

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: FURNITURE – EDUCATIONAL & INSTITUTIONAL (CATALOG DISCOUNT)		BID NO.	16-48
DELIVERY F.O.B. DESTINATION: All District Schools, Centers, and Departments		ISSUE DATE:	June 02, 2016
BID DUE DATE AND TIME: June 23, 2016, at 3:00:00 p.m. (EDST) ⌚		PURCHASING DEPARTMENT PHONE/FAX # (352) 955-7582 / (844) 269-9018	
		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: Wenger Corporation

SIGNATURE OF OWNER OR AUTHORIZED OFFICER/AGENT: *Cathy Hermel*
Cathy Hermel

TYPED TITLE: Sales Representative

BIDDER MAILING ADDRESS: 555 Park Drive Owatonna, MN 55060

AREA CODE/PHONE #: 800-733-0393 ext 8646	FAX #: 507-455-4258
BIDDER EMAIL ADDRESS: cathy.hermel@wengercorp.com	BIDDER WEB ADDRESS: www.wengercorp.com
DATE: 6-28-2016	EIN/FEDERAL TAX ID#: 41-0759858

PURCHASING CARDS: Not Applicable to this IFB Applicable to this IFB

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.

Bidder does not accept the above condition.

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 (352) 955-7486. INCLUDE THE COMPANY INFORMATION REQUESTED ABOVE. FAILURE TO SUBMIT THIS FORM MAY RESULT IN BIDDER'S REMOVAL FROM SBAC'S ACTIVE BIDDERS LIST.

SERVICES: If the services described in this IFB are customarily provided by SBAC or which SBAC is in the business of performing, and, instead, Bidder will provide these services, then the paragraph listed below (ref. Attachment A, General Conditions, Instructions to Bidders) will be checked.

Paragraph 64

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 65 Paragraph 66 Paragraph 67

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 OPPORTUNITES AND INFORMATION ON AWARDED CONTRACTS.

FORM OF PROPOSAL
 IFB 16-48
 FURNITURE – EDUCATIONAL &
 INSTITUTIONAL (CATALOG DISCOUNT)
 (Duplicate page as needed for each proposed manufacturer)

Bidder (Company) Name: Wenger Corporation

Bidder Instructions: Reference Appendix “A” for a listing of approved manufacturer product lines. The District shall also allow and consider the proposal of a limited number of alternate manufacturer product lines meeting established criteria (Reference Attachment B, “19. Product”).

Proposed Manufacturer (Print): Wenger Corporation

Catalog Title: _____ Volume #: _____ Effective Dates: _____

Product Offering: Check (✓) the primary categories of furniture offered by proposed manufacturer:

Office: desks seating file cabinet storage conference table computer Lobby/lounge Library

Classroom: student desks/seating teacher desks/seating activity table storage bookcase file cabinet

Robotics lab Science lab Computer lab Early Childhood **Cafeteria:** booths tables chairs/stools

Stage/riser Music Auditorium seating Media Audio/Visual Healthcare Folding table/chair Outdoor

Other: _____

Discount: Bids shall be submitted for each defined delivery method 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.

#	Manufacturer Product/Brand Category(s)	Delivered, Non-installed	Inside Delivery, Non-installed	Delivered, Installed
1.	All products 5%	N/A %	N/A %	N/A %
2.		%	%	%
3.		%	%	%

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	Delivered, Non-installed	Inside Delivery Non-installed	Delivered, Installed
1.	\$ — \$	%	%	%
2.	\$ — \$	%	%	%
3.	\$ — \$	%	%	%
4.	\$ — \$	%	%	%

Delivery shall normally be within 30-45 business days from receipt of order.

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Delivery with or without installation is calculated on a quote by quote basis. It is based on weight and product mix. Call our factory to have the appropriate delivery charges quoted. Wenger quotes actual freight amounts, we are not able to discount freight and installation.

ATTACHMENT C
FORM OF PROPOSAL
IFB 16-48
FURNITURE – EDUCATIONAL &
INSTITUTIONAL (CATALOG DISCOUNT)

Bidder Instructions: Bidder shall provide all information as 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: Wenger Corporation

Business Operations

Bidder is a: Manufacturer Wholesale Distributor Retail Dealer

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

Experience

Years in business under present name: 70

Years providing products/services within the State of Florida: 70 Alachua County: _____

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

List names of primary school district contracts: _____

Designated Account Representative

Name: Cathy Hermel Title: Sales Representative

Phone #: 800-733-0393 ext. 8646 Fax #: 507-455-4258

Email: cathy.hermel@wengercorp.com

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

Designated Account Representative (Inside Sales)

Name: Cathy Hermel Title: Sales Representative

Phone #: 800-733-0393 ext. 8646 Fax #: 507-455-4258

Email: cathy.hermel@wengercorp.com

Quotations

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

Other: _____

Facility (Service Dispatch/Warehouse)

Contact Name: Cathy Schieffer Hermel CW 6/28/16 Title: Sales Representative

Address: 555 Park Drive

City/State/Zip: Owatonna, MN 55060

Phone #: 800-733-0393 ext. 8646 Fax #: 507-455-4258

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

Contact Name: _____ 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: www.wengercorp.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: Discounts cannot be applied online. Call for discount pricing.

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)

Product Catalog: Submitted with Bid response Submitted under separate mailing Not submitted

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: _____

Returned Item(s)

Product(s) may be returned within 180 business days of receipt of order.

Exceptions: _____

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

If yes, re-stocking fee is _____ % of total cost of product (≤ 20%). Call Wenger Customer Service Dept. for restock fees and return freight charges at 800-887-7145.

Wenger® Product Warranties

(Effective for products shipped January 1, 2012 and thereafter)

WARRANTY

The following warranty is offered by Wenger Corporation to you, the initial purchaser, and is valid for as long as you own the product. This Warranty runs from the date of shipment and warrants that your Wenger product will be free of defects in material or craftsmanship during the warranty period. Our warranty assures you of, at the discretion of our Customer Service Department, either a full refund, or the repair or replacement of the defective product without charge. Just call a Customer Service Representative at 1-800-887-7145 and state the reason you are dissatisfied. If return of a product is necessary, your representative will issue a return authorization. This Warranty is your sole and exclusive remedy for any claim against Wenger related to your purchase, use, or ownership of a Wenger product.

This Warranty does not apply to damage caused by common carrier, misuse or abuse, alterations to products not expressly authorized by Wenger, nor to components considered to be of a consumables nature such as bulbs, batteries, etc.

Wenger does not warranty the matching of color, grain, or texture except to within commercially acceptable standards.

WENGER MAKES NO OTHER WARRANTY, EXPRESS OR IMPLIED, EXCEPT AS IS SPECIFICALLY SET FORTH IN THIS DOCUMENT. WENGER EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES, INCLUDING, BUT NOT LIMITED TO IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. IN ADDITION, WENGER SHALL NOT BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL, OR PUNITIVE DAMAGES OR FOR LOST PROFITS ARISING OUT OF THE ALLEGED DEFECT OR FAILURE OF WENGER'S PRODUCTS. WENGER'S LIABILITY SHALL IN ALL CIRCUMSTANCES BE LIMITED TO THE MAXIMUM AMOUNT THAT WAS PAID FOR THE PRODUCT BY THE ORIGINAL OWNER.

Wenger reserves the right to make product changes without obligation to incorporate such changes into products previously sold. Some states do not allow the exclusion or limitation of damages or warranties, so the above may not apply to you. This Warranty gives you specific legal rights. You may also have other rights, which vary from state to state.

Surety Bond, if part of the sale of equipment to which this warranty is provided, applies only to the first twelve (12) months of warranty for such equipment, and not to any other warranties made by Wenger. The remainder of the warranty is covered by Wenger Corporation.

PRODUCTS	WARRANTY
Music Notation Board	50 Years
Porcelain Steel Markerboards	50 Years
Rubber Tackboard	20 Years
Signature® Risers and Accessories	15 Years
Tourmaster® Risers and Accessories	15 Years
AcousticCabinets® Storage Cabinets	10 Years
Bookcases	10 Years
Class Piano Workstation	10 Years
Edge™ Storage System	10 Years
Folio Cabinets	10 Years
footNOTES® Music Rug	10 Years
GearBoss® Shelving	10 Years
Music Lab & Expanded Music Lab Workstations	10 Years
Music Library System	10 Years
Music Sorting Rack	10 Years
ORFFgarage®	10 Years
Percussion Workstations	10 Years
Poster/Teaching Storage Cabinet	10 Years
Robe and Uniform Cabinets	10 Years
Small Instrument Storage Cabinet	10 Years
Stereo Cabinet	10 Years
Stereo Workstation	10 Years
Teamroom Lockers (Customizable Wood and AirPro™)	10 Years
UltraStor™ Storage Cabinets	10 Years
Value Tackboard	10 Years
Vinyl Tackboard	10 Years
Wardrobe Cabinet	10 Years
Acoustic Shield	5 Years
Acoustical Panel System	5 Years
Acoustical Shells (Diva®, Forte®, Legacy®, Travelmaster™)	5 Years
Cello Chair	5 Years
Chair Move & Store Carts	5 Years
Conductor's Equipment (Conductor's Chair, Conductor's Podium, Director's Stand, Flex® Conductor's System, Note® Conductor's Chair, Folding Conductor's Podium, Preface® Conductor's Stand)	5 Years
Cymbal Stand	5 Years
Director's Stand	5 Years
Drapery Closures and Backdrops	5 Years
Ensemble Stool	5 Years
Fixed Audience Seating (100 and 200 Series)	5 Years
flipFORMS®	5 Years
GearBoss® and GearBoss® II Products	5 Years
High-Density Portable Audience Chairs by Clarin®	5 Years
Inflatable Acoustical Shell	5 Years
lessonWORKS®	5 Years
Makeup Stations (Studio®, Backstage®)	5 Years
Music Posture Chairs (ConBRIO®, Note®, Musician, Student, Symphony)	5 Years
Music Posture Chair Accessories (Book/Music Storage Rack, Folding Tablet Arm, Sousaphone Holder, Tuba Rest)	5 Years
Music Stand Move & Store Carts	5 Years
Music Stands (Bravo™, Classic 50®, Gig Stand®, Preface®, RoughNeck®)	5 Years
OnBoard® Transport Carts & Podiums	5 Years
ORFFmobile®	5 Years
Portable Audience Chair (Standard and Premier)	5 Years
Pre-Engineered Acoustical Doors	5 Years
Rack 'n Roll® Garment Racks	5 Years
Rehearsal Resource Center	5 Years
Roll-a-Deck®	5 Years
Showmaster® Staging	5 Years
Showmobile® Mobile Stage and Canopy	5 Years
SoundLok® Sound Isolation Rooms (includes VAE® Technology)	5 Years
Sousaphone Chair	5 Years
Stage Boxes	5 Years
Stagehand® Staging	5 Years
Stagemobile® Mobile Stage	5 Years
StageTek™ Staging System	5 Years
Staging and Seated Riser Accessories	5 Years
Strata® Staging/Orchestra Pitfiller/Tentfloor	5 Years
String Bassist/Percussionist Chair	5 Years
Stringed Instrument Racks (Cello, Guitar, String Bass, Tube/Sousaphone, Violin/Viola)	5 Years
Studio VAE™ Technology	5 Years
teacherTAXi® Cart	5 Years
Trouper® Staging/Risers and Accessories	5 Years
Tuba & Sousaphone Mobile Storage Racks, and Wall Brackets	5 Years
Tuba Tamer™	5 Years
Tunable Acoustic Panels	5 Years
Upper Deck Audience Seating® Tiered Risers	5 Years
Versalite® Staging/Risers/Orchestra Pitfiller and Accessories	5 Years
Vision® Staging	5 Years
Adjustable Lumbar Pad for Symphony Chair	1 Year
Makeup Station Accessories	1 Year
Music Stand Lights (Electric and LED)	1 Year
Piano Accessories (Benches, Dollies, Trucks, Covers)	1 Year
Platinum Reversible Board	1 Year
Rack 'n Roll® Garment Racks Accessories	1 Year