

Solicitation No.:	RFP 17-022KB
Description:	<p>Band and Orchestra Instrument Repair and Related Items:</p> <p><u>Recommendation</u></p> <p>The Administration is seeking Board approval for the procurement of band and orchestra instrument repair and related items.</p> <p><u>Background</u></p> <p>This proposal requested repair pricing, as well as a discount off related items and services, for a variety of instruments. Common repair services include, but are not limited to, dent removal, chemical cleaning, string bow repair, piano tuning, etc. District band and orchestra teachers participated in the evaluation process of the proposals received and a multiple vendor award is recommended.</p> <p>The 2015-16 expenditures were \$214,155. Expenditures for 2016-17 will not exceed \$300,000 and are included in the budget.</p>
Requested By:	Steve Bassett, Chief Financial Officer
Vendor:	<p>Collins Music Center Fleming Instrument Repair Forshey Piano Company Fort Bend Music Center Ivey Piano Service Lisle Violin Shop Music & Arts Center Universal Melody Services</p>
Budget Sources:	General Funds, Activity Funds
Amount:	\$300,000
Other Supporting Information	
Number of vendors contacted by Purchasing:	10
Number of vendors contacted by FBISD Notification System:	455
Number of vendors downloaded the solicitation:	98
Number of responses received:	10
Number of "no bid" responses received:	4
Length of commitment:	Annual contract with four (4) renewal options
Last solicitation date:	January 7, 2013
Supporting documents:	Tabulation and Rubric
Disclosure under Board Policy CH, CV, or DBD (Local):	None

Vendor	Purchase Price (10 pts. Max)	Reputation of Vendor's Goods and Services (5 pts. Max)	Quality of Vendors Goods and Services (15 pts. Max)	Extent to which the Goods and Services Meet the Needs of the District (35 pts. Max)	Vendors Past Relationship with the District (5 pts. Max)	Long Term Cost to the District (10 pts. Max)	Vendor's principal place of business is in the state of Texas or employs 500 people in state of Texas (5 pts. Max)	Ability to Service District with Staff and Insurance (5 pts. Max)	Standard Form of Agreement (10 pts. Max)	Proposer's Total Score (100 pts. Max)	Proposer's Ranking
Lisle Violin Shop	5	5	15	35	5	8	5	5	10	93	1
Fleming Instrument Repair	5	5	15	35	5	6	5	5	10	91	2
Collins Music Center	10	2	15	30	5	7	5	5	10	89	3
Ivey Piano Service	5	0	15	35	5	9	5	5	10	89	3
Fort Bend Music Center	5	5	15	30	5	6	5	5	10	86	4
Forshey Piano Company	5	3	15	30	5	8	5	5	10	86	4
Music & Arts Center	5	4	11	25	5	5	0	5	10	70	5
Universal Melody Service	5	3	11	17	5	8	5	5	10	69	6
Carolyn Nussbaum Music Company	5	1	15	5	1	5	5	5	10	52	7
Midwest Musical Imports	5	3	10	5	1	5	0	5	10	44	8

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Evaluation criteria: Proposal shall be evaluated using the evaluation criteria listed below. Fort Bend ISD reserves the right to award contract as best meets the District's needs such as per section, groups, or all.

	Evaluation Criteria	Point System
1	Purchase price Offer a fair reasonable price for items to be procured by Fort Bend ISD.	10 points
2	Reputation of the vendor and of the vendor's goods or services Proposer should have a solid reputation with other ISD's, Government or Collegiate entities that shows a high level of customer service and a high level of quality of good or services. References will be contacted via e-mail	5 points
3	Quality of the vendor's goods or services Vendor's products should be new and be of the highest quality with an option to substitute.	15 points
4	Extent to which the goods or services meet the district's needs or specifications	35 points
5	Vendor's past relationship with the district	5 points
6	The long-term cost to the district to acquire the vendor's goods or services	10 points
7	Vendor's principal place of business is in the state of Texas or employs 500 people in the state of Texas	5 points
8	Ability to service our accounts with proper staff and insurance requirements Each vendor should identify their process for returns, exchanges, and provide more information about local or account representative.	5 points
9	Extent to which the vendor agrees to our Standard Form of Agreement embedded herein as Appendix A. By signing the Agreement, you assent to the Terms and Conditions of Fort Bend ISD (10 pts.)	10 points
10	The impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses.	0 points
	TOTAL	100 points