

SHELBY COUNTY GOVERNMENT
PURCHASING DEPARTMENT
160 NORTH MAIN, ROOM 900
MEMPHIS, TN 38103
222-2250

TO: CLIFTON DAVIS
PURCHASING DEPARTMENT

FROM: ROBERT BRENNER
PURCHASING DEPARTMENT 

DATE: April 27, 2016

RE: APPROVED RECOMMENDATION SHEET (FINAL APPROVAL OF
AWARD BY BOARD OF COMMISSIONERS REQUIRED)

Attached is a copy of the approved recommendation sheets for award of the Sealed Bid referenced below:

REFERENCE: BID NO.: SEALED BID NUMBER I000383 (MC 513)
DUE DATE: APRIL 27, 2016
DESCRIPTION: 2016 DISPOSABLE PAPER AND PLASTIC

It is necessary that the award of this bid receive approval by the Board of Commissioners before issuance of a purchase order or the signing of a contract by the County.

Please prepare the commission packet including the applicable contract documents, bonds, certificate of insurance, etc. and return the complete packet to Bernita Poole in the Contract Section of the Purchasing Department for further routing.

Your contract, if required, should include or incorporate the Bid Specification. If there are fund sources other than County General Funds or CIP which partially or wholly fund this contract (e.g. State or Federal), it is mandatory that all restrictions or requirements which attach to these funds be included in your contract.

Also, if bid specifications include multiple renewal periods please include renewals in your resolution and contract.

By way of this memo, we are notifying the Office of E.O.C. Information (Contract Compliance Status Reports, etc.) required for inclusion in the commission packet to my attention in Purchasing. Upon receipt I will forward it to the Contract Administration Section for further processing.

Attachments

cc: Carolyn Watkins, Admin., E.O.C. Office
Sealed Bid File

CF

SHELBY COUNTY PURCHASING DEPARTMENT
 SEALED BID RECOMMENDATION SHEET
 SEALED BID NO: I000383 (MC# 513) DATE DUE: 04/22/2016

TITLE OR DESCRIPTION OF BID			DISPOSABLE PAPER & PLASTIC	DESCRIPTION	NO.
YES	NO	REQUIREMENTS			
X	X	CIP PROJECT		/TOTAL NUMBER RFB SENT OUT	\ 14 \
X	X	BOARD OF COMMISSION APPROVAL		/TOTAL NUMBER BIDS RECEIVED	\ 4 \
	X	CONTRACT	DEPARTMENT(S)	/NUMBER OF RESPONSES UNOPENED	\ 0 \
	X	SURETY (BONDS, ETC.)	CONTACT(S)	(NO E.O.C. CERTIFICATION)	
X		CERTIFICATE OF INSURANCE	VARIOUS		
X		E.O.C.REPORTS ATTACHED AND	CLIFTON DAVIS		
X		CERTIFIED BY ADMINISTRATOR			
X		COPY TO DEPARTMENT			
X		COPY TO DIVISION DIRECTOR			
X		COPY TO E.O.C.			

Vendor

Bid Price

***Housekeepers Supply**

\$274,251.70

Line Item #'s: 1,3,4,5,10,17,22,30,31,32,43

***American Paper & Twine Company**

\$ 73,286.69

Line Item #'s: 2,7,9,11,12,13,14,16,18,21,23,26,
27,29,33,36,38,39

***Action Chemical, Inc.**

\$ 55,762.52

Line Item #'s: 6,8,15,19,20,24,25,28,34,35,37,40,41,42

Staples Advantage (NO AWARDS)

-0-

***BID AWARD BY LINE ITEM**

EOC Numbers:

Housekeepers Supply – EOC-V-0517-25465

American Paper and Twine – EOC-V-0417-25288

Action Chemical, Inc. – LOSB –V-0616-24393

Staples Advantage – EOC-V-0718-26225

SHELBY COUNTY PURCHASING DEPARTMENT
SEALED BID RECOMMENDATION SHEET
SEALED BID NO: I000383 (MC# 513) DATE DUE: 04/22/2016

RECOMMENDATION: ON THE BASIS OF THE MOST RESPONSIVE BID RECEIVED FOR EACH ITEM AND WITH THE CONCURRENCE OF THE USING DEPARTMENTS, I HEREBY RECOMMEND THE AWARD OF THIS BID TO **HOUSEKEEPERS SUPPLY, AMERICAN PAPER & TWINE COMPANY, AND ACTION CHEMICAL, INC.** for the items as listed above.

TOTAL ESTIMATED AMOUNT RECOMMENDED FOR AWARD IS **\$403,300.91**

Notes: FOR A DETAILED LIST OF BID ITEMS WITH EACH VENDOR'S PRICE, SEE ATTACHED TABULATION SHEETS.

AWARD PERIOD IS FOR JULY 1, 2016 THROUGH JUNE 30, 2017. QUANTITIES INDICATED ARE ONLY ESTIMATES. THERE SHALL BE ABSOLUTELY NO GUARANTEED ORDER QUANTITIES AND/OR DOLLAR AMOUNTS TO BE PURCHASED AGAINST THIS BID. UNIT PRICES QUOTED SHALL BE GUARANTEED FIRM FOR THE PERIOD OF JULY 1, 2016 THROUGH JUNE 30, 2017. UNIT PRICE INCREASES/DECREASES WILL BE SUBJECT TO MANUFACTURER'S PRICE INCREASES/DECREASES ONLY FOR THE ADDITIONAL RENEWAL PERIODS.

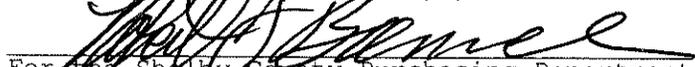
THE BID CONTAINS OPTIONS TO RENEW FOR TWO (2) ADDITIONAL TWELVE (12) MONTH PERIODS OF JULY 1, 2017 TO JUNE 30, 2018, AND JULY 1, 2018 TO JUNE 30, 2019.

THIS AWARD REQUIRES BOARD OF COMMISSION APPROVAL


Robert E. Brenner, Buyer / Date 4/22/16

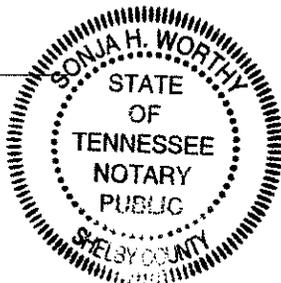

Clifton Davis, Administrator of Purchasing / Date 4/28/16

I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF THAT BID I000383 DATED 04/22/2016 IS IN COMPLIANCE WITH PROCEDURES AS STATED IN THE SHELBY COUNTY COMMISSION RESOLUTION NO. 50 ON PURCHASING DEPARTMENT POLICY DATED 2/4/80.


For the Shelby County Purchasing Department

DATE SWORN TO AND SUBSCRIBED BEFORE ME AT MEMPHIS, TENNESSEE ON THIS 28th DAY OF April 2016


Notary Public



**My Commission Expires:
October 30, 2016**

My Commission Expires _____

Award Worksheet (Compliant)

Purchasing Entity: Shelby County Government

Bid ID: 513

Description: Disposable Paper & Plastics (SBI000383)

Category: 640-00

Line	Description	Purchase Unit	Vendor	Item Manufacture & Part Number	Product Number	Quantity	Bid Price	Total Price	Quoted as as Spec'd
6	Caps, Surgical, Green, Disposable	1 - 500.0000 Count Case	Action Chemical, Inc.	Cordova Glove	BC19G/5	136	\$10.12	\$1,376.32	Yes
8	Cups, 4 oz. Souffle Cups	1 - 2500.0000 Each Case	Action Chemical, Inc.	Fabri-Kal	FABPC400	7	\$47.06	\$329.42	Yes
15	Cups, cold drink, 16 oz., translucent plastic, Dart Conex 16TN "or equal"	1 - 1000.0000 Each Case	Action Chemical, Inc.	Boardwalk	WKTRANSUP16C	118	\$39.13	\$4,617.34	Yes
19	Mats, Place, Paper, White, 10-1/4" X 14"	1 - 1000.0000 Each Case	Action Chemical, Inc.	Hoffmaster	HFM601SE1014	1	\$17.33	\$17.33	Yes
20	Napkins, Lunch, White, 13" X 13-1/2", 1/4" fold,	1 - 6000.0000 Each Case	Action Chemical, Inc.	Morcon	MOR1250	425	\$25.12	\$10,676.00	Yes
24	Plates, Styrofoam, plastic coated, 6" bread & butter	1 - 1000.0000 Each Case	Action Chemical, Inc.	Genpak	GNP80600	17	\$17.71	\$301.07	Yes
25	Sporks, plastic, 5"	1 - 1000.0000 Each Case	Action Chemical, Inc.	Genpak	GENPPSPK	140	\$6.69	\$936.60	Yes
28	Tissue, Toilet, 2 ply, 3.6" W" x 1000' roll, 2-ply tissue 9" JRT Jr. "or equal"	1 - 12.0000 Count Case	Action Chemical, Inc.	General Supply	GENJRT1000	887	\$19.72	\$17,491.64	Yes
34	Towel, Brown, rolled, 7-7/8" x 400'	1 - 12.0000 Count Case	Action Chemical, Inc.	Morcon	MORR12350	560	\$15.35	\$8,596.00	Yes
35	Towel, Brown, Rolled, 8" x 800'	1 - 6.0000 Count Case	Action Chemical, Inc.	Morcon	MORR6800	50	\$16.67	\$833.50	Yes
37	Towels, Centerpull, White, 2-ply, sheet size - 8.3" x 15", 660' roll	1 - 6.0000 Each Case	Action Chemical, Inc.	Boardwalk	BWK410322	42	\$19.84	\$833.28	Yes
40	Utensils, Plastic, White, Medium Weight, Forks, size 6-14" L	1 - 1000.0000 Count Case	Action Chemical, Inc.	Genpak	GENPPFK	225	\$6.69	\$1,505.25	Yes
41	Utensils, Plastic, White, Medium Weight, Spoons, , 5-7/8" L	1 - 1000.0000 Count Case	Action Chemical, Inc.	Genpak	GENPPPTS	1,157	\$6.69	\$7,740.33	Yes
42	Utensils, Plastic, White, Medium Weight, Knives, 6" L	1 - 1000.0000 Count Case	Action Chemical, Inc.	Genpak	GENPPKN	76	\$6.69	\$508.44	Yes
								\$55,762.52	
2	Bags, Grocery, 10lb.,	1 - 500.0000 Each Bundle	American Paper & Twine Company	Duro - 10 lb	123802	80	\$11.30	\$904.00	Yes
7	Container, Foam, 3 compartment. hinged lid, 8-3/8" x 7-7/8" x 3-1/4"	1 - 200.0000 Count Case	American Paper & Twine Company	Dart	440150	1,350	\$15.70	\$21,195.00	Yes
9	Cup Lids, Plastic for the 4 oz. Cups	1 - 2500.0000 Each Case	American Paper & Twine Company	Dart Solo - PL4N	037441	2	\$29.77	\$59.54	Yes
11	Cups, Styrofoam, 6 oz.	1 - 1000.0000 Each Case	American Paper & Twine Company	Dart - 6J6	264002	12	\$15.76	\$189.12	Yes
12	Cups, Styrofoam, 8 oz.	1 - 1000.0000 Each Case	American Paper & Twine Company	Convermex - 8B8	264538	139	\$17.50	\$2,432.50	Yes
13	Cups, Styrofoam, 10 oz.	1 - 1000.0000 Each Case	American Paper & Twine Company	Convermex - 10B10	049604	1,461	\$20.09	\$29,351.49	Yes
14	Cups, Styrofoam, 16 oz.	1 - 500.0000 Each Case	American Paper & Twine Company	Convermex - 16B16	265525	184	\$17.39	\$3,199.76	Yes
16	Dispenser, Dual Roll, to fit item 27 Rolls	1 - 1.0000 Each Case	American Paper & Twine Company	Von Drehle - 3253	049959	43	\$11.98	\$515.14	Yes
18	Lids for 6 oz. foam cups	1 - 1000.0000 Each Case	American Paper & Twine Company	Dart - 6JL	264200	1	\$11.38	\$11.38	Yes
21	Napkins, Sanitary, Fold, Beltless, Full Max Pad, One box per Dispenser, "or equal" , #8	1 - 250.0000 Each Case	American Paper & Twine Company	Hospeco - 248-#8	320513	2	\$32.94	\$65.88	Yes
23	Plates, Styrofoam, plastic coated, 9" diner round, 3 compartments	1 - 500.0000 Each Case	American Paper & Twine Company	Pactiv - OTH100110000	046600	837	\$14.14	\$11,835.18	Yes
26	Tissue, Facial, 2 ply, White, 8-1/2" x 8-1/4", 100 2ply tissues per box	1 - 30.0000 Count Case	American Paper & Twine Company	Georgia Pacific - 474-10	324400	37	\$14.45	\$534.65	Yes
27	Tissue, Bath, Interfold, 4" X 5" , 400 2-ply sheets per pkg.	1 - 60.0000 Count Case	American Paper & Twine Company	Georgia Pacific - 101	046351	2	\$70.00	\$140.00	Yes
29	Tissue, Toilet, 2-Ply, 4" x 2000' , 12" rolls, JRT	1 - 6.0000 Each Case	American Paper & Twine Company	Von Drehle - 2212	452001	5	\$25.18	\$125.90	Yes
33	Towels, Tork, Rolled, 8" x 700'	1 - 6.0000 Count Case	American Paper & Twine Company	SCA - 290088	044500	50	\$39.80	\$1,990.00	Yes
36	Towels, Brawny, Professional, #25003 , "or equal", 13-1/2" x 23"	1 - 120.0000 Count Box	American Paper & Twine Company	Brawny - 2929003	473714	5	\$50.00	\$250.00	Yes
38	Toothpicks, round, unwrapped, 800 per box	1 - 800.0000 Count Box	American Paper & Twine Company	Rofson	828400	2	\$1.45	\$2.90	Yes
39	Trays, 5 compartment, styrofoam, no lid, 10.4" x 8.4" x 1.25"	1 - 500.0000 Each Case	American Paper & Twine Company	Pactiv - YTH10500SGBX	047547	25	\$19.37	\$484.25	Yes
								\$73,286.69	
1	Bags, Sandwich, clear plastic, with flip & lid	1 - 2000.0000 Each Case	Housekeepers Supply	IBS	#PB675675	966	\$7.35	\$7,100.10	Yes
3	Bags, Grocery, 57 Lb.,	1 - 500.0000 Each Bundle	Housekeepers Supply	DURO	#BB1/6	87	\$31.44	\$2,735.28	Yes
4	Bowls, 12 oz., White laminated foam paper with lip	1 - 1000.0000 Each Case	Housekeepers Supply	PACTIV	#SB12	58	\$16.91	\$980.78	Yes
5	Bowls, 4-5 oz. White laminated foam paper, with lip	1 - 1000.0000 Each Case	Housekeepers Supply	GENPAK	#SB5	41	\$16.70	\$684.70	Yes
10	Cups, Rolled Rim Cone, 4.5 oz.	1 - 5000.0000 Each Case	Housekeepers Supply	GENPAK	#4.SCC	115	\$42.99	\$4,943.85	Yes
17	Foil, Aluminum, heavy, 18" x 500' roll in cutter box	1 - 1.0000 Each Roll	Housekeepers Supply	WESTERN	#286P	37	\$19.31	\$714.47	Yes
22	Napkins, Sanitary, Beltless, Full Max Pad, 1 per box for dispenser, #4 Heavy with Wings	1 - 200.0000 Each Case	Housekeepers Supply	MAXITHINS	#MT-200	460	\$26.20	\$12,052.00	Yes
30	Tissue, Toilet, Wrapped, 2 ply, Facial Quality bleached, 4.5" x 4.5" Sheets, 500 sheets per roll	1 - 80.0000 Count Case	Housekeepers Supply	ATLAS	#280	5,696	\$26.40	\$150,374.40	Yes
31	Towel, Hand, Single Fold, 10-3/4" x 9-1/2" Brown	1 - 4000.0000 Count Case	Housekeepers Supply	CWP	#204	110	\$14.66	\$1,612.60	Yes
32	Towel, Multifold, White, 9-1/2" x 9-1/4"	1 - 4000.0000 Count Case	Housekeepers Supply	CWP	#52200	6,688	\$13.35	\$89,284.80	Yes
43	Wrap, Plastic film, 18" x 2000' with cutter	1 - 1.0000 Count Box	Housekeepers Supply	WESTERN	#182	328	\$11.49	\$3,768.72	Yes
								\$274,251.70	