



Department of Purchasing

100 N. Main Street, 2nd Floor

Suffolk, VA 23434

(757) 925-6762 Fax (757) 925-6762

February 4, 2020

Michael Brom, President
PHP Locker Company
4605 Charlotte Hwy
Lake Wylie, SC 29710

Dear Mr. Brom:

Subject: Notice of Award for 1705 B

This notice of award is to PHP Locker Company to provide annual hallway locker maintenance for Suffolk Public Schools. The contractor agrees to furnish all labor, materials, equipment, and services necessary to perform all work outlined in the above referenced bid documents and its addenda as submitted in your bid.

Please return an acknowledged copy of this Notice of Award to the above address within ten (10) calendar days. A final acceptance of this agreement is contingent on the affirmative vote of the School Board. Please sign and return this intent to award within 10 days.

Sincerely,

Anthony W. Hinds MBA CPPB
Purchasing Manager

Please sign below to acknowledge receipt of this Notice of Award and to agree to the terms of IFB-1705-B, your bid, and any addenda.

Acknowledged this the 5th day of February 2020
By A. Michael Brom Title President

Copies: Dr. John B. Gordon III, Superintendent
Terry Napier, Director of Facilities and Planning
Bid file

1705-B

Annual Hallway Locker Maintenance

1. This contract shall be automatically renewed for four (4) additional one-year periods, beginning on July 1st and ending on June 30th of each subsequent year unless otherwise terminated by either party by giving written notice by May 1st. The School Board may approve a price increase for each subsequent year. The request shall be presented in writing by June 1st of each year and the cost increases shall not exceed the Consumer Price Index (CPI) as developed by the Bureau of Labor Statistics U. S. Department of Labor, for all Urban Consumers (CPI -U) South, for the preceding calendar year.
2. Hallway locker inspections and maintenance shall be scheduled with each individual school principal or approved designee.
3. Detailed quotes for the required annual hallway locker maintenance shall be provided by school. Purchase orders will be issued upon approval of the Director of Secondary Leadership. All work is to be completed during the summer months when school is not in session.

Initials: _____

Date: _____

RCMB
2/5/2020

1705 - 8 Bid Tabulation

Annual Hallway Locker Maintenance

One bid received

Item #	Description	PHP Locker
1.	<p>Annual Hallway Locker Maintenance:</p> <ol style="list-style-type: none"> 1. John Yeates Middle School – 1270 lockers 4901 Bennett's Pasture Road 2. King's Fork Middle School – 1200 lockers 350 King's Fork Road 3. King's Fork High School – 1839 lockers 351 King's Fork Road 4. Col Fred Cherry Middle School – 851 lockers 7401 Burbage Drive <p>Required Service:</p> <ul style="list-style-type: none"> • Advance the built-in combination locks to the next sequential combination. • Provide each school 3"x 5" student locker issue cards for each locker showing the locker number, combination and dialing instructions. • Provide a lock control chart to each school showing each locker number, lock, serial number and combination for the coming school year. • Adjust all hallway locker doors for proper opening and closing. 	<p>Price per locker</p> <p>\$1.55</p>
2.	Replacement cost for Master brand # 1630 built -in combination lock (automatic) or equal	\$ 14.39 each
3.	Replacement cost for Master brand # 1670 built -in combination lock (manual) or equal	\$ 14.77 each
4.	Replacement of broken locker handle	\$ 10.00 each
5.	Replacement of irreparable or missing locker door	\$ 85.00 each
6.	Replacement of irreparable locker door frame	\$ 50.00 each