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| SCHOOL BOARD OF ALACHUA COUNTY, FLORIDA | | INVITATION FOR BID | |
| SUBMIT BID TO: <i>See Bid mailing instructions on page 2</i> | | Bidder Acknowledgement and Acceptance Form | |
| BID TITLE: SUN SHADE STRUCTURES AND MISC. ACCESSORIES (CATALOG DISCOUNT) | | BID NO. 24-13 | |
| DELIVERY F.O.B. DESTINATION: All Designated Schools and Centers | | ISSUE DATE: August 25, 2023 PURCHASING DEPARTMENT PHONE/FAX # (352) 955-7582 / (844) 269-9018 | |
| BID DUE DATE AND TIME: <u>September 6, 2023 @ 3:00 PM EST</u> | | BID OPENING: Purchasing Department | |
| A pre-bid meeting is scheduled for N/A . This is a N/A meeting. | | | |

The undersigned ("Bidder") hereby submits the following offer and attests that it understands, agrees to, and will abide by all terms, conditions, specifications, and instructions contained in the Invitation For Bid ("IFB"), inclusive of the contents of any Addenda hereto. Bidder agrees to be bound by a contract, the form of which will be provided by the School Board of Alachua County, to provide the materials and/or services described in this IFB. Further, Bidder attests that it has not divulged, discussed, or compared this offer with any other Bidder and has not colluded with any other Bidder in the preparation of this offer in order to gain an unfair advantage in the award of the pending contract. Finally, Bidder acknowledges that all information contained herein is subject to the Public Records Act, Chapter 119, F.S.

BIDDER NAME: Shade Systems, Inc.

SIGNATURE OF OWNER OR
AUTHORIZED OFFICER/AGENT:

Alan Alan Bayman - OWNER

TYPED TITLE: Architectural Specialist

BIDDER MAILING ADDRESS: 4150 SW 19th Street, Ocala, FL 34474

AREA CODE/PHONE # 800-609-6066

FAX #: 352-237-2256

BIDDER EMAIL ADDRESS: jeremy@shadesystemsinc.com

BIDDER WEB ADDRESS: shadesystemsinc.com

DATE: 9/05/2023

EIN/FEDERAL TAX ID#: 42-1571783

PROOF OF E-VERIFY PARTICIPATION ENCLOSED (REF. ATTACHMENT A, ITEM 76): ☒ YES ☐ NO

SBAC personnel may choose to use a Visa™ purchasing card in place of a purchase order to make purchases under this IFB. Unless exception to this condition is checked below, Bidder, by submitting a Bid, agrees to accept the purchasing card as an acceptable form of payment and may not add additional service fees or handling charges to purchases made under this IFB using the purchasing card.

NO BID THE PROSPECTIVE BIDDER HEREBY SUBMITS A "NO BID" FOR THE REASON(S) NOTED BELOW:

- | | |
|---|--|
| <input type="checkbox"/> 1. Insufficient time to respond to the IFB | <input type="checkbox"/> 4. Our production/service schedule will not permit a response |
| <input type="checkbox"/> 2. Could not meet the specifications | <input type="checkbox"/> 5. Remove our name from this bid list only |
| <input type="checkbox"/> 3. Does not offer the product or service specified | <input type="checkbox"/> 6. Other _____ |

FAX THIS "NO BID" FORM TO (844) 269-9018. INCLUDE THE COMPANY INFORMATION REQUESTED ABOVE. FAILURE TO SUBMIT THIS FORM MAY RESULT IN BIDDER'S REMOVAL FROM SBAC'S ACTIVE BIDDERS LIST.

USE OF FEDERAL FUNDS: If SBAC intends to utilize Federal funds to make purchases using the contract formed as a result of this IFB, then one or more of the paragraphs listed below (ref. Attachment A, General Conditions, Instructions to Bidders) will be checked. Paragraphs not checked below do not apply to this IFB.

- ☐ Paragraph 66 ☐ Paragraph 67 ☒ Paragraph 68 ☒ Paragraph 69 ☒ Paragraph 70 ☒ Paragraph 71 ☒ Paragraph 72 ☒ Paragraph 73
☒ Paragraph 74

ADDITIONAL INFORMATION REGARDING THE SCHOOL BOARD OF ALACHUA COUNTY, INCLUDING SCHOOL AND DEPARTMENT ADDRESSES AND THE CURRENT SCHOOL YEAR CALENDAR, IS LOCATED AT WWW.SBAC.EDU. THE PURCHASING DEPARTMENT'S HOME PAGE IS ALSO LOCATED ON THIS WEB SITE AND INCLUDES ALL CURRENT BID OPPORTUNITIES AND INFORMATION ON AWARDED CONTRACTS.

ATTACHMENT C
FORM OF PROPOSAL
IFB 24-13-
SUN SHADE STRUCTURES
& MISC. ACCESSORIES (CATALOG DISCOUNT)

(Duplicate page as needed for each proposed manufacturer/brand category)

Bidder (Company) Name: Shade Systems, Inc.

Bidder Instructions: Bidder shall input a discount percentage (%) amount, out to the tenths digit (0.0%), for one or more manufacturers and/or product offerings below. Discount offered shall be applicable to all payment methods.

Proposed Manufacturer (Print): Shade Systems, Inc.

Catalog Title: Shade Systems, Inc Volume #: 2021 Effective Dates: 2021 to present

Product Offering: List by proposed manufacturer: Shade Systems, Inc. - Fabric Tensioned Shade Structures

Discount: Bids shall be submitted in the form of a percentage (%) discount amount, out to the tenths digit (i.e., 58.5%), deducted (-) from current, unaltered, published Manufacturers' Suggested Retail Prices (MSRP). Indicate "All Products" if discount offered applies to all products in manufacturer catalog. Multiple discounts may also be offered in lieu of a single discount based on defined manufacturer product/brand categories. Shipping and/or installation would be quoted before an order is placed.

| # | Manufacturer/Product/Brand Category(s) | Discount (%) off MSRP/List Price |
|----|---|----------------------------------|
| 1. | All Products (See catalog and price lists included) | 20.0 % |
| 2. | Delivery method #1 (Materials only) | 20.0 % |
| 3. | Delivery method #2 (Installation included) | 20.0 % |
| 4. | Installation of products (Optional) | 20.0 % |
| 5. | | % |
| 6. | | % |

Is discount offered equal to or greater than that offered other school districts within the State of Florida of equal or greater size than District? ☒ Yes ☐ No

Does your firm represent proposed manufacturer product line on State of Florida Contract? ☒ Yes ☐ No

Quantity Discount: ☐ Not offered ☒ Offered on a quote basis at time of order or ☐ as follows:

| # | Price Range Price range is: <input type="checkbox"/> MSRP <input type="checkbox"/> Net of discount | Discount (%) off MSRP/List Price |
|----|---|----------------------------------|
| 1. | \$ — \$ | % |
| 2. | \$ — \$ | % |
| 3. | \$ — \$ | % |
| 4. | \$ — \$ | % |
| 5. | \$ — \$ | % |
| 6. | \$ — \$ | % |

Delivery shall normally be within 40 business days from receipt of order.

☐ Check (✓) if additional page(s) have been submitted as a supplement to this proposal form.

Bidder is advised prior to submission of Bid to check the Purchasing Department website for any Addenda that may have been issued.

Bidder shall acknowledge receipt and acceptance of any addenda issued in the spaces provided below.

(initial here)

(initial here)

ATTACHMENT C
FORM OF PROPOSAL
IFB 24-13
SUN SHADE STRUCTURES &
MISC. ACCESSORIES (CATALOG DISCOUNT)

Questionnaire: Bidder shall provide all information requested below, which shall serve as a basis for order processing and product pricing. Failure to indicate any exceptions shall be construed to mean acceptance of terms and conditions as specified in IFB. However, the inclusion of any additional terms and conditions not specifically allowed or otherwise found unacceptable may cause rejection of Bid. Should sufficient space not be provided to enable a complete response, Bidder may submit an attachment to Bid response.

Failure to provide all information as requested may result in disqualification of Bid.

Bidder (Company) Name: Shade Systems, Inc.

Business Operations

Bidder is a: ☒ Manufacturer ☐ Wholesale Distributor ☐ Retail Dealer

Is your business office staffed during regular business hours? ☒ Yes ☐ No Hours: 8:00 AM to 5:00 PM

Experience

Years in business under present name: 20 years

Years providing products/services within the State of Florida: 20 Years Alachua County: 20 Years

Has your firm ever done business with the District? ☒ Yes ☐ No

Does your firm currently have term contracts with any school districts within State of Florida? ☒ Yes ☐ No

If yes, list primary accounts: Volusia County School Board

Designated Account Representative

Name: Jeremy Purkis Title: Architectural Specialist

Phone #: 800-609-6066 Fax #: 352-237-2256

Email: jeremy@shadesystemsinc.com

Is Account Representative available to make on-site visits within District upon request? ☒ Yes ☐ No

Designated Account Representative (Inside Sales)

Name: Jeremy Purkis Title: Architectural Specialist

Phone #: 800-609-6066 Fax #: 352-237-2256

Email: jeremy@shadesystemsinc.com

Quotations

Requests for price quotations shall be sent to: ☒ Account Representative ☐ Account Representative (Inside)

☐ Other: _____

Facility (Service Dispatch/Warehouse)

Contact Name: Jeremy Purkis Title: Architectural Specialist

Address: 4150 SW 19th Street

City/State/Zip: Ocala, FL 34474

Phone #: 800-609-6066 Fax #: _____

Purchase Orders ☒ Check (✓) if same as "Facility"

Contact Name: same as above Title: _____

Address: _____

City/State/Zip: _____

Phone #: _____ Fax #: _____

Purchasing Card

Does your firm currently accept Visa™ Purchasing Card as form of payment? ☒ Yes ☐ No

Exceptions: _____

Ecommerce

Internet URL: shadesystemsinc.com

Check (✓) if available online: ☒ Product Catalog ☐ MSRP ☐ Discounted Prices as offered District

Can product orders be placed online? ☐ Yes ☒ No If yes, with ☐ P-Card ☐ Purchase Order

Exceptions: Orders can be placed via email as well.

Please include as an attachment to Bid response an explanation of your firm's on-line ordering process and requirements, including any procedures that apply to P-Card purchases.

Product/Pricing Information (Check (✓) as applicable)

Product Information shall be provided in the following format: ☒ Published Catalog(s) ☒ Descriptive Price List

☒ On-line Catalog Website ☒ Electronic Catalog ☐ Third Party (Mfg.) Catalog(s)

Alternate Product Catalog: ☐ Submitted with Bid response (See item 20 above)

MSRP shall be verified by accessing the following: ☒ Published Catalog(s) ☒ Descriptive Price List

☐ On-line Catalog Website ☐ Electronic Catalog ☐ Third Party (manufacturer) Catalog(s)

Delivery

Delivery shall normally be made by: ☐ Own vehicle ☒ Other: Common Carrier

Returned Item(s)

Product(s) may be returned within 0 business days of receipt of order.

Exceptions: Products are custom built, and are non-refundable.

Will a restocking fee be charged for returned product? ☐ Yes ☐ No

If yes, re-stocking fee is N/A % of total cost of product (≤ 20%).