COST		<hr/>

Gallatin High

	Unit Price	Extended Price
1 30 x 66 Desk w/Right 42 x 24 Return w/keyboard tray	<hr/>	<hr/>
1 5 Shelf Bookcase	<hr/>	<hr/>
TOTAL COST		<hr/>

GROUP 7 Bid Sheet

Bid awarded to vendor with the lowest Group 7 Total Cost!

GROUP 7

Item	Quantity	Unit Price
1. Clinic Cot	1	_____ ea.
2. Music Stand	28	_____ ea.
3. Pencil Sharpener	95	_____ ea.
4. Clock	117	_____ ea.
5. Park Bench	4	_____ ea.
6. Cafeteria Tables	20	_____ ea.
7. Choral Risers	4	_____ ea.