

**DISTRICT BOARD OF TRUSTEES
PENSACOLA STATE COLLEGE, FLORIDA
1000 COLLEGE BOULEVARD
PENSACOLA, FL 32504-8998**

May 14, 2012

QUOTATION NO. P7 - 2011/2012

**REQUEST FOR QUOTATIONS ON
MAINTENANCE OF KITCHEN EQUIPMENT
FOR
PENSACOLA STATE COLLEGE**

Pensacola State College hereby extends an invitation to quote on **Maintenance of Kitchen Equipment for Pensacola State College**, as specified in this quotation request.

All terms and conditions, included hereafter, are part of this quotation request. Any quotation failing to comply with all of these terms and conditions may not be accepted. Rights are reserved to reject any and all quotations and to waive any and all technicalities.

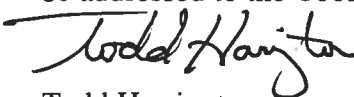
Directions for submitting quotations include the following:

1. All quotations must be mailed, faxed, or delivered to the attention of the Coordinator of Purchasing and Auxiliary Services, and be received in the Purchasing and Auxiliary Services Office, Pensacola State College, Building 7, Room 737, 1000 College Boulevard, Pensacola, Florida 32504-8998 (Fax No. 850-484-1839), no later than **4:00 P.M., local time, Thursday, May 31, 2012** and shall be clearly marked **“REQUEST FOR QUOTATION NO. P7-2011/2012 – MAINTENANCE OF KITCHEN EQUIPMENT.”**
2. Price, quality, specifications and time of guaranteed delivery will be determining factors in the awarding of this quotation.
3. All quotation prices shall be **F.O.B. PENSACOLA STATE COLLEGE, PENSACOLA, FLORIDA, FREIGHT PREPAID AND ALLOWED.**
4. All quotation prices will be considered firm until order is placed, unless otherwise indicated in the quotation response.
5. Quotations may be awarded or rejected at the discretion of Pensacola State College.
6. Unless otherwise indicated herein, when manufacturer's names, trade names, and/or catalog numbers are listed in a specification, they are provided for information and are not intended to limit competition. The bidder may offer any brand for which he/she is an authorized representative which meets or exceeds the specification(s) for any item(s). If equivalent products

are offered, the manufacturer's name and Model number shall be clearly indicated on the quotation form. Any item(s) offered as equivalent to that which is specified must be equivalent in quality of materials, workmanship, and effect and shall be corresponding in function and performance. Descriptive literature and/or complete specifications shall be included for any item(s) as approved equivalent(s). Quotations lacking any written indication of intent to quote an alternate product or brand will be considered to be in complete compliance with the specifications of the quotation form. Pensacola State College shall retain the right to determine the acceptability of any item(s) offered as equivalent to any item(s) specified.

7. **ALL QUOTATIONS SHALL BE SUBMITTED ON THE QUOTATION FORM, HEREIN INCLUDED, AND SHALL BE PROPERLY SIGNED BY AN AUTHORIZED REPRESENTATIVE OF THE FIRM OR ENTITY SUBMITTING THE QUOTATION, WITH DELIVERY OR COMPLETION DATE CLEARLY INDICATED, IN ORDER TO BE CONSIDERED. ATTACH ALL AMPLIFYING INSTRUCTIONS AND DOCUMENTS TO THIS QUOTATION FORM.**
8. In the event of an error in extending the total cost of any item, the unit price submitted will prevail.
9. In the event that you are unable to submit a quotation, written notification should be submitted to the Purchasing and Auxiliary Services Office, in order for your firm's name to remain on the mailing list.
10. The successful contractor shall provide appropriate insurance's as indicated hereafter:
 - (a) Valid Workmen's compensation insurance as required by Chapter 440, Florida Statutes;
 - (b) General public liability insurance against bodily injury, personal injury, and property damage, in limits of not less than \$100,000.00 per claimant; and \$200,000.00 per incident or occurrence. The District board of Trustees, Pensacola State College, shall be named as an additional insured on the contractor's general public liability insurance policy. Coverages shall include Comprehensive General Liability, Contractual Liability and Products and Completed Operations Liability;
 - (c) Automotive liability insurance against bodily injury and property damage, in at least the amounts of \$100,000.00 per claimant, and \$200,000.00 per occurrence;
 - (d) Certificates evidencing that all of the previously listed insurance is in force shall be forwarded to the Director of Purchasing and Auxiliary Services prior to any work beginning. The Certificate of General Public Liability insurance shall list the District Board of Trustees, Pensacola State College, as additional insured.

We look forward to your participation in submitting a bid for consideration. Any questions or concerns should be addressed to the Coordinator, Purchasing and Auxiliary Services at (850) 484-1781.



Todd Harrington
Coordinator of Purchasing
and Auxiliary Services

SCOPE

This quote is for a multiple year full service maintenance agreement for Kitchen equipment located in The Culinary Management department, Pensacola State College, Pensacola campus. The agreement will be renewable, upon mutual consent and approval by the Board of Trustees, on an annual basis, with the first term effective July 1, 2012 to June 30, 2013.

SPECIFICATIONS

1.00 General:

- 1.01 Quotes will be based on an annual fee, per piece of equipment. This bid and subsequent agreement does not cover accessories such as bowls, agitators, hooks, beaters nor does it cover supply items. No additional costs will be required by the successful bidder.
- 1.02 Service schedule: All equipment will be cleaned and inspected quarterly. Exhaust systems to be serviced monthly with belts being replaced at first sign of wear. Condensers on all refrigeration equipment shall be cleaned at time of inspection. All ovens shall be calibrated at time of inspection. All gas pilots adjusted and/or replaced at time of inspection.
- 1.03 Repairs will be performed as required by the College. Repair tickets must be signed by appropriate College personnel employed in the area for which repair services were provided.
- 1.04 Original Equipment Manufacturer (OEM) parts will be used, unless alternate parts are approved by the College. The cost of replacement parts will be the responsibility of the successful bidder and will be included in bid price.
- 1.05 There will be no restrictions due to age of machines and equipment, other than lack of availability of parts. Machines and equipment will be accepted for coverage on an "as is" basis, unless otherwise indicated by the bidder in the space provided, and agreed by the College.
- 1.06 Any repairs not covered by your bid will be clearly indicated in the space provided and will be limited to exclusions such as repairs necessitated by accident, fire, natural disasters, clearly evident abuse, or lack of available parts.
- 1.07 Maximum response time, per service call, including arrival of service personnel at the College Site, will be within one (1) working day or less. Response time for refrigeration equipment will be within 8 hrs. from the time that the initial call is placed to the service company. Actual service/repair may take place on site or at the vendor site, following equipment pick-up at the College.
- 1.08 The College will reserve the right to require that equipment repairs be completed within three (3) working days, unless otherwise mutually agreed to by the College and successful bidder.

- 1.09 The successful bidder will be responsible for providing a copy of work orders, parts replaced list on a quarterly basis to the College.
- 1.10 The College reserves the right to award, item-by-item, sections, or in whole, at the discretion of the College. The College reserves the right to cancel any agreement, resultant of this bid, upon thirty (30) days written notice.
- 1.11 Submit with bid minimum of three (3) references, for which your firm has provided kitchen equipment maintenance services over a significant period of time. References must include firm name, address, telephone number, a contact person, and effective time period of agreement for which services were provided. (See Page 6)
- 1.12 Submit with bid technicians profile data listing the training, certification and educational backgrounds of technician which will be utilized in servicing this agreement. The College reserves the right to consider reference data, and technician profile data, in addition to pricing and other information requested herein, in determining bid award(s). (See Page 7)
- 1.13 The initial term of the agreement will be from July 1, 2012 to June 30, 2013. The College reserves the right to terminate the agreement at the end of one (1) year period or to renew the contract for successive one (1) year periods, for a total of four (4) additional years at its option. Continuation each year is subject to receipt of adequate appropriations by the Florida Legislature and subject to continued need and satisfactory performance. Any price adjustment requests **must** be submitted in writing by April 1st of each fiscal year, to the Director of Purchasing and Auxiliary Services, in order to be considered for the following fiscal year. No price adjustment shall be greater than the Consumer Price Index (CPI).

MAINTENANCE OF KITCHEN EQUIPMENT

If any units are not to be accepted on an "as is" basis, please explain conditions for acceptance under the proposed agreement and list any additional costs which may be involved, in space provided below:

Repairs not covered under this bid, to be limited to exclusions such as repairs necessitated by accident, fire, natural disasters, clearly evident abuse, or lack of available parts:

BIDDER RESPONSE

REFERENCES

1. _____
FIRM /CONTACT PERSON

COMPLETE ADDRESS/CITY, STATE & ZIP CODE

DATE OF LAST SERVICE PROVIDED /TELEPHONENUMBER

2. _____
FIRM /CONTACT PERSON

COMPLETE ADDRESS/CITY, STATE & ZIP CODE

DATE OF LAST SERVICE PROVIDED /TELEPHONENUMBER

3. _____
FIRM /CONTACT PERSON

COMPLETE ADDRESS/CITY, STATE & ZIP CODE

DATE OF LAST SERVICE PROVIDED /TELEPHONENUMBER

BIDDER RESPONSES - CONTINUED

TECHNICIAN PROFILE SHEET

If additional space is required, please reproduce this page, and enclose with completed responses, for each technician.

Number of qualified Technicians: _____

*Technician(s) Profile(s):

1. Name: _____

2. Title: _____

3. Educational Level: _____

4. Specific service training relative to the specific materials, equipment and installation for which a bid, as specified herein, is submitted:

5. Number of years experience with current employer (bidder) as service technician:

6. Total number of years experience as service technician, involving service to audiovisual equipment of the varieties included herein:

PRICING SECTION

ITEM	QTY./UNIT	DESCRIPTION/SPECIFICATIONS	YEARLY PRICE
1	1 Each	Rational Steamer Model #CCD61 S/N C61D94055047 PJC decal #38452	_____
2	1 Each	Southbend Charbroiler Model #SCB-36 S/N #95A928010 PJC decal #38453	_____
3	1 Each	American Range Deep Fryer Model #AF-75 S/N 2080211-095 PJC decal #48623	_____
4	1 Each	Southbend 10 burner Stove Model #320 F S/N 95D96093 PJC decal #38451	_____
5	1 Each	Lakeside Plate Warmer Model #6212 can't locate a serial number PJC decal #47253	_____
6	1 Each	Imperial 1 burner Stove Model 18 W S/N 0729295 PJC decal #38455	_____
7	1 Each	Chromolox Steam Table S/N AR2153	_____
8	1 Each	Beverageaire 2 Door Cooler Model WTR 48 S/N #3302468 PJC decal #38458	_____

ITEM	QTY./UNIT	DESCRIPTION/SPECIFICATIONS	YEARLY TOTAL
9	1 Each	Southbend Convection Oven Model #FS-205C S/N # 95D96097R-2 PJC decal #38462	_____
10	1 Each	Southbend 6 Burner Stove Model ES 20SC S/N 95A92602 PJC decal #38446	_____
11	1 Each	Southbend 6 Burner Stove Model #ES 20SC S/N 95A92603 PJC decal #38461	_____
12	1 Each	Greon Tilt Kettle Model #CHFP/1-3 S/N 415 M6 PJC decal #21596	_____
13	1 Each	Beverageaire 1 Door Freezer Model #UCF 27 S/N 3301022 PJC decal #38448	_____
14	1 Each	Beverageaire 2 Door Cooler Model #E Series S/N 2308603 PJC decal #38444	_____
15	1 Each	Walk-In Cooler/Freezer KOLPAK PJC decal #43832	_____
16	1 Each	Berkel Vacuum Machine Model #350 S/N 9340 PJC decal #49185	_____
17	1 Each	Vulcan 6 Burner Stove Model #VG36 S/N 481204690 PJC decal – none	_____

ITEM	QTY./UNIT	DESCRIPTION/SPECIFICATIONS	YEARLY TOTAL
18	1 Each	American Range 6 Burner Stove Model #AR-6 S/N 30501-74 PJC decal #45627	_____
19	1 Lot	Moffat Convection Ovens Turbo fan 32 Model #E32MS S/N 253996 and 253484 PJC decal #45416 (both)	_____
20	1 each	American Range 1 Burner Stove Model #ARSP-18 S/N 30318-43 PJC decal – none	_____
21	1 each	Champion Dishwasher Model #44KB S/N R3016 PJC decal 45486	_____
22	1 Each	Hatco Booster Model #C-50 S/N 9458500322 PJC decal #45487	_____
23	1 each	American Panel Blast Chiller Model #AP3BCF30-1 S/N 0511-100665 PJC decal # 51448	_____
24	1 each	True Cooler/freezer Model # T-23DT S/N 6995807 PJC decal # 51380	_____
25	1 each	True Cooler/freezer Model # T-23DT S/N 7307031 PSC decal # 53665	_____

26 1 each Scotsman Ice machine
Model # C0330SA1B
S/N 10091320014578
PJC decal # 51434 _____

27 1 Lot Hood Maintenance
(As required by Health Department) _____

TOTAL YEARLY PRICE _____

QUOTE SUBMITTED BY

FEDERAL TAX NUMBER: _____

COMPANY: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

TYPED OR PRINTED NAME OF REPRESENTATIVE: _____

SIGNATURE OF REPRESENTATIVE: _____

EMAIL: _____ FAX: _____

DATE: _____

ACKNOWLEDGMENT OF ADDENDUM/S: _____