



# THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

7720 WEST OAKLAND PARK BOULEVARD, SUITE 323, SUNRISE, FLORIDA 33351 · TEL 754-321-0505 · FAX 754-321-0936

## PROCUREMENT & WAREHOUSING SERVICES

MARY CATHERINE COKER, DIRECTOR

[www.BrowardSchools.com](http://www.BrowardSchools.com)

The School Board of  
Broward County, Florida

Nora Rupert, Chair  
Heather P. Brinkworth, Vice Chair

Robin Bartleman  
Abby M. Freedman  
Patricia Good  
Donna P. Korn  
Laurie Rich Levinson  
Ann Murray  
Dr. Rosalind Osgood

Robert W. Runcie  
Superintendent of Schools

## ADDENDUM NO. 1

April 17, 2018

Reference: Piano Service and Maintenance

Subject: Request for Additional Information

Dear: **All Bidders**

Amend the above referenced ITB in the following particulars only:

1. Manufacturer Certification is removed.

**REMOVE:** Page 1

**INSERT:** Page 1 - Revised

**REMOVE:** Page 9

**INSERT:** Page 9 - Revised

2. Below are the responses to the questions received.

This Addendum is for informational purposes only and need not be returned with your Bid. By virtue of signing the "Invitation to Bid Form", Page 1 of ITB Bid No. 19-022N Piano Service and Maintenance, Bidder certifies acceptance of this Addendum.

Sincerely,

Karlene Grant  
Purchasing Agent III

Click or tap here to enter text.

Cc: Click or tap here to enter text.



# THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

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**Note: Below are responses to the questions received.**

### **Questions & Answer Section**

#### ➤ **QUESTION #1:**

We are a sole proprietor service company. We do not work for any manufacturer. Our tools and supplies are part of our inventory. I don't believe that a manufactures certification is needed from us.

#### **ANSWER TO QUESTION #1:**

Manufacturer certification is removed, please see revised pages attached.

#### ➤ **QUESTION #2:**

Certificate of Debarment: We do not hire subcontractors. We don't have any employees, women or otherwise. I don't see how any of this applies to us. I printed out the 4 links on that page. Should I include those pages with the bid? Should I leave them blank, as there is no information for me to complete. Or do you just want me to sign each page and put our company name on the top?

#### **ANSWER TO QUESTION #2:**

Exhibit B for Certification of Debarment includes only one page and is mandatory.

Exhibit A1 for Supplier Diversity Outreach Program Forms that requests details about sub-contractors is separate and forms should only be submitted if applicable.



The School Board of Broward County, Florida  
**PROCUREMENT AND WAREHOUSING SERVICES**  
 7720 West Oakland Park Boulevard, Suite 323  
 Sunrise, Florida 33351-6704  
 754-321-0505

# INVITATION TO BID (ITB)

<b>DUE DATE:</b> Bids due on or before 2:00 p.m. Eastern Time (ET) at Procurement & Warehousing Services: <b>REVISED</b> <b>4/23/2018</b>	ITB NO.: <b>19-022N</b>	RELEASE DATE: <b>3/22/2018</b>	PURCHASING AGENT: Karlene Grant 754-321-0542
Check Addenda for any revised opening dates before submitting your bid. <b>Bid(s) received, after the date and time stated above, shall not be considered for award.</b> Faxed bids are not allowed and will not be considered for award.		BID TITLE: <b>Piano Service and Maintenance</b>	

## SECTION 1 – Bidder Acknowledgement

IN ACCORDANCE WITH GENERAL CONDITION 1, THIS SECTION MUST BE COMPLETED IN ITS ENTIRETY INCLUDING THE SIGNATURE OF AN AUTHORIZED REPRESENTATIVE WHERE INDICATED BELOW AND SUBMITTED WITH THE BID. FAILURE TO PROVIDE THIS DOCUMENT, WITH THE BID, WILL RESULT IN BID BEING CONSIDERED NON-RESPONSIVE.

Bidder's Name and state "Doing Business As", where applicable:	<b>"REMIT TO" ADDRESS FOR PAYMENT:</b> If payment(s) is/are to be mailed to address other than as stated on left, please complete section below. <input type="checkbox"/> Check this box if address is the same as stated on the left.		
Address:	P.O. Address:		
City:			
State:	Zip Code:	City:	
Telephone Number:	State:	Zip Code:	
Toll Free Number:	Contact:		
Fax Number:	Telephone Number:		
E-Mail Address of Authorized Representative:	Toll Free Number:		
E-mail Address to Send Purchase Orders:	Fax Number:		
Federal Tax Identification Number:			

I hereby certify that: I am submitting the following information as my firm's (Bidder) bid and am authorized by Bidder to do so. Bidder agrees to complete and unconditional acceptance of the contents of all pages in this Invitation To Bid (ITB), and all appendices and the contents of any Addenda released hereto; Bidder agrees to be bound to any and all specifications, terms and conditions contained in the ITB, and any released Addenda and understand that the following are requirements of this ITB and failure to comply will result in disqualification of bid submitted; Bidder has not divulged, discussed, or compared the bid with other Bidders and has not colluded with any other Bidder or party to any other bid; Bidder, its principals, or their lobbyists has not offered campaign contributions to School Board Members or offer contributions to School Board Members for campaigns of other candidates for political office during the period in which the Bidder is attempting to sell goods or services to the School Board. This period of limitation of offering campaign contributions shall commence at the time of the "cone of silence" period for any solicitation for a competitive procurement as described by School Board Policy 3320, Part II, Section GG as well as School Board Policy 1007, Section 5.4 – Campaign Contribution Fundraising. Bidder acknowledges that all information contained herein is part of the public record as defined by the State of Florida Sunshine and Public Records Laws; all responses, data and information contained in this bid are true and accurate.  
*I agree that this bid cannot be withdrawn within 90 days from date due.*

\_\_\_\_\_  
*Signature of Authorized Representative (Manual)*

\_\_\_\_\_  
*Name of Authorized Representative (Typed or Printed)*

\_\_\_\_\_  
*Title*

## SECTION 2 – Submittal Requirements

**SUBMITTAL REQUIREMENTS:** In order to assure that your bid is in compliance with bid requirements, please verify that the submittals indicated by the  below have been submitted.

- |   |   |  |  |
|---|---|--|--|
| <input checked="" type="checkbox"/> Repair Representative Certification | <input type="checkbox"/> Descriptive Literature               | <input type="checkbox"/> M/WBE Participation                 | <input type="checkbox"/> Material Safety Data Sheets |
| Special Condition 7   | Special Condition __  | Exhibit A  | Special Condition __                                 |
| <input type="checkbox"/> Manufacturers Certification                    | <input checked="" type="checkbox"/> Conflict of Interest Form | <input checked="" type="checkbox"/> Certificate of Debarment | <input type="checkbox"/> Other _____                 |
| Special Condition 8   | Section 7, Attachment 1                                       | General Condition 45   | Special Condition __                                 |
| <input checked="" type="checkbox"/> Local Repair Facility               | <input checked="" type="checkbox"/> Bid Summary Sheet         |  |  |
| Special Condition 9   |   |  |  |

**Note: If your firm wishes to not submit a bid in response to the ITB, please complete and return, via mail or fax, the Statement of No Bid attached as the last page of this ITB.**

**REVISED**

4. **INFORMATION:** Any questions by prospective Bidders concerning this Invitation to Bid should be addressed to Karlene Grant, Purchasing Agent III, **Procurement and Warehousing Services, 754-321-0542 or e-mail at [karlene.grant@browardschools.com](mailto:karlene.grant@browardschools.com)** who is authorized only to direct the attention of prospective Bidders to various portions of the bid so they may read and interpret such for themselves. Neither Ms. Grant, nor any employee of SBBC, is authorized to interpret any portion of the bid or give information as to the requirements of the bid in addition to that contained in the written bid document. **Questions should be submitted in accordance with General Condition 5.** Interpretations of the bid or additional information as to its requirements, where necessary, shall be communicated to Bidders only by written Addendum. Any verbal or written information, which is obtained other than by information in this ITB document or by Addenda, shall not be binding on SBBC.
5. **CONTRACT RENEWAL:** The purpose of this bid is to establish a contract, at firm unit prices, for the purchase of estimated requirements for the items listed. The term of the bid shall be for three (3) years, and may, by mutual agreement between SBBC and the Awardee, be renewed for two additional one-year periods and, if needed, 90 days beyond the expiration date of the final renewal period. Procurement and Warehousing Services, will, if considering renewing, request a letter of intent to renew from each Awardee, prior to the end of the current contract period. The Awardee shall be notified when the recommendation has been acted upon by the School Board. All prices shall be firm through the period stated in **Special Condition 6 - Price Adjustments** for the term of the contract. The Bidder(s) agrees to this condition by signing its bid.
6. **PRICE ADJUSTMENTS:** Prices offered shall remain firm through the first three (3) years of the contract. A request for price adjustment, with proper documentation justifying the adjustment, may be submitted, in writing, 30 days prior to the third anniversary date of the contract. Price adjustment requests shall be evaluated on an annual basis thereafter. Unit price adjustments must have written approval from SBBC prior to invoicing. Any unit price adjustment invoiced without written approval from SBBC shall not be paid and the invoice returned to the Awardee for correction. Requests for price adjustments shall not exceed 3% per adjustment.

**MINIMUM ELIGIBILITY: Special Conditions 7-9 MUST be completed in order to be eligible for Award**

7. **MINIMUM QUALIFICATIONS:** Bidder(s) shall **INCLUDE THE FOLLOWING DOCUMENTATION EITHER WITH THIS BID, OR UPON REQUEST PRIOR TO EVALUATION.** Repair representative(s) that will service the District for this Bid **MUST** have one (1) of the following:
  - A. Certified through an accredited music repair school.
  - B. Certified by a major manufacturer.
  - C. Continuously employed for three (3) or more years in piano repair business.
  - D. Apprenticed for three (3) or more years under a certified piano repairperson.
  - E. Have five (5) years working experience and/or five (5) years factory experience on tuning and service of pianos.
  - F. Proof that the **TUNERS' GUILD** has approved their experience on tuning, repairs, string replacement, hammer resurfacing, regulation and tone adjustment.

**WHERE CERTIFICATES ARE NOT AVAILABLE, LETTERS ON MANUFACTURER'S LETTERHEAD, VERIFYING TRAINING WILL BE ACCEPTABLE.**

**Failure to comply within time period specified will result in disqualification of bid submitted.**

**8. MANUFACTURER'S CERTIFICATION: DELETED**



**PROCUREMENT & WAREHOUSING SERVICES**

**MARY CATHERINE COKER, DIRECTOR**

[www.BrowardSchools.com](http://www.BrowardSchools.com)

The School Board of  
Broward County, Florida

3/22/2018

Revised Pages 1 & 9

Dear Prospective Bidders,

**SUBJECT: Instructions to Bidders  
Invitation to Bid: 19-022N Piano Service and Maintenance**

Nora Rupert, Chair  
Heather P. Brinkworth, Vice Chair

Robin Bartleman  
Abby M. Freedman  
Donna P. Korn  
Patricia Good  
Laurie Rich Levinson  
Ann Murray  
Dr. Rosalind Osgood

Robert W. Runcie  
Superintendent of Schools

The School Board of Broward County, Florida (SBBC) is interested in receiving bids in response to the attached Invitation to Bid (ITB) for **Piano Service and Maintenance**. Any questions regarding this ITB should be addressed to me, in writing, at the address stated above, via facsimile at 754-321-0533 or via e-mail to [karlene.grant@browardschools.com](mailto:karlene.grant@browardschools.com). No other School Board staff member should be contacted in relation to this ITB. Any information that amends any portion of this ITB, which is received by any method other than an Addendum issued to the ITB, is not binding on SBBC.

In order to assure that your bid is in full compliance with all requirements of the ITB, carefully read all portions of the ITB document, paying particular attention to the following areas:

**SUPPLIER DIVERSITY OUTREACH PROGRAM (SDOP)**

SBBC has implemented a Supplier Diversity Outreach Program (SDOP) as part of the SBBC's competitive solicitation and contracting activity in accordance with School Board Policy 3330 Supplier Diversity Outreach Program. The purpose of the program is to remedy the ongoing effects of identified marketplace discrimination that the School Board has found continue to adversely affect the participation of Small/Minority and/or Women Business Enterprises ("S/M/WBE") in School Board contracts. S/M/WBE vendors utilized for this contract must be certified by SBBC's Supplier Diversity Outreach Program Office prior to submission of bid proposal. For information on S/M/WBE Certification or Policy 3330, contact SBBC's Supplier Diversity Outreach Program at 754-321-0550 or visit <http://www.browardschools.com/sdop>.

• **SECTION 2, SUBMITTAL REQUIREMENTS**

Section 2, Submittal Requirements, is a listing of all submittals that are required to be part of your bid package. Please make sure that all required submittals have been included as part of your bid package.

• **COMPLETION OF BIDS**

The Bid Summary Sheets upon which the Bidder submits its prices shall be completed in excel. The Bidder Acknowledgement Section should be completed in full and fully executed by an authorized representative of the Bidder. SBBC reserves the right to reject any bid which is not completed in full.

• **PRICING CORRECTIONS**

If a price correction is necessary on the Bid Summary Sheet, update the excel spreadsheet. SBBC reserves the right to not tabulate any illegible entries, pencil bids or price corrections not initialed and to reject any bid containing any of these errors.

• **DUE DATE**

Bids are due in Procurement and Warehousing Services on the date and time stated on Page 1 of the ITB. In order to have your bid considered, it must be received on or before the date and time due. Bids received after 2:00 p.m. ET on date due will not be considered.

• **STATEMENT OF "NO BID"**

If you are **not** submitting a bid in response to this ITB, please complete Section 8, Statement of "No Bid" and return via facsimile to 754-321-0533 or scan and send via e-mail to [karlene.grant@browardschools.com](mailto:karlene.grant@browardschools.com). Your response to the Statement of "No" Bid is very important to Procurement and Warehousing Services when creating future ITBs.

Thank you for your interest in SBBC. Again, if you have any questions, please contact me at the telephone number or email address stated above.

Karlene Grant  
Purchasing Agent III

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The School Board of Broward County, Florida  
**PROCUREMENT AND WAREHOUSING SERVICES**  
 7720 West Oakland Park Boulevard, Suite 323  
 Sunrise, Florida 33351-6704  
 754-321-0505

# INVITATION TO BID (ITB)

**DUE DATE:** Bids due on or before 2:00 p.m. Eastern Time (ET) at Procurement & Warehousing Services: **REVISED**  
**4/23/2018**

ITB NO.:  
**19-022N**

RELEASE DATE:  
**3/22/2018**

PURCHASING AGENT:  
 Karlene Grant  
 754-321-0542

Check Addenda for any revised opening dates before submitting your bid. Bid(s) received, after the date and time stated above, shall not be considered for award. Faxed bids are not allowed and will not be considered for award.

BID TITLE:  
**Piano Service and Maintenance**

## SECTION 1 – Bidder Acknowledgement

IN ACCORDANCE WITH GENERAL CONDITION 1, THIS SECTION MUST BE COMPLETED IN ITS ENTIRETY INCLUDING THE SIGNATURE OF AN AUTHORIZED REPRESENTATIVE WHERE INDICATED BELOW AND SUBMITTED WITH THE BID. FAILURE TO PROVIDE THIS DOCUMENT, WITH THE BID, WILL RESULT IN BID BEING CONSIDERED NON-RESPONSIVE.

Bidder's Name and state "Doing Business As", where applicable:

**"REMIT TO" ADDRESS FOR PAYMENT:** If payment(s) is/are to be mailed to address other than as stated on left, please complete section below.  Check this box if address is the same as stated on the left.

Address:

P.O. Address:

City:

State:

Zip Code:

City:

Telephone Number:

State:

Zip Code:

Toll Free Number:

Contact:

Fax Number:

Telephone Number:

E-Mail Address of Authorized Representative:

Toll Free Number:

E-mail Address to Send Purchase Orders:

Fax Number:

Federal Tax Identification Number:

I hereby certify that: I am submitting the following information as my firm's (Bidder) bid and am authorized by Bidder to do so. Bidder agrees to complete and unconditional acceptance of the contents of all pages in this Invitation To Bid (ITB), and all appendices and the contents of any Addenda released hereto; Bidder agrees to be bound to any and all specifications, terms and conditions contained in the ITB, and any released Addenda and understand that the following are requirements of this ITB and failure to comply will result in disqualification of bid submitted; Bidder has not divulged, discussed, or compared the bid with other Bidders and has not colluded with any other Bidder or party to any other bid; Bidder, its principals, or their lobbyists has not offered campaign contributions to School Board Members or offer contributions to School Board Members for campaigns of other candidates for political office during the period in which the Bidder is attempting to sell goods or services to the School Board. This period of limitation of offering campaign contributions shall commence at the time of the "cone of silence" period for any solicitation for a competitive procurement as described by School Board Policy 3320, Part II, Section GG as well as School Board Policy 1007, Section 5.4 – Campaign Contribution Fundraising. Bidder acknowledges that all information contained herein is part of the public record as defined by the State of Florida Sunshine and Public Records Laws; all responses, data and information contained in this bid are true and accurate.  
 I agree that this bid cannot be withdrawn within 90 days from date due.

\_\_\_\_\_  
*Signature of Authorized Representative (Manual)*

\_\_\_\_\_  
*Name of Authorized Representative (Typed or Printed)*

\_\_\_\_\_  
*Title*

## SECTION 2 – Submittal Requirements

**SUBMITTAL REQUIREMENTS:** In order to assure that your bid is in compliance with bid requirements, please verify that the submittals indicated by the  below have been submitted.

- |   |   |  |  |
|---|---|--|--|
| <input checked="" type="checkbox"/> Repair Representative Certification | <input type="checkbox"/> Descriptive Literature               | <input type="checkbox"/> M/WBE Participation                 | <input type="checkbox"/> Material Safety Data Sheets |
| Special Condition 7   | Special Condition __  | Exhibit A  | Special Condition __                                 |
| <input type="checkbox"/> Manufacturers Certification                    | <input checked="" type="checkbox"/> Conflict of Interest Form | <input checked="" type="checkbox"/> Certificate of Debarment | <input type="checkbox"/> Other _____                 |
| Special Condition 8   | Section 7, Attachment 1                                       | General Condition 45   | Special Condition __                                 |
| <input checked="" type="checkbox"/> Local Repair Facility               | <input checked="" type="checkbox"/> Bid Summary Sheet         |  |  |
| Special Condition 9   |   |  |  |

Note: If your firm wishes to not submit a bid in response to the ITB, please complete and return, via mail or fax, the Statement of No Bid attached as the last page of this ITB.



## SECTION 3, GENERAL CONDITIONS

1. **SEALED BID REQUIREMENTS:** The "Bidder Acknowledgement Section" must be completed, signed and returned with the bid. The Bid Summary Sheet pages on which the Bidder actually submits a bid, and any pages, upon which information is required to be inserted, must be completed and submitted with the bid. **The School Board of Broward County (SBBC) reserves the right to reject any bid that fails to comply with these submittal requirements.**
    - a) **BIDDER'S RESPONSIBILITY:** It is the responsibility of the Bidder to be certain that all numbered pages of the bid and all attachments thereto are received and all Addendum released are received prior to submitting a bid without regard to how a copy of this ITB was obtained. All bids are subject to the conditions specified herein on the attached bid documents and on any Addenda issued thereto.
    - b) **BID SUBMITTED:** Completed bid must be submitted in a sealed envelope with bid number and name clearly typed or written on the front of the envelope. Bids must be time stamped in Procurement and Warehousing Services **on or before 2:00 p.m. ET on date due** for bid to be considered. Bids shall be opened at 2:00 p.m. ET on date due. Bids submitted by telegraphic or facsimile transmission shall not be accepted.
    - c) **EXECUTION OF BID:** Bid must contain an original manual signature of an authorized representative in the space provided above. All bids must be completed in ink or typewritten. **If a price correction is necessary, draw a single line through the entered figure and enter the corrected figure or use an opaque correction fluid. All price corrections must be initiated by the person signing the bid even when using opaque correction fluid.** SBBC reserves the right to reject any bid or bid item completed in pencil or any bid that contains illegible entries or price corrections not initiated.
    - d) **BIDDING PREFERENCE LAWS: ALL BIDDERS MUST COMPLETE AND SUBMIT THE LEGAL OPINION OF BIDDER'S PREFERENCE FORM IN ORDER TO BE CONSIDERED FOR AWARD.** The State of Florida provides a Bidder's preference for Florida vendors for the purchase of personal property. The local preference is five (5) percent. Bidders outside the State of Florida must have an Attorney, licensed to practice law in the out-of-state jurisdiction, as required by Section 2, Chapter 287.084, Florida Statutes, execute the "Opinion of Out-of-State Bidder's Attorney on Bidding Preferences" form and must submit this form with the submitted bid. Such opinion should permit SBBC's reliance on such attorney's opinion for purposes of complying with Chapter 287.084, Florida Statutes. Florida Bidders must also complete its portion of the form. Failure to submit and execute this form, with the bid, shall result in bid being considered "non-responsive" and bid rejected.
  2. **PRICES QUOTED:** Deduct trade discounts and quote firm net prices. Give both unit price and extended total. Prices must be stated in units to quantity specified in the bidding specification. In case of discrepancy in computing the amount of the bid, the **Unit Price** quoted shall govern.

All prices quoted shall be F.O.B. destination and freight prepaid (Bidder pays and bears freight charges). Awardee owns goods in transit and files any claims. Discounts for prompt payment: Award, if made, shall be in accordance with terms and conditions stated herein. Each item must be bid separately and no attempt is to be made to tie any item or items in with any other item or items. **Cash or quantity discounts offered shall not be a consideration in determination of award of bid(s).** If an Awardee offers a discount or offers terms less than Net 30, it is understood that a minimum of 30 days shall be required for payment, and if a payment discount is offered, the discount time shall be computed from the date of satisfactory delivery at place of acceptance and receipt of correct invoice at the office specified.

    - a) **TAXES:** SBBC does not pay Federal Excise and State taxes on direct purchase of tangible personal property. The applicable tax exemption number is shown on the Purchase Order. This exemption does not apply to purchases of tangible personal property made by contractors who use the tangible personal property in the performance of contracts for the improvement of SBBC owned real property as defined in Chapter 192, Florida Statutes.
    - b) **MISTAKES:** Bidders are expected to examine the specifications, delivery schedules, bid prices and extensions, and all instructions pertaining to supplies and services. Failure to do so shall be at Bidder's risk.
    - c) **CONDITION AND PACKAGING:** It is understood and agreed that any item offered or shipped as a result of this bid shall be new (current production model at the time of this bid) unless otherwise specified. All containers shall be suitable for storage or shipment and all prices shall include standard commercial packaging.
    - d) **UNDERWRITERS' LABORATORIES:** Unless otherwise stipulated in the Bid, all manufactured items and fabricated assemblies shall be UL listed where such has been established by UL for the item(s) offered and furnished. In lieu of the UL listing, Bidder may substitute a listing by an independent testing laboratory recognized by OSHA under the Nationally Recognized Testing Laboratories (NRTL) Recognition Program.
- e) **BIDDER'S CONDITIONS:** Bid conditions and specifications **shall not** be changed, altered or conditioned in any way. SBBC specifically reserves the right to reject any conditional bid.
  3. **SAMPLES:** Samples of items, when required, must be furnished free of expense within five (5) working days of request unless otherwise stated and, if not destroyed, will, upon request, be returned at the Bidder's expense. Bidders shall be responsible for the removal of all samples furnished within 30 days after bid opening. All samples shall be disposed of after 30 days. Each individual sample must be labeled with Bidder's name, bid number and item number. Failure of Bidder to either deliver required samples or to clearly identify samples as indicated may be reason for rejection of the bid item. Unless otherwise indicated, samples should be delivered to Procurement and Warehousing Services, The School Board of Broward County, Florida, 7720 West Oakland, Park Boulevard, Suite 323, Sunrise, Florida 33351-6704.
  4. **DELIVERY:** All deliveries shall be F.O.B. destination point. Unless actual date of delivery is specified (or if specified delivery cannot be met), show number of days required to make delivery after receipt of Purchase Order in space provided. Delivery time may become a basis for making an award (see Special Conditions). Delivery shall be within the normal working hours of the user, Monday through Friday, excluding state holidays and days during which SBBC administration is closed.
  5. **INTERPRETATIONS:** Any questions concerning conditions and specifications must be submitted in writing and received by Procurement and Warehousing Services no later than **ten working days, or as stated in the Special Conditions**, prior to the original bid opening date. If necessary, an Addendum shall be issued.
  6. **AWARDS:** In the best interest of SBBC, SBBC reserves the right to: 1) withdraw this ITB at any time prior to the time and date specified for the bid opening; 2) to reject any or all bids received when there are sound documented business reasons that serve the best interest of SBBC; 3) to accept any item or group of items unless qualified by Bidder; and 4) to acquire additional quantities at prices quoted on this ITB unless additional quantities are not acceptable, in which case, the bid sheets must be noted "BID IS FOR SPECIFIED QUANTITY ONLY." All awards made as a result of this bid shall conform to applicable Florida Statutes and shall be governed by the laws of the State of Florida, and must have venue established in the 17<sup>th</sup> Judicial Circuit Court of Broward County, Florida or the United States Court of the Southern District of Florida.
  7. **BID OPENING:** Shall be public, on the date and at the time specified on the bid form. All bids received after that time shall not be considered.
  8. **ADVERTISING:** In submitting a bid, Bidder agrees not to use the results there from as a part of any commercial advertising without prior approval of SBBC.
  9. **INSPECTION, ACCEPTANCE & TITLE:** Inspection and acceptance shall be at destination unless otherwise provided. Title to/ or risk of loss or damage to all items shall be the responsibility of the Awardee until acceptance by the buyer unless loss or damage resulting from negligence by the buyer. If the materials or services supplied to SBBC are found to be defective or not conform to specifications, SBBC reserves the right to cancel the order upon written notice to the seller and return product at Awardee's expense.
  10. **PAYMENT:** Payment shall be made by SBBC after the items awarded have been received, inspected, found to comply with award specifications and free of damage or defect and properly invoiced. All payments shall be made by ACH (Automated Clearing House) for automatic deposits (credits).
  11. **CONFLICT OF INTEREST AND CONFLICTING EMPLOYMENT OR CONTRACTUAL RELATIONSHIP:** Section 112.313 (3) and (7), Florida Statutes, sets forth restrictions on the ability of SBBC employees acting in a private capacity to rent, lease, or sell any realty, goods or services to SBBC. It also places restrictions on SBBC employees concerning outside employment or contractual relationships with any business entity which is doing business with SBBC. Each Bidder is to disclose any employees it has who are also SBBC employees by submitting Attachment 1, Disclosure of Potential Conflict of Interest and Conflicting Employment or Contractual Relationship, with its Bid. Any employees identified by the Bidder when completing Attachment 1 should obtain legal advice as to their obligations and restrictions under Section 112.313 (3) and (7), Florida Statutes.
  12. **INSURANCE:** Bidder, by virtue of submitting a bid, shall be in full compliance with paragraph 20: LIABILITY INSURANCE, LICENSES AND PERMITS of the General Conditions. Insurance Requirements are shown in FORMS AND ATTACHMENTS Section of this ITB. Bidder shall take special notice that SBBC shall be named as an additional insured under the General Liability policy including Products Liability.

The insurance policies shall be issued by companies qualified to do business in the State of Florida. The insurance companies must be rated at least A-VI by AM Best or Aa3 by Moody's Investor Service. All policies must remain in effect during the performance of the contract.



13. **LICENSES, CERTIFICATIONS AND REGISTRATIONS:** As of the Bid Opening Date, Bidder must have all Licenses, Certifications and Registrations required when performing the services as described herein, in order for Bid to be considered a responsive and responsible Bid. Licenses, Certifications and Registrations required for this Bid shall be as required by Chapter 489, Florida Statutes, as currently enacted or as amended from time to time; by the State Requirements for Educational Facilities (SREF), latest version; and by Broward County, Florida. Bidder must submit a copy of all its current Licenses, Certifications and Registrations required as described herein, either with its Bid or within five working days of notification.  
  
*An Awardee who has any License, Certification or Registration either suspended, revoked or expired after the date of the Bid Opening, shall provide notice to the Director of Procurement & Warehousing Services within five working days of such suspension, revocation or expiration. However, such suspension, revocation or expiration after the date of the Bid Opening shall not relieve the Awardee of its responsibilities under this ITB.*
14. **PATENTS & ROYALTIES:** The Awardee, without exception, shall indemnify and save harmless SBBC and its employees from liability of any nature or kind, including cost and expenses for any copyrighted, patented, or unpatented invention, process, or article manufactured or used in the performance of the contract, including its use by SBBC. If the Awardee uses any design, device, or materials covered by letters, patent, or copyright, it is mutually understood and agreed without exception that the bid prices shall include all royalties or cost arising from the use of such design, device or materials in any way involved in the work.
15. **OSHA:** The Awardee warrants that the product supplied to SBBC shall conform in all respects to the standards set forth in the Occupational Safety and Health Act of 1970, as amended, and the failure to comply with this condition shall be considered as a breach of contract.
16. **SPECIAL CONDITIONS:** The Superintendent or Designee has the authority to issue Special Conditions and Specifications as required for individual bids. Any and all Special Conditions that may vary from these General Conditions shall have precedence.
17. **NONDISCRIMINATION:** The respondent hereby certifies and agrees that the following information is correct: In preparing its response on this project, the respondent has considered all proposals submitted from qualified, potential subcontractors and suppliers, and has not engaged in "discrimination" as defined in the District's Policy No. 3330 – Supplier Diversity Outreach Program, Section D.1; to wit: discrimination in the solicitation, selection, or commercial treatment of any subcontractor, vendor, supplier, or commercial customer on the basis of race, color, religion, ancestry or national origin, sex, age, marital status, sexual orientation or on the basis of disability or other unlawful forms of discrimination. Without limiting the foregoing, "discrimination" also includes retaliating against any person or other entity for reporting any incident of "discrimination." Without limiting any other provision of the solicitation for responses on this project, it is understood and agreed that, if this certification is false, such false certification will constitute grounds for the School District to reject the response submitted by the respondent on this project, and terminate any contract awarded based on the response. As part of its response, the respondent shall provide to the School District a list of all instances within the immediate past four (4) years where there has been a final adjudicated determination in a legal or administrative proceeding in the State of Florida that the respondent discriminated against its subcontractors, vendors, suppliers, or commercial customers, and a description of the status or resolution of that complaint, including any remedial action taken. As a condition of submitting a response to the School Board, the respondent agrees to comply with the District's Commercial Nondiscrimination Policy as described under its School Board Policy No. 3330 – Supplier Diversity Outreach Program, Section D.1.
18. **QUALITY:** All materials used for the manufacture or construction of any supplies, materials or equipment covered by this bid shall be new unless otherwise specified. The items bid must be new, the latest model, of the best quality and highest grade workmanship.
19. **LIABILITY INSURANCE, LICENSES AND PERMITS:** Where Awardees are required to enter or go onto SBBC property to deliver materials or perform work or services as a result of a bid award, the Awardee agrees to The Hold Harmless Agreement stated herein and shall assume the full duty obligation and expense of obtaining all necessary licenses, permits and insurance. The Awardee shall be liable for any damages or loss to SBBC occasioned by negligence of the Awardee (or agent) or any person the Awardee has designated in the completion of the Contract as a result of their bid.
20. **BID BONDS, PERFORMANCE BONDS AND CERTIFICATES OF INSURANCE:** Bid bonds, when required, shall be submitted with the bid in the amount specified in Special Conditions. Bid bonds shall be returned to non-Awardees. After acceptance of bid, SBBC shall notify the Awardee to submit a performance bond and certificate of insurance in the amount specified in Special Conditions. Upon receipt of the performance bond, the bid bond shall be returned to the Awardee.
21. **CANCELLATION:** In the event any of the provisions of this bid are violated by the Awardee, the Superintendent shall give written notice to the Awardee stating the deficiencies and unless deficiencies are corrected within five days, recommendation shall be made to SBBC for immediate cancellation.
22. **IRREVOCABILITY OF BID:** A bid may not be withdrawn before the expiration of 90 days from the date of bid opening.
23. **INFORMATION NOT IN ITB:** No verbal or written information which is obtained by a Bidder other than by information within this document or Addenda to this ITB shall be binding on SBBC.
24. **EXPENDITURE:** No guarantee is given or implied as to any sums payable or the quantity or scope of any award under this ITB. SBBC is not obligated to place any order for goods/services as a result of this award. Order placement shall be based upon the needs and best interest of SBBC.
25. **BILLING INSTRUCTIONS:** Invoices, unless otherwise indicated, must show Purchase Order numbers and shall be submitted in duplicate to The School Board of Broward County, Florida, Accounting and Financial Reporting Department, Attn: Accounts Payable, 600 S.E. 3<sup>rd</sup> Avenue, 7<sup>th</sup> Floor, Fort Lauderdale, Florida 33301. (Unless otherwise stated in the Special Conditions) Payment shall be made a minimum of 30 days after delivery, authorized inspection and acceptance. When vendors are directed to send invoices to a school, the school shall make direct payments to the vendor.
26. **NOTE TO VENDORS DELIVERING TO CENTRAL WAREHOUSE:** Receiving hours are Monday through Friday (excluding state holidays and days during which SBBC administration is closed) 7:00 a.m. to 2:00 p.m. ET.
27. **SUBSTITUTIONS:** SBBC SHALL NOT accept substitute shipments of any kind. Awardees are expected to furnish the brand quoted in their bid once awarded by SBBC. Any substitute shipments shall be returned at the Awardee's expense.
28. **FACILITIES:** SBBC reserves the right to inspect the Awardee's facilities at any time with prior notice. SBBC may use the information obtained from this in determining whether a Bidder is a responsible Bidder.
29. **ASBESTOS AND FORMALDEHYDE STATEMENT:** All building materials, pressed boards, and furniture supplied to SBBC shall be 100% asbestos free. It is desirable that all building materials, pressed boards and furniture supplied to SBBC also be 100% formaldehyde free. Bidder, by virtue of bidding, certifies by signing bid that, if awarded this bid, only building materials, pressed boards, and/or furniture that is 100% asbestos free shall be supplied.
30. **ASSIGNMENT:** Neither any award of this bid nor any interest in any award of this bid may be assigned, transferred or encumbered by any party without the prior written consent from the Director, Procurement and Warehousing Services. There shall be no partial assignments of this ITB including, without limitation, the partial assignment of any right to receive payments from SBBC.
31. **EXTENSION:** In addition to any extension options contained herein, SBBC is granted the right to extend any award resulting from this bid for the period of time necessary for SBBC to release, award and implement a replacement bid for the goods, products and/or services provided through this bid. Such extension shall be upon the same prices, terms and conditions as existing at the time of SBBC's exercise of this extension right. The period of any extension under this provision shall not be for a period in excess of six months from (a) the termination date of a contract entered into as a result of this bid or (b) the termination date under any applicable period of extension under a contract entered into as a result of this bid.
32. **OMISSION FROM THE SPECIFICATIONS:** The apparent silence of this specification and any Addendum regarding any details or the omission from the specification of a detailed description concerning any point shall be regarded as meaning that only the best available units shall be provided and the best commercial practices are to prevail, and that only materials and workmanship of first quality are to be used. All interpretations of this specification shall be made upon the basis of this agreement.
33. **SUBMITTAL OF INVOICES:** All Bidders are hereby notified that any invoice submitted as a result of the award of this bid must be in the same format as any Purchase Order released as a result of the award of this bid. **Each line of the invoice must reference a corresponding single line shown on the Purchase Order.** A single invoice line must not correspond to or commingle the cost shown on multiple Purchase Order lines. An invoice submitted that does not follow the same format and line numbering as shown on the Purchase Order shall be deemed to be not correct, and may be returned to the vendor by the Accounts Payable Department for correction. Address for submitting invoices is included on Purchase Order.
34. **PURCHASE AGREEMENT:** This bid and the corresponding Purchase Orders shall constitute the complete agreement. SBBC shall not accept proposed terms and conditions that are different than those contained in this Invitation to Bid, including pre-printed text contained on catalogs, price lists, other descriptive information submitted or any other materials. By virtue of submitting a bid, Awardee agrees to not submit to any SBBC employee, for signature, any document that contains terms and conditions that are different than those contained herein and that in the event any document

35. **SBBC INFORMATION SECURITY GUIDELINES:** It is the responsibility of the Awardee to read and adhere to the SBBC Information Security Guidelines when using any device connected to the SBBC's network. Following the conclusion of the contract term, all of SBBC's confidential information must be removed from Awardee's equipment and all access privileges must be revoked. Final payment shall be withheld until the Awardee has confirmed, in writing, that all SBBC's confidential information has been purged from any and all electronic technology devices that were used during this contract and were connected to the SBBC's network.
36. **PROTESTING OF BID CONDITIONS/SPECIFICATIONS:** Any person desiring to protest the conditions/specifications in this ITB, or any Addenda subsequently released thereto, shall file a notice of intent to protest, in writing, within 72 hours after electronic release of the competitive solicitation or Addendum and shall file a formal written protest within ten calendar days after the date the notice of protest was filed. Saturdays, Sundays, state holidays or days during which SBBC administration is closed shall be excluded in the computation of the 72 hours. If the tenth calendar day falls on a Saturday, Sunday, state holiday or day during which SBBC administration is closed, the formal written protest must be received on or before 5:00 p.m. ET of the next calendar day that is not a Saturday, Sunday, state holiday or day during which SBBC administration is closed. Section 3 b, Chapter 120.57, Florida Statutes, as currently enacted or as amended from time to time, states that "The formal written protest shall state with particularity the facts and law upon which the protest is based."
- Failure to file a notice of protest or to file a formal written protest within the time prescribed by Section 3, Chapter 120.57, Florida Statutes, or a failure to post the bond or other security required by SBBC Policy 3320, within the time allowed for filing a bond, shall constitute a waiver of proceedings. The bond shall be conditioned upon the payment of all costs which may be adjudged against the protestant in an Administrative Hearing in which the action is brought and in any subsequent appellate court proceeding. In lieu of a bond, SBBC may accept a cashier's check, official bank check or money order in the amount of the bond. If, after completion of the Administrative Hearing process and any appellate court proceedings, SBBC prevails, SBBC shall recover all costs and charges which shall be included in the Final Order or judgment, including charges made by the Division of Administrative Hearings, but excluding attorney's fees. Upon payment of such costs and charges by the protestant, the bond shall be returned. The failure to post the bond required by SBBC Policy 3320, Part VIII, as currently enacted or as amended from time to time, shall constitute a waiver of proceedings. Notices of protest, formal written protests, and the bonds required by SBBC Policy 3320, shall be filed at the office of the Director, Procurement and Warehousing Services, 7720 West Oakland Park Boulevard, Suite 323, Sunrise, Florida 33351-6704 (fax 754-321-0936). Fax filing shall not be acceptable for the filing of bonds.
37. **POSTING OF BID RECOMMENDATIONS/TABULATIONS:** ITB Recommendations and Tabulations shall be posted in Procurement and Warehousing Services and on [www.demandstar.com](http://www.demandstar.com) on **April 30, 2018**, and shall remain posted for 72 hours. Any change to the date and time established herein for posting of ITB Recommendations/Tabulations shall be posted in Procurement and Warehousing Services and/or at [www.demandstar.com](http://www.demandstar.com) (under the document section for this ITB). In the event the date and time of the posting of ITB Recommendations/Tabulations is changed, it is the responsibility of each Bidder to ascertain the revised date of the posting of ITB Recommendations/Tabulations. Any person desiring to protest the intended decision shall file a notice of protest, in writing, within 72 hours after the posting of the ITB tabulation and shall file a formal written protest within ten calendar days after the date the notice of protest was filed. Saturdays, Sundays, state holidays and days during which SBBC administration is closed shall be excluded in the computation of the 72 hours. If the tenth calendar day falls on a Saturday, Sunday, state holiday or day during which SBBC administration is closed, the formal written protest must be received on or before 5:00 p.m. ET of the next calendar day that is not a Saturday or Sunday, state holiday or days during which SBBC administration is closed. No submissions made after the Bid opening amending or supplementing the Bid shall be considered. Section 120.57(3)(b), Florida Statutes, as currently enacted or as amended from time to time, states that "The formal written protest shall state with particularity the facts and law upon which the protest is based". Any person who files an action protesting an intended decision shall post with SBBC, at the time of filing the formal written protest, a bond, payable to SBBC, in an amount equal to one percent (1%) of SBBC's estimate of the total volume of the contract. SBBC shall provide the estimated contract amount to the vendor within 72 hours, excluding Saturdays, Sundays and other days during which SBBC administration is closed, of receipt of notice of intent to protest. The estimated contract amount is not subject to protest pursuant to Section 120.57(3), Florida Statutes. The bond shall be conditioned upon the payment of all costs which may be adjudged against the protestant in an Administrative Hearing in which the action is brought and in any subsequent appellate court proceeding. In lieu of a bond, SBBC may accept a cashier's check, official bank check or money order in the amount of the bond. If, after completion of the Administrative Hearing process and any appellate
37. (Continued): court proceedings, SBBC prevails, SBBC shall recover all costs and charges which shall be included in the Final Order or judgment, including charges made by the Division of Administrative Hearings, but excluding attorney's fees. Upon payment of such costs and charges by the protestant, the bond shall be returned. All documentation necessary for the protest proceedings shall be provided electronically by SBBC.
- Failure to file a notice of protest or to file a formal written protest within the time prescribed by Section 120.57(3), Florida Statutes, or a failure to post the bond or other security required by SBBC Policy 3320 within the time allowed for filing a bond, shall constitute a waiver of proceedings. The failure to post the bond required by SBBC Policy 3320, Part VIII, as currently enacted or as amended from time to time, shall constitute a waiver of proceedings. Notices of protests, formal written protests, and the bonds required by Policy 3320, shall be filed at the office of the Director, Procurement and Warehousing Services, 7720 West Oakland Park Boulevard, Suite 323, Sunrise, Florida 33351-6704 (fax 754-321-0936). Fax filing shall not be acceptable for the filing of bonds.
38. **SUBMITTAL OF BIDS:** All Bidders are reminded that it is the sole responsibility of the BIDDER to assure that their bid is time stamped in PROCUREMENT AND WAREHOUSING SERVICES on or before 2:00 p.m. ET on date due. The address for bid submittal, including hand delivery and overnight courier delivery, is indicated as: 7720 West Oakland Park Boulevard, Suite 323, Sunrise, Florida 33351-6704. The Bidder is fully and completely responsible for the payment of all delivery costs associated with the delivery of their bid or related material. Procurement and Warehousing Services shall not accept delivery of any bid or related material requiring SBBC to pay for any portion of the delivery cost or the complete delivery cost. Prior to bid submittal, it is the responsibility of the Bidder to be certain that all Addenda released have been received, that all Addendum requirements have been completed, and that all submittals required by the Addendum have been timely filed. (See General Condition 1.)
39. **PACKING SLIPS:** It shall be the responsibility of the Awardee to attach all packing slips to the OUTSIDE of each shipment. Packing slip must reference SBBC Purchase Order number/control number. Failure to provide packing slip attached to the outside of shipment shall result in refusal of shipment at Awardee's expense.
40. **USE OF OTHER CONTRACTS:** SBBC reserves the right to utilize any other SBBC contract, any State of Florida Contract, any contract awarded by any other city or county governmental agencies, other school s, other community college/state university system cooperative bid agreement, or to directly negotiate/purchase per SBBC and/or Rule 6A-1.012, Florida Administration Code as currently enacted or as amended from time to time, in lieu of any offer received or award made as a result of this bid if it is in its best interest to do so.
41. **INDEMNIFICATION:** This General Condition of the bid is NOT subject to negotiation and any bid that fails to accept these conditions shall be rejected as "non-responsive."
- a) SBBC agrees to be fully responsible for its acts of negligence or its agents' acts of negligence when acting within the scope of their employment and agrees to be liable for any damages resulting from said negligence. Nothing herein is intended to serve as a waiver of sovereign immunity by SBBC. Nothing herein shall be construed as consent by SBBC to be sued by third parties in any matter arising out of any contract. Nothing herein shall be construed as a waiver by SBBC of any rights or limits to liability under Section 768.28, Florida Statutes.
- b) AWARDEE agrees to indemnify, hold harmless and defend SBBC, its agents, servants and employees from any and all claims, judgments, costs and expenses including, but not limited to, reasonable attorney's fees, reasonable investigative and discovery costs, court costs and all other sums which SBBC, its agents, servants and employees may pay or become obligated to pay on account of any, all and every claim or demand, or assertion of liability, or any claim or action founded thereon, arising or alleged to have arisen out of the products, goods or services furnished by the AWARDEE, its agents, servants or employees while such equipment is on premises owned or controlled by SBBC; or the negligence of AWARDEE or the negligence of AWARDEE's agents when acting within the scope of their employment, whether such claims, judgments, costs and expenses be for damages, damage to property including SBBC's property, and injury or death of any person whether employed by the AWARDEE, SBBC or otherwise.
42. **PURCHASE BY OTHER PUBLIC AGENCIES:** With the consent and agreement of the awarded contractor(s), purchases may be made under this bid by other agencies. Such purchases shall be governed by the same terms and conditions as stated herein.
43. **GOVERNING LAW:** This ITB, and any award(s) resulting from this ITB shall be interpreted and construed in accordance with the laws of the State of Florida. Any protests arising from this ITB shall be subject to Section 120.57(3), Florida Statutes. Any disputes or controversies arising out of a contract award under this ITB shall be submitted to the jurisdiction of the state courts of the Seventeenth Judicial Circuit Court in and for Broward County, Florida.

44. **PUBLIC ENTITY CRIMES:** Section 287.133(2)(a), Florida Statutes, as currently enacted or as amended from time to time, states that a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 for CATEGORY TWO [currently \$25,000] for a period of 36 months from the date of being placed on the convicted vendor list.
45. **CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY OR VOLUNTARY EXCLUSION - Lower Tier Covered Transactions:** Executive Order 12549, as currently enacted or as amended from time to time, provides that, to the extent permitted by law, Executive departments and agencies shall participate in a government-wide system for non-procurement debarment and suspension. A person who is debarred or suspended shall be excluded from Federal financial and non-financial assistance and benefits under Federal programs and activities. Except as provided in § 85.200, Debarment or Suspension, § 85.201, Treatment of Title IV HEA participation, and § 85.215, Exception Provision, debarment or suspension of a participant in a program by one agency shall have government-wide effect. A lower tier covered transaction is, in part, any transaction between a participant [SBBC] and a person other than a procurement contract for goods or services, regardless of type, under a primary covered transaction; and any procurement contract for goods or services between a participant and a person, regardless of type, expected to equal or exceed the Federal procurement small purchase threshold fixed at 10 U.S.C. 2304(g) and 41 U.S.C. 253(g) (currently \$100,000) under a primary covered transaction; or any procurement contract for goods or services between a participant and a person under a covered transaction, regardless of amount, under which that person shall have a critical influence on or substantive control over that covered transaction. A participant may rely upon the certification of a prospective participant in a lower tier covered transaction that it and its principals are not debarred, suspended, proposed for debarment under 48 CFR part 9, subpart 9.4, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. Each participant shall require participants in lower tier covered transactions to include the certification for it and its principals in any bid submitted in connection with such lower tier covered transactions.
- CERTIFICATION**
- a) The prospective lower tier participant certifies, by submission of this bid, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- b) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this bid.
- Every time a Bid is submitted that includes reference to this Form, a new Form is required. Any Bid that does not include this required Form shall not be evaluated and shall not be considered for award. **A signature is required on BOTH the Debarment Form AND the Invitation to Bid page.** A signature on one document **cannot** be substituted for the signature required on the other document. **Failure to complete and sign both documents requiring signature shall result in rejection of bid submitted.**
46. **REASONABLE ACCOMMODATION:** Individuals with disabilities requesting accommodations under the Americans with Disabilities Act (ADA) may call Equal Educational Opportunities (EEO) at 754-321-2150 or Teletype Machine TTY 754- 321-2158.
47. **SEVERABILITY:** In case of any one or more of the provisions contained in this Bid shall be for any reason be held to be invalid, illegal, unlawful, unenforceable or void in any respect, the invalidity, illegality, unenforceability or unlawful or void nature of that provision shall not affect any other provision and this Bid shall be considered as if such invalid, unlawful, unenforceable or void provision had never been included herein.
48. **DISTRIBUTION:** DemandStar by Onvia, [www.demandstar.com](http://www.demandstar.com), is the official method approved by Procurement and Warehousing Services for the distribution of all competitive solicitations including ITBs and RFPs. It is the responsibility of all Bidders to assure they have received all necessary documents, including Addenda and have included all necessary information within their response. SBBC is not responsible for Bidder's failure to obtain complete bidding documents from DemandStar. SBBC reserves the right to reject any bid as non-responsive for failure to include all necessary documents or required Addenda. For information regarding the above referenced solicitation, contact the designated Purchasing Agent as stated herein.
49. **LOBBYIST ACTIVITIES:** In accordance with SBBC Policy 1100B, as currently enacted or as amended from time to time, persons acting as lobbyists must state, at the beginning of their presentation, letter, telephone call, e-mail or facsimile transmission to School Board Members, Superintendent or Members of Senior Management, the group, association, organization or business interest she/he is representing.
- a) A lobbyist is defined as a person who for immediate or subsequent compensation, (e.g., monetary profit/personal gain) represents a public or private group, association, organization or business interest and engages in efforts to influence School Board Members on matters within their official jurisdiction.
- b) A lobbyist is not considered a person representing school-affiliated groups (e.g., PTA, DAC, Band Booster Associations, etc.) nor a public official acting in her/his official capacity.
- c) Lobbyists shall annually (July 1) disclose in each instance and for each client prior to any lobbying activities, their identity and activities by completing the lobbyist statement form which can be obtained from Official School Board Records, School Board Member's Offices or the Superintendent's Office and shall be recorded on SBBC's website, [www.browardschools.com](http://www.browardschools.com).
- d) The lobbyist must disclose any direct business association with any current elected or appointed official or employee of SBBC or any immediate family member of such elected or appointed official or employee of SBBC.
- e) Senior-level employees (Pay Grade 30 and above) and/or School Board Members are prohibited from lobbying activities for one year after resignation or retirement or expiration of their term of office.
50. **TIE BID PROCEDURES:** When identical prices are received from two or more Bidders and all other factors are equal, priority for award shall be given to Bidders in the following sequence:
- A business that certifies that it has implemented a drug-free workplace program shall be given preference in accordance with the provisions of Chapter 287.087, Florida Statutes, as currently enacted or as amended from time to time;
  - The Broward County Certified Minority/Women Business Enterprise Bidder;
  - The Palm Beach County or Miami-Dade County Certified Minority/Women Business Enterprise Bidder;
  - The Florida Certified Minority/Women Business Enterprise Bidder;
  - The Broward County Bidder, other than a Minority/Women Business Enterprise Bidder;
  - The Palm Beach County or Miami-Dade County Bidder, other than a Minority/Women Business Enterprise vendor;
  - The Florida Bidder, whose main office is in the State of Florida, other than a Minority/Women Business Enterprise vendor.
  - If application of the above criteria does not indicate a priority for award, the award shall be decided by a coin toss. The coin toss shall be held publicly in Procurement and Warehousing Services; the tie low bid Bidders invited to be present as witnesses.
- Included as a part of these bid documents is a Form entitled **SWORN STATEMENT PURSUANT TO CHAPTER 287.087, FLORIDA STATUTES, AS CURRENTLY ENACTED OR AS AMENDED FROM TIME TO TIME, ON PREFERENCE TO BUSINESSES WITH DRUG-FREE WORKPLACE PROGRAMS.** This form shall be used by the Bidder to certify that it has implemented a drug-free workplace program. In order for bid to be considered, the Invitation to Bid form (Page 1 of this bid) must be properly signed in order for the bid to be considered. A Bidder cannot sign this form in lieu of properly signing the Invitation to Bid form.
51. **DISPUTES:** in the event of a conflict between the documents, the order of priority of the documents shall be as follows:
- Addenda released for this ITB, with the latest Addendum taking precedence, then;
  - The ITB; then
  - Bidder's submitted bid.
- In case of any other doubt or difference of opinion, the decision of SBBC shall be final and binding on both parties.

52. **SUPPLIER DIVERSITY OUTREACH PROGRAM (SDOP):** SBBC has implemented a Supplier Diversity Outreach Program (SDOP) as part of the SBBC's competitive solicitation and contracting activity in accordance with School Board Policy 3330, Administrative Procedures for The School Board of Broward County, Florida's Supplier Diversity & Outreach Program. The purpose of the program is to utilize available small, minority, and women business enterprises within the Board's market area to compete for the award of SBBC construction and purchasing contracts. SM/WBE vendors utilized for this contract must be certified by SBBC's Supplier Diversity & Outreach Program Office prior to submission of Bid. For information on MWBE Certification, contact SBBC's Supplier Diversity & Outreach Program at 754-321-0550 or visit [www.browardschools.com/sdop](http://www.browardschools.com/sdop).
53. **SBBC MATERIAL NUMBER:** The seven-digit number shown in parenthesis at the beginning of an item on the Bid Summary Sheet represents SBBC's material number for the item. It does not represent any manufacturer/distributor model/part number.
54. **SBBC PHOTO IDENTIFICATION BADGE:**
- Background Screening:** Awardee agrees to comply with all the requirements of Sections 1012.32 and 1012.465, Florida Statutes, and that Awardee and all its personnel who (1) are to be permitted access to school grounds when students are present, (2) will have direct contact with students, or (3) have access or control of school funds shall successfully complete the background screening required by the referenced statutes and meet the standards established by the statutes. **Personnel shall include employees, representatives, agents or sub-contractors performing duties under the contract to SBBC, and who meet any or all of the three requirements identified above.** This background screening shall be conducted by SBBC in advance of Awardee or its personnel providing any services. Awardee shall bear the cost of acquiring the background screening required under Section 1012.32, Florida Statutes, and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to Awardee and its personnel. The Parties agree that the failure of Awardee to perform any of the duties described in this section shall constitute a material breach of this ITB entitling SBBC to terminate immediately with no further responsibilities or duties to perform under this Agreement. Awardee agrees to indemnify and hold harmless SBBC, its officers and employees of any liability in the form of physical or mental injury, death or property damage resulting in Awardee's failure to comply with the requirements of this section or Sections 1012.32 and 1012.465, Florida Statutes.
- SBBC issued identification badges must be worn at all times when on SBBC property and must be worn where they are visible and easily readable.**
- As of July 1, 2015, Fieldprint, Inc. has been contracted to provide all background and fingerprinting services. All questions pertaining to fingerprinting, photo identification and background check services must be directed to the Project Coordinator at 754-321-1830 or 754-321-2374. **Each individual, for whom a SBBC photo identification badge is requested, must be registered into the Fieldprint, Inc. applicant enrollment website.** A background check shall be conducted for each badge applicant. SBBC reserves the right to require additional information, should it be necessary, and to deny the issuance of a badge to an applicant. Any applicant, that has been denied a badge, is prohibited from entering SBBC property as an employee, sub-contractor or agent of a contract Awardee. **Applicant enrollment and scheduling website is [www.fieldprintflorida.com](http://www.fieldprintflorida.com).** The total fee(s) for the SBBC photo identification badge, fingerprinting and a FBI background check can be found at the following website: [http://www.broward.k12.fl.us/police/pdf/seccl/FIELDPRINT\\_CODES.pdf](http://www.broward.k12.fl.us/police/pdf/seccl/FIELDPRINT_CODES.pdf). Payment options can be made by electronic check (e-check), Visa, MasterCard or use of an established escrow account code. **These fees are non-refundable and are subject to change without notice. Badges are issued for a one-year period and must be renewed annually. The renewal date shall be one year from date of issuance. Failure to renew the badge, at that time, shall result in the Awardee being required to re-apply and pay the going rate for badging and fingerprinting.**
- Awardees shall return expired and/or terminated employee badges to the following location: The School Board of Broward County, Florida, Attn: Fieldprint, Inc., 600 S.E. 3<sup>rd</sup> Avenue, Fort Lauderdale, Florida 33301.**
55. **AUDIT AND INSPECTION OF AWARDEE'S DOCUMENTS AND RECORDS:** The District or its representative reserves the right to inspect and/or audit all the Awardee's documents and records as they pertain to the products and services delivered under this agreement. Such rights shall be exercised with notice to the Awardee to determine compliance with and performance of the terms, conditions and specifications on all matters, rights and duties, and obligations established by this agreement. Documents/records in any form shall be open to the District or State's representative and may include but are not limited to all correspondence, ordering, payment, inspection, and receiving records, contracts or sub-contracts that directly or indirectly pertain to the transactions between the District and the Awardee(s).
56. **ORIGINAL DOCUMENT FORMAT:** Only the terms and conditions of this solicitation as they were released by SBBC, or amended via Addendum, are valid. Any modification to any term or condition by a Bidder is not binding unless it is expressly agreed to, in writing, by SBBC.
57. **CREDIT CARDS:** Individual schools and departments may place some orders and utilize, as the form of payment, a District-issued credit card to the extent authorized by SBBC. These orders shall be made via phone or fax for direct delivery and billing to the requesting work location. Please note that credit card purchases will benefit all vendors by providing immediate payment (i.e. within 48-72 hours), thereby eliminating the need to submit an invoice to the District's Accounts Payable Department or reconcile receivable balances. For credit card purchases, all Awardees must have the capability to accept fax orders, which must be confirmed by calling back the requesting work location to verify prices and obtain a credit card number. Only actual items shipped/delivered can be charged to the credit card account (i.e., no back-orders). All purchase deliveries must include a packing slip or receipt/invoice listing the items and prices of goods delivered. For security reasons, the credit card charge receipt showing the work location's credit card number cannot be attached to the packing slip or receipt/invoice submitted as part of the purchase delivery. District work locations may request that an Awardee maintains secure records of the credit card account assigned an alias or password, to avoid divulging the actual credit card number upon every purchase.
58. **NONCONFORMANCE TO CONTRACT CONDITIONS:** Items offered may be tested for compliance with bid conditions and specifications at any time. Items delivered, not conforming to bid conditions or specifications, may be rejected and returned at Awardee's expense. Goods or services not delivered as per delivery date in bid and/or Purchase Order may be rejected upon delivery and/or may be purchased on the open market. Any increase in cost may be charged against the Awardee. Any violation of these stipulations may also result in:
- For a period of two years, any bid submitted by Awardee shall not be considered and shall not be recommended for award.
  - All departments being advised not to do business with Awardee.
59. **CONE OF SILENCE:** Any Bidder, or lobbyist for a Bidder, is prohibited from having any communications (except as provided in this rule) concerning any solicitation for a competitive procurement with any School Board member, the Superintendent, any Evaluation Committee Member, or any other School District employee after Procurement and Warehousing Services releases a solicitation to the General Public. All communications regarding this solicitation shall be directed to the designated Purchasing Agent unless so notified by Procurement and Warehousing Services. This "Cone of Silence" period shall go into effect and shall remain in effect from the time of release of the solicitation until the contract is awarded by SBBC. Further, any Awardee, its principals, or their lobbyists shall not offer campaign contributions to School Board Members or offer contributions to School Board Members for campaigns of other candidates for political office during the period in which the Awardee is attempting to sell goods or services to SBBC. This period of limitation of offering campaign contributions shall commence at the time of the "cone of silence" period for any solicitation for a competitive procurement as described by School Board Policy 3320, Part II, Section GG as well as School Board Policy 1007, Section 5.4 – Campaign Contribution Fundraising. **Any Bidder or lobbyist who violates this provision shall cause their Bid (or that of their principal) to be considered non-responsive and therefore be ineligible for award.**
60. **TERMINATION:** This contract award may be terminated with or without cause by SBBC during the term hereof thirty (30) days after the Superintendent gives written notice to the other parties that a recommendation shall be made to SBBC for the contract award's termination.
61. **EVALUATION AND BIDS:** SBBC evaluates all Bids in accordance with Chapters 119.071 and 286.0113, Florida Statutes.

62. **MEET OR RELEASE:** If during the contract term, SBBC is offered a lower price from a third party supplier for a product or service awarded under this contract, or offers another item that meets or exceeds the specifications for the item at a lower price than the awarded price, SBBC shall request Awardee to meet the lower price offered by the third party supplier. Awardee shall be required to respond to this request within three (3) days of request. If Awardee is unable to meet the lower price, SBBC shall be released from its contractual obligation to purchase the item under this contract. No response to this request shall indicate that Awardee is unable to offer item at a lower price. This action, purchasing awarded item from third party supplier, shall not hold SBBC in default of contract. Each purchase shall be considered separate and apart from each other.

63. **CONFIDENTIAL RECORDS:** Notwithstanding any provision to the contrary within this Contract, any party contracting with SBBC under this Contract shall fully comply with the requirements of Sections 1002.22 and 1002.221, Florida Statutes; Family Educational Rights and Privacy Act (FERPA), and any other state or federal law or regulation regarding the confidentiality of student information and records. Each such party agrees, for itself, its officers, employees, agents, representatives, contractors or subcontractors, to fully indemnify and hold harmless SBBC and its officers and employees for any violation of this section, including, without limitation, defending SBBC and its officers and employees against any complaint, administrative or judicial proceeding, payment of any penalty imposed upon SBBC, or payment of any and all costs, damages, judgments or losses incurred by or imposed upon SBBC arising out of a breach of this covenant by the party, or an officer, employee, agent, representative, contractor, or sub-contractor of the party to the extent that the party or an officer, employee, agent, representative, contractor, or sub-contractor of the party shall either intentionally or negligently violate the provisions of this section or of Sections 1002.22 and/or 1002.221, Florida Statutes.

*Awardee agrees that it may create, receive from or on behalf of SBBC, or have access to, records or record systems that are subject to FERPA and/or HIPAA (collectively, the "Confidential Records"). Awardee represents, warrants, and agrees that it shall: (1) hold the Confidential Records in strict confidence and shall not use or disclose the Confidential Records except as (a) permitted or required by this Agreement, (b) required by law, or (c) otherwise authorized by the SBBC in writing; (2) safeguard the Confidential Records according to commercially reasonable administrative, physical and technical standards as required by law; and (3) continually monitor its operations and take any and all action necessary to assure that the Confidential Records are safeguarded in accordance with the terms of this Agreement. At the request of the SBBC, Awardee agrees to provide SBBC with a written summary of the procedures Awardee uses to safeguard the Confidential Records. A breach of these confidentiality requirements shall constitute grounds for the SBBC to terminate any Agreement with Awardee.*

64. **PROPRIETARY INFORMATION:** Pursuant to Chapter 119, Florida Statutes, bids received as a result of this ITB shall not become public record until thirty (30) days after the date of opening or until posting of the recommendation for award, whichever occurs first. Thereafter, all bid documents or other materials submitted by all Bidders in response to this ITB shall be open for inspection by any person and in accordance with Chapter 119, Florida Statutes. To the extent a Bidder asserts any portion of its bid is confidential and exempt, long with specific citations of the Florida Statutes establishing the confidentiality or exemption. Failure to identify the portions of the bid claimed to be exempt or the specific statutory authority establishing the exemption shall be deemed a waiver by the Bidder that any unidentified portion of the bid is confidential or exempt from disclosure under Chapter 119, Florida Statutes.

Should a public records request for bid documents or other materials submitted by a Bidder be submitted, SBBC shall notify the contact person identified in the bid of the request in writing. The notice provided shall indicate that requested materials shall be produced unless, within ten (10) calendar days of the date of the written notification, the Awardee initiated an action in a court of competent jurisdiction to obtain an injunction or protective order prohibiting the release of the requested materials. Awardee shall name the party requesting the materials as a defendant and shall not name SBBC as a party to the action. Awardee agrees to hold SBBC harmless from any award to a plaintiff for damages, costs or attorney's fees based on nondisclosure of information asserted to be confidential and exempt. Failure to timely initiate the action shall be deemed a waiver by the Awardee that the requested information is confidential and exempt. Awardee agrees to waive any cause of action it may have against SBBC for the release of materials pursuant to a public records request except those based on the intentional or grossly negligent conduct of any employee of SBBC. Submission by a Bidder in response to this ITB shall be deemed as Bidder's consent to the foregoing conditions.



## SECTION 4, SPECIAL CONDITIONS

1. **INTRODUCTION AND SCOPE:** The School Board of Broward County, Florida (hereinafter referred to as "SBBC") desires bids on **Piano Service and Maintenance** as specified herein. The bid facilitates the music curriculum repair and maintenance services for all schools throughout the District and is a highly specialized field requiring expert knowledge of the instrument, its components, and musical tendencies. **The pianos are stored at the various schools throughout the District and the music facilitators request the services as needed.** Prices quoted shall include inside delivery to various schools, departments and centers and **must include mileage, travel time and other expenses.** SBBC reserves the right to limit awards to firms located in the **Tri-County Area ONLY, (Broward, Miami-Dade and Palm Beach Counties).** SBBC locations may issue open (blanket) purchase orders as required. Receipt of open orders does not authorize the release or shipment of any goods or service. For all open orders, items will be ordered on an as needed basis through the use of an order form. Shipments received as a result of an open order, where an order form has not been released, will not be accepted and no cost shall be incurred by SBBC as a result. The Awardee(s) shall receive individual Purchase Orders specifying the name and ship to address of the various schools, departments and centers.

Please submit:

- One (1) hard-copy bid, including the Bid Summary Sheet
  - One (1) identical electronic version of the bid in PDF Format on a flash drive
  - Bid Summary Spreadsheet in an Excel (.xls) format on a flash drive
2. **TERM:** The award of this bid shall establish a contract for the period **beginning 7/1/2018 and continuing through 7/31/2021.** Bids shall not be considered for a shorter period of time. Items shall be ordered on an as-needed basis. If only one bid is received, the term of the contract shall be reduced to one year.
  3. **AWARD:** In order to meet the needs of SBBC, each item shall be awarded **BY GROUP** to one (1) primary and one (1) alternate responsive and responsible Bidder meeting specifications, terms and conditions. The lowest Awardee for an item or group shall be considered the primary vendor and should receive the largest volume of work. Therefore, it is necessary to bid on every item in the group, and all items in the group must meet specifications in order to have the bid considered for award. Unit prices must be stated in the space provided on the Bid Summary Sheet.

SBBC reserves the right to procure goods from the second lowest Bidders for **any** of the below:

- a) The lowest Bidder cannot comply with delivery requirements or specifications;
- b) The lowest Bidder is not in compliance with delivery requirements or specifications on current or previous orders;
- c) In cases of emergency;
- d) If it is in the best interest of SBBC.

When a bid has both a primary and alternate Awardee, and the primary Awardee is unable to perform during the term of the contract, Procurement and Warehousing Services shall negotiate with the alternate Awardee for the same or lower unit prices as those submitted by the primary Awardee.

After award of this bid, any Awardee who violates any specification, term or condition of this bid can be found in default of its contract, have its contract canceled, be subject to the payment of liquidated damages, and be removed from the bid list and not be eligible to do business with SBBC for two years, as described in General Conditions 21 and 58.

**REVISED**

4. **INFORMATION:** Any questions by prospective Bidders concerning this Invitation to Bid should be addressed to Karlene Grant, Purchasing Agent III, **Procurement and Warehousing Services, 754-321-0542 or e-mail at [karlene.grant@browardschools.com](mailto:karlene.grant@browardschools.com)** who is authorized only to direct the attention of prospective Bidders to various portions of the bid so they may read and interpret such for themselves. Neither Ms. Grant, nor any employee of SBBC, is authorized to interpret any portion of the bid or give information as to the requirements of the bid in addition to that contained in the written bid document. **Questions should be submitted in accordance with General Condition 5.** Interpretations of the bid or additional information as to its requirements, where necessary, shall be communicated to Bidders only by written Addendum. Any verbal or written information, which is obtained other than by information in this ITB document or by Addenda, shall not be binding on SBBC.
5. **CONTRACT RENEWAL:** The purpose of this bid is to establish a contract, at firm unit prices, for the purchase of estimated requirements for the items listed. The term of the bid shall be for three (3) years, and may, by mutual agreement between SBBC and the Awardee, be renewed for two additional one-year periods and, if needed, 90 days beyond the expiration date of the final renewal period. Procurement and Warehousing Services, will, if considering renewing, request a letter of intent to renew from each Awardee, prior to the end of the current contract period. The Awardee shall be notified when the recommendation has been acted upon by the School Board. All prices shall be firm through the period stated in **Special Condition 6 - Price Adjustments** for the term of the contract. The Bidder(s) agrees to this condition by signing its bid.
6. **PRICE ADJUSTMENTS:** Prices offered shall remain firm through the first three (3) years of the contract. A request for price adjustment, with proper documentation justifying the adjustment, may be submitted, in writing, 30 days prior to the third anniversary date of the contract. Price adjustment requests shall be evaluated on an annual basis thereafter. Unit price adjustments must have written approval from SBBC prior to invoicing. Any unit price adjustment invoiced without written approval from SBBC shall not be paid and the invoice returned to the Awardee for correction. Requests for price adjustments shall not exceed 3% per adjustment.

**MINIMUM ELIGIBILITY: Special Conditions 7-9 MUST be completed in order to be eligible for Award**

7. **MINIMUM QUALIFICATIONS:** Bidder(s) shall **INCLUDE THE FOLLOWING DOCUMENTATION EITHER WITH THIS BID, OR UPON REQUEST PRIOR TO EVALUATION.** Repair representative(s) that will service the District for this Bid **MUST** have one (1) of the following:
  - A. Certified through an accredited music repair school.
  - B. Certified by a major manufacturer.
  - C. Continuously employed for three (3) or more years in piano repair business.
  - D. Apprenticed for three (3) or more years under a certified piano repairperson.
  - E. Have five (5) years working experience and/or five (5) years factory experience on tuning and service of pianos.
  - F. Proof that the **TUNERS' GUILD** has approved their experience on tuning, repairs, string replacement, hammer resurfacing, regulation and tone adjustment.

**WHERE CERTIFICATES ARE NOT AVAILABLE, LETTERS ON MANUFACTURER'S LETTERHEAD, VERIFYING TRAINING WILL BE ACCEPTABLE.**

**Failure to comply within time period specified will result in disqualification of bid submitted.**

**8. MANUFACTURER'S CERTIFICATION: DELETED**



9. **LOCAL REPAIR FACILITY:** In order to be considered for award, Bidder must have a local repair facility that can respond to service calls. For the purpose of this bid, "LOCAL" repair station means location in Broward, Miami-Dade or Palm Beach County. The repair station and service personnel must be authorized by the manufacturer of the services or product offered. **Proof of local repair facility that meets requirements must be submitted with the bid or upon request.** Failure to submit the required proof with the bid upon request shall result in disqualification of bid submitted. The repair facility must be owned and operated by the Bidder. **No third party repair will be acceptable.**

The Awardee, after being notified, shall **have all needed repairs started within 48 HOURS.** LOCAL repair station must be staffed with in-house factory trained personnel. **The repair station must be authorized by the manufacturer.** If the bid submitted is from other than the manufacturer, then proof that the local repair station is authorized by the manufacturer must be submitted with the bid or upon request. Failure to submit the required proof **with the bid or upon request** will result in disqualification, of bid submitted. Repairs can be made either at the school/department/center or at the LOCAL repair station. It is the responsibility of the Awardee or the Awardee's repair station to transport the equipment from and to the original location if repairs cannot be accomplished at the location. The Awardee's repair station shall be equipped with a complement of parts to adequately service and fulfill the guarantee of the items covered in this bid. **The name and address of the repair station must be submitted on the Bid Summary Sheet in location designated.** Awardee shall be completely and solely responsible for the coordination and completion of all repairs, including pickup at site and reinstallation of any equipment. Failure to include this information shall result in disqualification of bid submitted. Upon request, equivalent LOANER EQUIPMENT will be made available, if repairs cannot be completed at the location (school/department/center).

**A LOCAL (BROWARD COUNTY) OR A TOLL FREE TELEPHONE AND FAX NUMBER MUST BE PROVIDED AT NO EXPENSE TO SBBC. ANY BID THAT DOES NOT MEET THIS REQUIREMENT WILL NOT BE CONSIDERED FOR AWARD.**

10. **DELIVERY:** Bidder shall indicate earliest firm delivery date after receipt of the Purchase Order(s) for each item bid. Delivery must be a **maximum of 30 calendar days** after receipt of order (ARO).
11. **QUANTITIES:** The quantities listed on the Bid Summary Sheet are estimated quantities to be ordered throughout the contract period for each item and are not a guarantee. Actual quantities ordered throughout the contract period may be greater or less than the bid estimates and shall be furnished at the fixed contract price. Purchases shall be requested as needed throughout the contract period and as few as one each may be ordered at one time.
12. **REQUEST FOR REPAIR:**
- a) Written documentation from the Awardee is not necessary. It is necessary for schools to keep an internal record/log for every repair order.
  - b) Upon request, the Awardee will be expected to pick up, repair and return pianos presently owned by SBBC. **Turn-around-time will be two (2) weeks maximum. If the Awardee cannot guarantee repair and return within two weeks, then Awardee shall NOT pick up instruments from a school.**  
**Note:** Severe damage or instrument overhaul will be exempt from this condition. When pianos are returned, the school representative who requested the service will sign and date the work ticket/order form.
13. **REPAIRS DUE TO VANDALISM:** Vandalism is defined as evidence of willful and deliberate destruction or disabling of piano structure and/or inner and outer mechanisms, or any other damage deemed as vandalism after inspection by the Music Curriculum Supervisor or designee. Normal wear and tear or damage from the proper movement of the piano is not considered vandalism.
14. **WORK TICKET/ORDER FORM:** The Awardee(s) will be required to complete a work ticket on all equipment when received from school. The required information, per Section 6 must be shown on the ticket when the instrument is

returned and signed for by school representative. Work ticket shall include, but not be limited to, the following information:

- A. School's name and name of school representative requesting service.
- B. Dates of **BOTH** pick up and return of instruments.
- C. Brand and type of instrument.
- D. Model Number.
- E. Serial Number.
- F. School Board Property Number.
- G. Complaint.
- H. Work performed, including number of hours and parts used.
- I. Whether equipment was picked-up by vendor or delivered by instructor.
- J. Whether a loaner was provided until repairs were completed.
- K. Technician's signature.
- L. School Board Representative's signature and **DATE OF SAME**.

- The work ticket will be made in triplicate: One copy for the school's file, one copy for the Awardee(s) file, and one copy for payment purposes.
- The hourly rate quoted (on the Bid Summary Sheet) will be firm for the contract period. Parts will be billed as a separate item showing both the manufacturer's list price and the percentage discount (-) specified on the Bid Summary Sheet. There will be no additional charges for mileage and/or travel time.
- All work tickets must be signed and dated by the school representative who requested the service. **NO INVOICE WILL BE PROCESSED FOR PAYMENT WITHOUT A SIGNATURE AND DATED WORK TICKET.**
- Failure of the Awardee to fill in the sections required will be cause for the school to delay payment until such information is furnished. Completed work may be billed weekly but no less often than monthly. **Invoices** should be sent to Accounts Payable, 600 S.E Third Avenue, Fort Lauderdale, Florida, 33301. The final invoice and final statement must be submitted within 30 days of purchase order expiration.

15. **PURCHASE ORDERS:** SBBC does not guarantee payment for repairs and/or services, which exceed the dollar amount of the Purchase Order issued. **SBBC will not be responsible for any repairs of equipment without a School Board property number or for any repairs without a Purchase Order in place.**

16. **WARRANTY:** The Awardee shall fully guarantee the cost of parts and labor (except for abusive or operator incurred damage which could have been avoided by referring to instructional manual) for a period of **one (1) year for all items** after date of delivery and installation to provide SBBC with an "**on-site**" warranty. In the event a dispute on requested repairs between SBBC and the Awardee, the decision of SBBC shall be final and binding on both parties.

Awardee may or may not include manufacturer's warranty; however, it will be the responsibility of the Awardee to warrant all new purchases for **one year "on-site"** after date of delivery and installation at no additional charge to SBBC. **Failure to furnish full one-year warranty as specified shall result in disqualification of bid submitted.**

17. **PARTS:** Replacement parts shall be only Original Equipment Manufacturer (OEM), or will be approved by SBBC prior to use. Any Bidder submitting a bid including other than OEM parts, must show, upon request, that its source of supply is from a company routinely involved in the distribution of components for musical instruments.

18. **PARTS PRICE LIST:** Awardee(s) must furnish, with the bid or upon request, one (1) copy of **CURRENT** manufacturer's price list, computer printout, catalog or manufacturer's net cost sheet with percentage discount (-) for each manufacturer offered on Bid Summary Sheet. It will be the responsibility of the Awardee(s) to furnish a copy of current price list updates as they become available. **Failure on the part of the Awardee(s) to furnish current price list updates will result in all payments being based on the last update received and increased billing will not be honored.**

In addition, Awardee shall furnish upon request two (2) copies of their current parts price list, which will indicate all parts required to service and maintain pianos. Additional parts may be added to this list prior to invoices being paid.

19. **SERVICE:** Awardee(s) shall be expected to service, upon request, existing pianos presently in use by SBBC.
20. **WORK SCHEDULE:** If requested, Awardee will construct a monthly schedule for the Music Curriculum Supervisor and the Capital Assets Department showing the timeline for completion of all required maintenance and repair. The schedule will be prepared and delivered to the Music Curriculum Supervisor at the beginning of each month of the bid.
21. **CANCELLATION:** Any contract awarded as a result of this bid will be subject to cancellation at any time by SBBC, including, but not limited to, the following reasons:
  - A. Failure to respond and schedule service requested within contract time period.
  - B. Use of service personnel that are **NOT** qualified to perform services specified by this subject contract.
  - C. Technician's unsatisfactory workmanship, unacceptable attitude or behavior of technicians on service calls, unsatisfactory communication by technician and unacceptable appearance of service personnel.
  - D. Failure to maintain and/or furnish required records on equipment repaired and/or serviced.
  - E. Failure to schedule emergency calls for repair within contract time period.
  - F. Unsatisfactory evaluation by designated School Board representative monitoring technician's performance when equipment is being serviced.
22. **ADDING OR DELETING SITES:** SBBC may, during the term of the contract, add or delete service, wholly or in part, at any SBBC site. In the event that a site listed herein is deleted, the quoted cost for the product/service(s) being deleted shall be removed from the monthly invoice amount. In the event that a site not listed herein is added to the contract, the Bidder shall invoice the same amount as prices quoted herein for similar product/service(s).
23. **BRAND STANDARDIZATION:** In accordance with SBBC Policy 3320, Part II, Rule R., Bids shall be accepted only on the brands specified.
24. **COMPANY REPRESENTATIVE:** Bidder(s) should indicate, in the space provided on the Bid Summary Sheet, the name, address, telephone number, etc., of the representative who could make scheduled visits to the schools/departments and who shall be available, upon request, to resolve billing and delivery problems.
25. **PRICE REDUCTIONS:** If, from date of bid opening, the Awardee either bids the same service/product at a lower price than offered to SBBC or reduces the price of the bid product, the lowest of these reduced prices shall be extended to SBBC.
26. **PROTECTION OF WORK, PROPERTY AND PERSONNEL:** The Awardee shall at all times guard against damage and/or loss to the property of SBBC, and shall replace and/or repair any loss or damages unless caused by SBBC. SBBC may withhold payment or make such deductions, as it might deem necessary, to insure reimbursement for loss and/or damages to the property through negligence of the Awardee. The Awardee shall take the necessary safety precautions to protect both personnel and property while the work is in progress.
27. **W-9 FORMS:** All Bidders are required to complete a W-9 form; it can be found at <https://www.irs.gov/pub/irs-pdf/fw9.pdf> , and submit with their bid.
28. **S/M/WBE UTILIZATION:** SBBC has implemented a Small/Minority/Women Business Enterprise (S/M/WBE) Program as part of the SBBC's competitive solicitation and contracting activity in accordance with School Board Policy 7007-A Administrative Procedures for The School Board of Broward County, Florida's Supplier Diversity & Outreach Program. The purpose of the program is to utilize available minority and women businesses with in the Board's market area to compete for the award of SBBC purchasing contracts. An S/M/WBE is defined by SBBC as any legal entity, other than

a joint venture, which is organized to engage in commercial transactions and which is at least 51% owned, operated and controlled by minorities or women. For information on S/M/WBE Certification, contact SBBC's Supplier Diversity & Outreach Program at 754-321-0550 or visit [www.browardschools.com/sdop](http://www.browardschools.com/sdop). SBBC's Supplier Diversity & Outreach Program works to increase the participation of minority and women business enterprises in construction and purchasing contracts. It is the intent of the Supplier Diversity & Outreach Program to have a diverse group, as well as an equitable distribution of S/M/WBEs participating on any award of this Bid.

29. **S/M/WBE UTILIZATION REPORTING:** In an effort to monitor the achievement of the S/M/WBE goal the Awardee(s) agrees to submit, a completed Monthly S/M/WBE Utilization Report form, attached hereto as Exhibit "A1" and made a part of this contract. The timing of these reports must coincide with invoice submission. In addition to the S/M/WBE Utilization Report form, Awardee(s) shall also provide proof of payment made to each S/M/WBE Subcontractor which shall take the form of cancelled checks or check register photocopies, or any other valid form of documentation that serves to substantiate all payment amounts included in the Subcontractor Utilization Report. The Awardee(s) understands that each S/M/WBE utilized for the contract must be certified by SBBC, Supplier Diversity & Outreach Program Office.

#### **Submission of Subcontractor Utilization Plan (if applicable)**

Identify all S/M/WBE firms (if any) which will be utilized as Subcontractors in this Procurement. The respondent must provide proof that each firm to be utilized as a subcontractor is certified by SBBC as a business enterprise. Each S/M/WBE subcontractor shall be listed in the Subcontractor Utilization Plan (as defined below) and shall be submitted with the proposal. The listing of S/M/WBEs in the Subcontractor Utilization Plan attached with each proposal shall constitute the respondent's representation to SBBC that the certified firms are technically and financially qualified and available to perform the assigned work. Failure to provide complete and accurate information shall result in the proposal being deemed non-responsive.

The Subcontractor Utilization Plan shall consist of the following documentation, which must be attached to the qualifications statement:

1. Exhibit A1.2, S/M/WBE Subcontractor Participation Schedule, which must be signed by the Submitting Firm.
2. Exhibit A1.1, Statement of Intent to Perform as a S/M/WBE Subcontractor Form for each S/M/WBE firm, which must be signed by each Subcontractor that has been selected for the project.

If percentages vary between Exhibit A1.1 and A1.2, the percentages on Exhibit A1.1 will be used to determine participation. If Exhibit A1.2 is not signed by the subcontractor, participation attributed to the listed vendor will not be included even if they are listed on A1.1. If no percentage is listed, submitting firm will not receive points. If a percentage range is provided for a particular subcontractor on the Statement of Intent to Perform as a Certified Business Enterprise Subcontractor, the higher determined percentage in the range will be used to calculate participation and therefore, effectively, represents the prime's commitment to the contract goal.

Any participation by firms not certified by SBBC at the time of proposal submission will not count towards goal attainment. SDOP will evaluate, on a case by case basis, participation of firms certified by SBBC at the time of proposal submission, but whose certification expires prior to the evaluation of the qualification statement, to determine whether points may be allocated for the participation assigned to that firm. Bidders are strongly encouraged to contact the SBBC's Supplier Diversity Outreach Program Office at (754) 321-0550 well in advance of the date set for receipt of proposals to allow sufficient time for review and determination of eligibility and business enterprise certification.

30. **SUPPLIER DIVERSITY OUTREACH PROGRAM (SDOP)**

**SBE Participation:** SBBC has implemented a Supplier Diversity Outreach Program (SDOP) as part of the SBBC's competitive solicitation and contracting activity in accordance with School Board Policy 3330, Supplier Diversity Outreach Program. SBE is defined as an enterprise whose annual revenues and number of employees shall be no greater than fifty percent (50%) of the small business size standards for its industry(ies) as established by the U.S. Small Business Administration and meets significant business presence requirements as defined in Policy 3330.

**SBBC has not set a participation goal for this solicitation, but SBE participation is strongly encouraged. No points shall be awarded for SBE participation.**

If a Proposer intends to utilize SBE firms as a subcontractor on this contract, the SBE firms shall be certified by SBBC at the time of bid. At the time of the bid, the Proposer shall identify all SBE firms (if any) which will be utilized by using the *S/M/WBE Subcontractor Participation Schedule* and Statement of Intent to Perform as an S/M/WBE Subcontractor located in **Attachment A**. If the Proposer is SBE - Certified by SBBC, the Proposer should also be listed on the S/M/WBE Participation Schedule.

SBE firms utilized for this contract must be certified by the SBBC Supplier Diversity Outreach Program at the time the bid is due. For information on SBE Certification or to view the current list of SBBC-Certified firms, contact the SBBC Supplier Diversity Outreach Program Office at 754-321-0550 or visit [www.browardschools.com/sdop](http://www.browardschools.com/sdop). The SBBC Supplier Diversity Outreach Program works to increase the participation of small, minority and women-owned business enterprises in construction and purchasing contracts. It is the intent of the School Board of Broward County to have a diverse group of vendors to participate in the procurement process.

Please go to the following link to view the current list of SBBC S/M/WBE-Certified firms:  
<http://www.broward.k12.fl.us/supply/sdop/vendorlist.html>

**31. ITB TIMELINE:**

- |   |           |
|---|-----------|
| a. Release of ITB:  | 3/22/2018 |
| b. Written Questions due on or before 5:00 p.m. ET<br>in Procurement & Warehouse Service Department:  | 4/13/2018 |
| c. Proposals due on or before 2:00 p.m. ET<br>in Procurement & Warehousing Service Department:<br>Proposal Opening will be at:<br>7720 West Oakland Park Blvd., Suite 323,<br>Sunrise, Florida 33351-6704 | 4/23/2018 |
| d. Posting of Recommendation :  | 4/30/2018 |

## SECTION 5, BID SUMMARY SHEET

**BID SUMMARY SHEET:** Vendor **MUST** fill out the attached "Bid Summary Sheet" with the corresponding price per unit of measure as stated.

**COMPANY REPRESENTATIVE:** Vendor **MUST** fill out the attached "Bid Summary Sheet" with the contact information.

**REPAIR FACILITY:** Vendor **MUST** fill out the attached "Bid Summary Sheet" with the repair facility details.

**THIS FORM IS TO BE FILLED OUT ELECTRONICALLY, NO HANDWRITTEN BID SUMMARY SHEETS WILL BE ACCEPTED.**

## SECTION 6, BID SPECIFICATIONS

1. Services are to be scheduled during each school's normal business hours, Monday through Friday, from 7:00 a.m. to 3:30 p.m. Service calls can be scheduled up to 4:00 p.m. with the school's approval. Awardee shall respond and schedule a service call within **twenty-four (24) normal working hours after request**.

**EMERGENCY CALLS** - Equipment **MUST BE** serviced and/or repaired within **48 hours**. Awardee must justify to person requesting service/repair if equipment cannot be repaired as specified herein.

2. All service personnel must check in with the office manager (main office) for I.D. verification prior to any work being done. Badge must be visible at all times while on SBBC property.
3. Service technicians are required to have adequate repair parts on hand when performing service and repairs.
4. There will be no additional charges for mileage and/or travel time of service personnel. There will be no additional charges for moving pianos to and from vendor's shop for rebuilding.
5. **AWARDEE EVALUATION:** Awardee will be evaluated on response time, scheduling service, service performed (workmanship), appearance, attitude, communication and time equipment is out of service due to shop repairs, by designated representative requesting service.
6. Establish a separate flat rate for tuning and inspection, regulation/repair, and rebuilding of both Vertical and Grand pianos. These rates will be used when servicing and maintaining approximately 520 pianos as outlined in the attached current inventory of SBBC pianos. There are 264 pianos in elementary schools, 106 pianos in middle schools, 134 pianos in high schools and 16 pianos in centers. **Bid to include the addition of up to 20 new pianos per school year**. Before beginning work, Awardee will survey and clarify questions on existing inventory to obtain an accurate count of owned pianos. Awardee will keep the piano inventory updated and supply an updated copy to District Maintenance and the Music Curriculum Supervisor yearly. Pianos will receive work as outlined below.

7. **PRICES QUOTED TO INCLUDE:**

- Tuning of all elementary school pianos and center pianos **once per year** with additional tunings as required by SBBC personnel for specific performances.
- Tuning of all middle schools choral room pianos three (3) times per year and balance of pianos (band room, auditorium) once per year with additional tunings as required by SBBC personnel for specific performances.
- Tuning of all high school choral room pianos five (5) times per year and balance of pianos (band room, auditorium, practice rooms) two (2) times per year with additional tunings as required by SBBC personnel for specific performances.
- Repair of all middle school pianos on an **as-needed basis** requested by SBBC personnel to a toll-free phone number supplied by Awardee.
- Repair of all elementary school pianos and center pianos on an **as-needed basis** requested by SBBC personnel to a toll-free phone number supplied by Awardee.
- Regulation/repair of elementary school and center pianos once every two (2) years, (140 pianos in year 1 and 140 pianos in year 3. Regulation/repair to be scheduled for Year 1 and Year 3.
- Regulation/repair of middle school pianos once every two years (53 pianos in year one and 53 pianos in year two of a two-year bid). Regulation/repair to be scheduled for Year 1 and Year 3.
- Regulation/repair of high school choral room pianos once per year with balance of pianos regulated once every two years. Regulation/repair to be scheduled for Year 1 and Year 3.
- Installation of security locks, casters, frames and dollies on an **as-needed basis** at request of SBBC personnel, at only the cost of parts.
- Repair of all high school pianos on an **as-needed basis** requested by SBBC personnel to a toll-free phone number supplied by Awardee.



8. Rebuild twelve (12) pianos during the three-year bid. This includes, but is not limited to: bass string, treble strings (1/2 lb. of wire per size per piano), tuning pins (one set per piano), replacement decals (as needed per soundboard of pianos), damper felt (French felt when available), hammers, shanks and repetitions. Approval must be given by the Music Curriculum Supervisor prior to the rebuilding of any piano. An evaluation stating reasons for rebuild must be provided.
9. The Awardee will invoice monthly. Work done under the additional information section may be invoiced as work is completed and SBBC signatures verifying satisfactory completion are obtained.
10. Refinishing of cases will be done **at request** of SBBC as a separate billed item. Upon request, Awardee will furnish a written cost estimate. Work will be done only after approval by the Curriculum Supervisor, Music and Performing Arts K-12.
11. If requested, fit all existing pianos with large size safety wheels and castors.

### **BID SUMMARY SHEET ITEM A**

#### **Vertical Piano Regulation/Repair Price to include:**

**Steps 12 - 35 must be done to each of the 88 keys on the piano**

1. Remove action
2. Tighten all screws
3. Reshape hammers
4. Clean piano and action
5. Make necessary repairs to broken action parts, key bushings, springs and damper flanges
6. Align and tighten regulating rail
7. Align damper lift rod
8. Travel hammers
9. Replace key bushings where necessary
10. Space hammers to strings
11. Space and square backchecks
12. Space and square keys recheck key bushings at this time
13. Set hammer stroke
14. Level keys
15. Regulate key dip
16. Travel hammers
17. Space hammers to strings
18. Regulate una corda pedal
19. Space whippens to hammers
20. Regulate jacks to knuckles
21. Regulate repetition lever height
22. Regulate hammer line
23. Regulate hammer rail
24. Regulate letoff
25. Regulate hammer drop
26. Regulate hammer checking
27. Regulate repetition spring tension
28. Regulate key strip rail
29. Regulate dampers to keys
30. Regulate damper stop rail
31. Regulate dampers to damper lift rail
32. Regulate sustaining pedal to lift rail
33. Regulate sostenuto mechanism and pedal
34. Regulate hammer lift rail, if present
35. Regulate striking point, if adjustable
36. Voicing of piano as necessary (tonal regulation)

**BID SUMMARY SHEET ITEM B**  
**Grand Piano Regulation/Repair Price to include:**

**Steps 12 - 35 must be done to each of the 88 keys on the piano**

1. Tighten all plate and cabinet screws
2. Remove action
3. Tighten damper lever flange screws; repair damper action as needed
4. Clean piano
5. Tighten all action screws
6. Reshape hammers
7. Clean action
8. Remove action and keys from key frame
9. Make necessary action repairs
10. Align key frame to key bed
11. Regulate key frame glides
12. Replace key bushings if necessary
13. Square and space keys
14. Level keys
15. Regulate key dip
16. Travel hammers
17. Space hammers to strings
18. Regulate una corda pedal
19. Space whippens to hammers
20. Regulate jacks to knuckles
21. Regulate repetition lever height
22. Regulate hammer line
23. Regulate hammer rail
24. Regulate letoff
25. Regulate hammer drop
26. Regulate hammer checking
27. Regulate repetition spring tension
28. Regulate key strip rail
29. Regulate dampers to keys
30. Regulate damper stop rail
31. Regulate dampers to damper lift rail
32. Regulate sustaining pedal to lift rail
33. Regulate sosenuoto mechanism and pedal
34. Regulate hammer lift rail, if present
35. Regulate striking point, if adjustable
36. Voicing of piano as necessary (tonal regulation)

**BID SUMMARY SHEET ITEM C**  
**Tuning and Inspection of Grand and Vertical Pianos Price to include:**

1. Log brand name, serial number, School Board I.D. of piano with school location on work ticket.
2. Inspect for mechanical repairs and the make of the piano if necessary.
3. Check to see that piano moves easily and will not fall over to injure a student or staff member.
4. Clean interior of piano with vacuum.
5. Tune piano to A=440 or A=442 if desired by music teacher. Do a pitch raise if necessary.
6. Replace broken string if any (no charge to SBBC for strings).
7. If piano is beyond staying in tune and repair, write a report to SBBC Music Curriculum Supervisor with recommendations as to its condition.

8. Document work done to piano on work ticket and acquire signature of music teacher, bookkeeper, or custodian upon completion of work on piano.
9. Technician will stock parts as per piano inventory to make repairs in one visit where possible.

**BID SUMMARY SHEET ITEM D & E**  
**Rebuilding of Grand and Vertical Pianos Price to include:**

1. Moving of instrument to piano shop and back to school will be the responsibility of the Awardee and will be included in the rebuilt price stated on the Bid Summary Sheet.
2. Remove action from piano
3. Remove dampers
4. Remove dampers guides
5. Proper removal of all strings, tuning pins, and underlining felt
6. Removal of plate bolts and metal plate from case
7. Strip, sand, and paint metal plate to factory gold color
8. Scrape old varnish off soundboard and repair cracks and ribs if necessary
9. Refinish soundboard with high-grade varnish and replace soundboard decal if applicable.
10. Replace pin block if cracked.
11. Repair and replace damper guides
12. Replace damper felt with new (French felt if possible)
13. Replace metal plate and adjust bearing to factory specs
14. Install new underlining felt
15. Put on new bass and treble strings with new nickel plated tuning pins two sizes larger than one removed.
16. Replace hammers, shanks, and repetitions on action if necessary
17. Regulate grand action as items listed under Grand Action Regulation
18. Inspect pedal assembly and repair if necessary
19. Replace key bushings where necessary
20. Replace key tops both white and black where necessary
21. Tune piano six times before returning to school
22. Inspect all work at school location and tune three (3) additional times
23. Repair of cabinet, legs and any other structural defect.

## **SECTION 7, FORMS AND ATTACHMENTS**

Please fill out all attachments below. Some attachments must be notarized.

ATTACHMENT 1

DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST AND CONFLICTING EMPLOYMENT OR CONTRACTUAL RELATIONSHIP

Bidder's Company Name \_\_\_\_\_

In accordance with General Condition 11, each Bidder must disclose in its Bid, the names of any employees who are employed by Bidder who are also an employee of SBBC. Persons identified below may have obligations and restrictions applicable to them under Chapter 112, Florida Statutes.

Name of Bidder's Employee	SBBC Title or Position of Bidder's Employee	SBBC Department/ School of Bidder's Employee
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Check one of the following and sign:

I hereby affirm that there are no known persons employed by Bidder who are also an employee of SBBC.

I hereby affirm that all known persons who are employed by Bidder who are also an employee of SBBC have been identified above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Company Name

03/28/13

**ATTACHMENT 2  
DRUG FREE WORKPLACE**

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA**

SWORN STATEMENT PURSUANT TO SECTION 287.087, FLORIDA STATUTES, AS CURRENTLY ENACTED OR AS AMENDED FROM TIME TO TIME, ON PREFERENCE TO BUSINESSES WITH DRUG-FREE WORKPLACE PROGRAMS.

**Bidder's Company Name** \_\_\_\_\_

**THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.**

This sworn statement is submitted to The School Board of Broward County, Florida,

by \_\_\_\_\_  
(Print individual's name and title)

for \_\_\_\_\_  
(Print name of entity submitting sworn statement)

whose business address is \_\_\_\_\_

and (if applicable) its Federal Employer Identification Number (FEIN) is \_\_\_\_\_  
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: \_\_\_\_\_.)

I certify that I have established a drug-free workplace program and have complied with the following:

1. Published a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that shall be taken against employees for violations of such prohibition.
2. Informed employees about the dangers of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Given each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notified the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee shall abide by the terms of the statement and shall notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five days after such conviction.
5. Shall impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
6. Am making a good faith effort to continue to maintain a drug free workplace through implementation of this section.

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. \_\_\_\_\_ (Signature)  
 Personally known \_\_\_\_\_ or \_\_\_\_\_  
 Produced Identification \_\_\_\_\_ Notary Public – State of \_\_\_\_\_  
 \_\_\_\_\_ My commission expires: \_\_\_\_\_  
 (Type of Identification)

## ATTACHMENT 3

### MINIMUM LIMITS OF INSURANCE REQUIREMENTS

**Insurance Requirements.** Vendor shall comply with the following insurance requirements throughout the term of this Agreement.

**General Liability.** Limits not less than \$1,000,000 per occurrence for Bodily Injury/ Property Damage; \$1,000,000 General Aggregate. Limits not less than \$1,000,000 for Products/Completed Operations Aggregate.

**Workers' Compensation.** Florida Statutory limits in accordance with Chapter 440; Employer's Liability limits not less than \$100,000/\$100,000/\$500,000 (each accident/disease-each employee/disease-policy limit).

**Auto Liability.** Owned, Non-Owned and Hired Auto Liability with Bodily Injury and Property Damage limits of not less than \$1,000,000 Combined Single Limit.

If Awardee does not own any vehicles, hired and non-owned automobile liability coverage in the amount of \$1,000,000 shall be accepted. In addition, an affidavit signed by the Awardee must be furnished to SBBC indicating the following:

\_\_\_\_\_ (Awardee Name) does not own any vehicles. In the event insured acquires any vehicles throughout the term of this agreement, insured agrees to provide proof of "Any Auto" coverage effective the date of acquisition.

**Acceptability of Insurance Carriers.** The insurance policies shall be issued by companies qualified to do business in the State of Florida. The insurance companies must be rated at least A- VI by AM Best or Aa3 by Moody's Investor Service.

**Verification of Coverage.** Proof of Insurance must be furnished within 15 days of execution of this Agreement. To streamline this process, SBBC has partnered with EXIGIS RiskWorks to collect and verify insurance documentation. All certificates (and any required documents) must be received and approved by SBBC before any work commences to permit Awardee time to remedy any deficiencies. EXIGIS RiskWorks will send an email notification within three (3) business days after receipt of the award letter.

- New vendors will receive an email notification requesting account verification and insurance agent information.
- Existing vendors will receive an email notification of current status.

**Required Conditions.** Liability policies must contain the following provisions. In addition, the following wording must be included on the Certificate of Insurance:

1. The School Board of Broward County, Florida, its members, officers, employees and agents are added as additional insured.
2. All liability policies are primary of all other valid and collectable coverage maintained by the School Board of Broward County, Florida.
3. Certificate Holder: The School Board of Broward County, Florida, c/o EXIGIS Risk Management Services, P. O. Box 4668-ECM, New York, New York 10163-4668

**Cancellation of Insurance.** Vendors are prohibited from providing services under this Agreement with SBBC without the minimum required insurance coverage and must notify SBBC within two business days if required insurance is cancelled.

The School Board of Broward County, Florida reserves the right to review, reject or accept any required policies of insurance, including limits, coverage's or endorsements, herein throughout the term of this agreement.



**ATTACHMENT 4 – NOT APPLICABLE**

**See Special Condition 26**

**LEGAL OPINION OF BIDDER'S PREFERENCE**

**MUST BE COMPLETED BY ALL BIDDERS.**

**Bidder's Company Name** \_\_\_\_\_

**Section 1 must be completed by the Attorney for an Out-of-State Bidder**  
**Section 2 must be completed and signed by Florida Bidder**

**NOTICE:** The State of Florida provides a Bidder's preference for Bidders whose principal place of business is within the State of Florida for the purchase of personal property. The local preference is five (5) percent. Bidders whose principal place of business is outside the State of Florida must have an Attorney, licensed to practice law in the out-of-state jurisdiction, as required by Florida Statute 287.084(2), execute the "Opinion of Out-of-State Bidder's Attorney on Bidding Preferences" form, Section 7, Attachment 4, and must submit this form with submitted bid. Such opinion should permit SBBC's reliance on such attorney's opinion for purposes of complying with Florida Statute 287.084. Florida Bidders are not required to have an Attorney render an opinion but the Florida Bidder must complete its portion of this form. Failure to submit and execute this form, with bid, shall result in bid being considered "non responsive" and bid rejected.

**SECTION 1** \_\_\_\_\_ **LEGAL OPINION ABOUT OUT-OF-STATE BIDDING PREFERENCES**  
*(Must Select One)*

\_\_\_\_\_ The Bidder's principal place of business is in the State of \_\_\_\_\_ and it is my legal opinion that the laws of that state **do not grant a preference** in the letting of any or all public contracts to business entities whose principal places of business are in that state.

\_\_\_\_\_ The Bidder's principal place of business is in the State of \_\_\_\_\_ and it is my legal opinion that the laws of that state **grant the following preference(s)** in the letting of any or all public contracts to business entities whose principal places of business are in that state: [Please describe applicable preference(s) and identify applicable state law(s)]:

The undersigned attorney submits the foregoing opinions with the intention that they be relied upon by The School Board of Broward County, Florida in the letting of public contracts

Signature of out of state Bidder's attorney: \_\_\_\_\_

Printed name of out of state Bidder's attorney: \_\_\_\_\_

Address out of state Bidder's attorney: \_\_\_\_\_

Telephone number out of state Bidder's attorney: \_\_\_\_\_

E-Mail address out of state Bidder's attorney: \_\_\_\_\_

Attorney's state(s) of bar admission: \_\_\_\_\_

**SECTION 2** \_\_\_\_\_ **LEGAL OPINION ABOUT POLITICAL SUBDIVISION BIDDING PREFERENCES FOR A FLORIDA BIDDER ONLY**  
**ATTORNEY'S OPINION AND SIGNATURE NOT REQUIRED FOR FLORIDA BIDDERS**  
*(Must Select One)*

\_\_\_\_\_ The Bidder's principal place of business is in the political subdivision of Broward County, Florida.

\_\_\_\_\_ The Bidder's principal place of business is in the political subdivision of \_\_\_\_\_ and it is my legal opinion that the laws of that political subdivision **do not grant a preference** in the letting of any or all public contracts to business entities whose principal places of business are in that political division.

\_\_\_\_\_ The Bidder's principal place of business is in the political subdivision of \_\_\_\_\_ and it is my legal opinion that the laws of that political subdivision **grant the following preference(s)** in the letting of any or all public contracts to business entities whose principal places of business are in that political subdivision: [Please describe applicable preference(s) and identify applicable authority granting the preference(s)]: \_\_\_\_\_

The School Board of Broward County, Florida

## ATTACHMENT 5

### W-9 Form

Please retrieve the latest version of the W-9 form from the IRS website listed below:

<https://www.irs.gov/pub/irs-pdf/fw9.pdf>

- This form can be filled out online and printed for signature. Only page one (1) needs to be returned



**ATTACHMENT 6**

**ACH Payment Agreement Form (ACH CREDITS)  
 The School Board of Broward County, Florida  
 (See General Condition 10)**

**Bidder's Company Name** \_\_\_\_\_

**Authorization Agreement**

I (we) hereby authorize The School Board of Broward County to initiate automatic deposits (credits) to my account at the financial institution named below. Additionally, I authorize The School Board of Broward County to make the necessary debit entries/adjustments in the event that a credit entry is made in error.

Further, I agree not to hold **The School Board of Broward County** responsible for any delay or loss of funds due to incorrect or incomplete information supplied by me or by my financial institution or due to an error on the part of my financial institution in depositing funds to my account.

This agreement shall remain in effect until **The School Board of Broward County** receives written notification of cancellation from me or my financial institution and that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

**Account Information**

Name of Bank or Financial Institute: \_\_\_\_\_

Branch/ State \_\_\_\_\_

Routing No: \_\_\_\_\_

Account No: \_\_\_\_\_  
 VENDOR AREA: \_\_\_\_\_

Checking

Savings

Remittance Confirmation: (please select one) \_\_\_\_\_

Fax

Email

Federal Identification No. Vendor \_\_\_\_\_

TAX ID#

SS#

**Update Purchase Order Fax & Email Address**

Centralized Fax Number \_\_\_\_\_ Dept. \_\_\_\_\_

Centralized Email \_\_\_\_\_ Dept. \_\_\_\_\_

Centralized Phone No. \_\_\_\_\_ Dept. \_\_\_\_\_

**Signature**

Authorized Signature (Primary) and Business title: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Signature (Joint) and Business title: \_\_\_\_\_ Date: \_\_\_\_\_

Please attach a VOIDED check to verify bank details and routing number.

This form must be returned to: SBBC – Purchasing – Data Strategy Group  
 7720 W. Oakland Park Blvd, Sunrise FL 33351 call: 754-321-0516 or fax # 754-321-0533

**For Use by DATA STRATEGY GROUP**

Vendor Account# \_\_\_\_\_ Date Entered \_\_\_\_\_ Initials: \_\_\_\_\_

### SECTION 8, STATEMENT OF "NO BID"

If your company shall not be submitting a bid in response to this Invitation to Bid, please complete this Statement of "No Bid" Sheet and return, prior to the Bid Due Date established within, to:

The School Board of Broward County, Florida  
Procurement and Warehousing Services  
7720 West Oakland Park Boulevard, Suite 323  
Sunrise, Florida 33351

This information shall help SBBC in the preparation of future Bids.

Bid Number: \_\_\_\_\_ Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

Contact: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_ Facsimile: \_\_\_\_\_

<input checked="" type="checkbox"/>	Reasons for "NO Bid":
<input type="checkbox"/>	Unable to comply with product or service specifications.
<input type="checkbox"/>	Unable to comply with scope of work.
<input type="checkbox"/>	Unable to quote on all items in the group.
<input type="checkbox"/>	Insufficient time to respond to the Invitation to Bid.
<input type="checkbox"/>	Unable to hold prices firm through the term of the contract period.
<input type="checkbox"/>	Our schedule would not permit us to perform.
<input type="checkbox"/>	Unable to meet delivery requirements.
<input type="checkbox"/>	Unable to meet bond requirements.
<input type="checkbox"/>	Unable to meet insurance requirements.
<input type="checkbox"/>	Other (Specify below)

Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**EXHIBIT A1**

**SUPPLIER DIVERSITY OUTREACH PROGRAM FORMS**

The following forms are due (if applicable) at the time of Bid submittal:

1. Statement of Intent to Perform as an S/M/WBE Subcontractor ([Click Here](#))

Document Link: [http://www.broward.k12.fl.us/supply/sdop/docs/Forms-Policies/00470%20StatementofIntent\\_082017\\_Final.pdf](http://www.broward.k12.fl.us/supply/sdop/docs/Forms-Policies/00470%20StatementofIntent_082017_Final.pdf)

Document Preview:

2. Small/Minority/Women Business Enterprise Subcontractor Participation Schedule ([Click Here](#))

Document Link: [http://www.broward.k12.fl.us/supply/sdop/docs/Forms-Policies/ParticipationSchedule\\_082017\\_Final.pdf](http://www.broward.k12.fl.us/supply/sdop/docs/Forms-Policies/ParticipationSchedule_082017_Final.pdf)

Document Preview:

3. S/M/WBE Participation Good Faith Effort ([Click Here](#))

Document Link: [http://www.broward.k12.fl.us/supply/sdop/docs/Forms-Policies/GoodFaithEffortForm\\_101117\\_v4.pdf](http://www.broward.k12.fl.us/supply/sdop/docs/Forms-Policies/GoodFaithEffortForm_101117_v4.pdf)

Document Preview:

## EXHIBIT A1




### SUPPLIER DIVERSITY OUTREACH PROGRAM FORMS

The following forms are due (if applicable) after Bid has been awarded:

1. S/M/WBE Monthly Subcontractor Utilization Report ([Click Here](#))

Document Link: [http://www.broward.k12.fl.us/supply/sdop/docs/Forms-Policies/SMWBEMonthlySubcontractorUtilizationReport%20082017\\_Final.pdf](http://www.broward.k12.fl.us/supply/sdop/docs/Forms-Policies/SMWBEMonthlySubcontractorUtilizationReport%20082017_Final.pdf)

Document Preview:

 <b>Procurement &amp; Warehousing Services</b> Supplier Diversity Outreach Program Broward County Public Schools		Document Number 00485 Attachment _____	
<b>S/M/WBE MONTHLY SUBCONTRACTOR UTILIZATION REPORT</b>			
<b>SECTION I - GENERAL INFORMATION</b>			
<b>Project Name:</b>		<b>Contract Number and Work Order Number (if applicable):</b>	
<b>Report #:</b>	<b>Reporting Period:</b>	<b>S/M/WBE Contract Goal:</b>	<b>Contract Completion Date:</b>
	_____ to _____		
<b>Prime Contractor Name:</b>		<b>Project Manager (PM) Name:</b>	
<b>Prime Contractor Street Address:</b>			
<b>Prime Contractor Phone #:</b>	<b>Prime Contractor Email Address:</b>	<b>PM Phone #:</b>	<b>PM Email Address:</b>
<b>SECTION II - UTILIZATION INFORMATION</b>			
Prime Contractor must list ALL Certified and non-certified subcontractors that will be utilized for the entire contract period. For assistance in completing this form, please call the Supplier Diversity Outreach Program at (754) 321-0505.			
	FEDERAL	S/M/WBE	TOTAL
			AMOUNT PAID

## EXHIBIT B

### CERTIFICATION OF DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION LOWER TIER TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 45 CFR 1183.35, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211). Copies of the regulations may be obtained by going to this link: <http://www.gpo.gov/fdsys/granule/CFR-2011-title45-vol3/CFR-2011-title45-vol3-sec1183-35>

**(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON THE NEXT PAGE)**

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

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Organization Name

ITB Number 19-022N

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Name(s) and Title(s) of Authorized Representative(s)

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Signature(s)

Date

## EXHIBIT B

### INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion-Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-procurement List (Telephone Number).
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.





**Submit this form in electronic .xls format**  
**See Other Tabs**

<b>Bidder Info</b>	
Company Name	
Company Representative	
Email Address	
Phone Number	
Fax Number	
Website Address	
Street Address	
City	
State	
Zip Code	
After Hours Contact	
M/WBE Certification*	
Agency Issuer*	
<b>*Review General Condition 52 prior to completing</b>	

<b>Summary Sheet Instructions:</b>
1.) This form is to be filled out electronically, no handwritten summary sheets will be accepted
2.) All Fields in the Bidder Information box (above) should be filled in
Thank you for your cooperation!

<b>LOCAL REPAIR FACILITY</b>	
Repair Facility	
Name	
Street Address	
City	
State	
Zip Code	
Telephone Number	
Fax Number	

<b>Bidder Info</b>
Company Name:

**ITEM 1 - TO BE AWARDED AS A GROUP**

Bidder to state the following cost to service and maintain approximately 520 pianos.

1. Prices must include mileage, travel time and other expenses.
2. All prices quoted must include all items listed under Section 6, Bid Specifications.
3. The quantities listed are estimated amounts to be ordered throughout the contract period for each item and are not a guarantee.

Item #	Description	Unit/Measure	Estimated Quantity	Cost per Inspection/Maintenance	Total Cost
A	Vertical Regulation/Repair	Each/Per Hour	268	- \$	-
B	Grand Regulation/Repair	Each/Per Hour	25	- \$	-
C	Tunings and Inspection	Each/Per Hour	961	- \$	-
D	Vertical Rebuild	Each/Per Hour	3	- \$	-
E	Grand Rebuild	Each/Per Hour	1	- \$	-
F	Hourly labor cost for the repair of vandalized pianos	Each/Per Hour	1	- \$	-
	Delivery Time (ARO)	Days			
<b>TOTAL (Inclusive of A - F)</b>					<b>\$ -</b>

**Group 1 - PIANO SERVICE AND MAINTENANCE**



**SCHOOL INVENTORY**

19-022N

Piano Service and Maintenance

#	SBBC Location	Manufacturer	Model	Serial No.	SBBC ID No.	CONFIRM (Y/N)
1	Boyd H. Anderson High	Kawai	Grand KG-2	471490	76-10921	Y
2	Boyd H. Anderson High	Wurlitzer	Studio Upright 2924	1559905	81-26910	Y
3	Boyd H. Anderson High	Kimball	Grand 6710	D34125	83-25480	Y
4	Boyd H. Anderson High	Everett	Grand Upright	202053	76-11048	Y
5	Boyd H. Anderson High	Everett	Grand Upright	202057	76-11047	N
6	Boyd H. Anderson High	Kimball	Upright 460-S	T-812453	76-10922	N
7	Boyd H. Anderson High	Wurlitzer	Studio Upright 2924	1095135		Y
8	Boyd H. Anderson High	Kimball	Upright	921090		Y
9	Apollo Middle	Wurlitzer	Studio Upright 2924	1620719	81-31349	Y
10	Apollo Middle	Wurlitzer	Studio Upright 2924	1620716	81-31350	Y
11	Apollo Middle	Wurlitzer	Studio Upright 2924	1620253	81-31351	Y
12	Apollo Middle	Wurlitzer	Studio Upright 2924	1620715	81-31359	Y - SBBC ID No is 81-31352
13	Arthur R. Ashe, Jr. Middle	Kawai	Upright UST-7	A77522		
14	Arthur R. Ashe, Jr. Middle	Kawai	Upright UST-7	111670		
15	Atlantic West Elementary	Wurlitzer	Studio Upright 2925	1613418	82-17798	Y
16	Attucks Middle	Wurlitzer	Studio Upright 2925	1620499	81-35843	
17	Attucks Middle	Kimball	Studio 4430	D-10244	82-23658	
18	Attucks Middle	Kimball	Studio 4430	D-10214	82-23659	
19	Attucks Middle	Kimball	Grand	D-13229	82-23660	
20	Attucks Middle	Yamaha	Studio Upright P2	738964	BC 203	
21	Bair Middle	Wurlitzer	Studio Upright 2924	1232403	76-16420	
22	Bair Middle	Yamaha	Studio Upright P22	T215146	97-23243	
23	Bair Middle	Wurlitzer	Studio Upright 2960	1653731		
24	Banyan Elementary	Wurlitzer	Studio	1559511	81-28923	Y - RM 164
25	Banyan Elementary	Wurlitzer	Studio Upright 2925	1613161	81-37040	Y - RM 165
26	Banyan Elementary	Wurlitzer	Studio 2960	1613240	81-37041	Y - RM 166
27	Bayview Elementary	Yamaha	Console	233009	99-80607	
28	Bayview Elementary	Wurlitzer	Studio Upright 2924	1081025	75-187773	
29	Beachside Montessori Village	Kawai	UST-9	158573		N
30	Beachside Montessori Village	Kawai	UST-9	159936		N
31	Beachside Montessori Village	Kawai	Upright	F044865		Y
32	Beachside Montessori Village	Kawai	Upright	F051721		Y
33	BECON Instructional Television	Howard	Grand	217073	80-26342	
34	Bennett Elementary	Wurlitzer	Studio Upright 2960	1613155	82-10632	Y
35	Bennett Elementary	Wurlitzer	Studio Upright 2960	1613432	82-10633	N

**SCHOOL INVENTORY**

19-022N

Piano Service and Maintenance

36	Bennett Elementary	Wurlitzer	Studio Upright	428765	BC 164	N
37	Bennett Elementary	Musette	Console	432895		N
38	Bennett Elementary	Kawai	Upright BVST9	F036997	09-09605	Y
39	Mary M. Bethune Elementary	Yamaha	Baby Grand GH-1	B4490477	88-19477	Y
40	Mary M. Bethune Elementary	Wurlitzer	Studio Upright 2924	751967	88-15830	N
41	Mary M. Bethune Elementary	Wurlitzer	Studio Upright 2924	1077513	77-96764	N
42	Boulevard Heights Elementary	Kimball	464-S	T73574	89-12439	N
43	Boulevard Heights Elementary	Kimball	464-S	T73660	89-12440	Y
44	Boulevard Heights Elementary	Baldwin	Studio Upright	314379	78-26255	N
45	Bright Horizons Center	Wurlitzer	Studio Upright 2924	1528518	79-24230	Y
46	Bright Horizons Center	Cable Nelson	Console	262642	91-14343	Y
47	Broadview Elementary	Wurlitzer	Studio Upright 2924	885920	BC 178	Y
48	Broward Estates Elementary	Yamaha	Studio Upright P22	T182774	95-10100	Y
49	Broward Estates Elementary	Wurlitzer	Console	674450	BC 1	N -did not see
50	Broward Estates Elementary	Yamaha	Studio Upright P22	T82778	95-10113	Y- T182778
51	Castle Hill Elementary	Wurlitzer	Studio Upright	1077530	86-30756	Y
52	Castle Hill Elementary	Wurlitzer	Studio Upright 2924	871625	84-25626	N - Not at location
53	Castle Hill Elementary	Kawai	Studio Upright UST-7	A58913		y
54	Central Park Elementary	Kimball	Studio Upright 460-S	T83901	90-18915	Y
55	Challenger Elementary	Baldwin	243H	481865		Y - rm 109
56	Challenger Elementary	Baldwin	243H	483697		
57	Challenger Elementary	Baldwin	243H	481903		Y- rm 109B
58	Chapel Trail Elementary	Yamaha	Studio Upright P22	T194268	95-31288	Y
59	Chapel Trail Elementary	Yamaha	Studio Upright P22	T194174	95-31291	Y
60	Coconut Creek Elementary	Wurlitzer	Studio Upright 2924	107522	86-11080	Y
61	Coconut Creek Elementary	Wurlitzer	Spinnet	440249	79-27053	Y
62	Coconut Creek High	Kawai	Grand KG-2	471487	78-12496	N
63	Coconut Creek High	Kimball	Grand 6710	D357154	83-10922	Y
64	Coconut Creek High	Yamaha	Studio Upright P22	U174036	86-26337	Y
65	Coconut Creek High	Cable Nelson	Studio Upright	407723	78-12486	N
66	Coconut Creek High	Kohler and Campbell	Studio Upright	643321		N
67	Coconut Creek High	Yamaha	U-1	D-1250590	78-10980	Y
68	Coconut Creek High	Baldwin	Upright	358311	82-15955	Y
69	Coconut Palm Elementary	Baldwin	243HPAG10	482534	02-80683	Y
70	Coconut Palm Elementary	Baldwin	243HPAG10	482597	02-08375	Y
71	Colbert Elementary	Kimball	Upright 460-S	851361	74-05117	
72	Colbert Elementary	Wurlitzer	Studio Upright 2924	987018	87-23772	

**SCHOOL INVENTORY**

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Piano Service and Maintenance

73	Collins Elementary	Wurlitzer	Studio Upright 2924	1081026	BC 270	N
74	Collins Elementary	Yamaha	CP-60M Electric Piano	2924		Y
75	Cooper City Elementary	Kimball	Studio Upright 560-S	A57991	78-18964	
76	Cooper City Elementary	Wurlitzer	Studio Upright 2924	1077521	84-27587	
77	Cooper City High	Wurlitzer	Studio	1528575	79-25905	
78	Cooper City High	Kawai	Grand KG-2	471498	78-19811	
79	Cooper City High	Yamaha	Grand GH-2	5110668	93-18369	
80	Cooper City High	Baldwin	Studio Upright	272127	78-19814	
81	Cooper City High	Sohmer	45-S	187654	78-19816	
82	Cooper City High	Wurlitzer	Upright Console	679989	86-22976	
83	Cooper City High	Marshall and Wendell	Grand	Oct-21	Oct-21	
84	Coral Glades High	Kawai	RX-2	2417502		N
85	Coral Glades High	Kawai	RX-2	2480426		Y
86	Coral Glades High	Kawai	Studio Upright UST-7	116518		Y
87	Coral Glades High	Kawai	Studio Upright UST-7	116522		Y
88	Coral Park Elementary	Walter	Studio Upright 459	512821	90-26649	Y
89	Coral Park Elementary	Kawai	Grand GE-1	1844858	90-26651	Y
90	Coral Park Elementary	Kimball	Upright 460-S	T85996	90-26652	Y
91	Coral Springs Elementary	Kimball		931084	76-16131	Y
92	Coral Springs Elementary	Kawai	Studio Upright UST-8	K861667	78-15916	Y
93	Coral Springs High	Wurlitzer	Studio Upright 2924	1077543	77-10269	Y
94	Coral Springs High	Howard	Grand 550-C	736163	77-12881	Y
95	Coral Springs High	Howard	Grand 550-C	758824	77-12882	Y
96	Coral Springs High	Wurlitzer	Studio	1249919	77-13921	Y
97	Coral Springs High	Wurlitzer	Studio Upright 2924	1249922	77-13930	Y
98	Coral Springs High	Wurlitzer	Studio Upright 2924	1077532	89-22062	Y
99	Coral Springs High	Wurlitzer	Upright 2960	1613075	82-25755	Y
100	Coral Springs High	Wurlitzer	Studio Upright 2925	821118	117-0602	Y
101	Coral Springs High	Wurlitzer	Studio Upright 2924	1232422	77-10369	Y
102	Coral Springs Middle	Kimball	Studio 460-S	886784	76-16202	N - sent to B-stock
103	Coral Springs Middle	Kimball	Studio 460-S	944767	76-16203	N -sent to B-stock
104	Coral Springs Middle	Kimball	Studio 460-S	953281	76-16204	N - sent to B-stock
105	Coral Springs Middle	Kawai	Studio Upright UST-7	116317		Y
106	Coral Springs Middle	unknown	Upright	58449		N - sent to B-stock
107	Country Hills Elementary	Kimball	Studio Upright 460-S	T84187	90-26816	Y - rm 202C
108	Country Isles Elementary	Everett	Spinnet	134459	91-14892	Y
109	Country Isles Elementary	Story and Clark	Spinnet 2652	509165		Y

**SCHOOL INVENTORY**

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Piano Service and Maintenance

110	Cresthaven Elementary	Kawai	Studio Upright UST-8	A41855	94-35123	
111	Cresthaven Elementary	Kawai	Studio Upright UST-8	A41854	94-35120	
112	Cresthaven Elementary	Wurlitzer	Studio Upright 2924	1521086	80-26567	
113	Croissant Park Elementary	Everett	Upright	215315	75-14722	
114	Croissant Park Elementary	Wurlitzer	Console	674309	BC 242	
115	Cross Creek	Kawai	Studio Upright UST-8	A7541	93-80175	
116	Crystal Lake Middle	Cable Nelson	Studio Upright	95131	77-13360	
117	Crystal Lake Middle	Everett	Studio Upright	202141	77-13343	
118	Crystal Lake Middle	Wurlitzer	Studio Upright 2924	751976	250325	
119	Crystal Lake Middle	Yamaha	Upright U-1	1150421	77-13544	
120	Crystal Lake Middle	Kawai	Upright	1651258		
121	Crystal Lake Middle	Kawai	Upright	F008551		
122	Cypress Bay High	Baldwin	243H	483636	03-81676	Y
123	Cypress Bay High	Baldwin	243H	483695	03-15636	Y
124	Cypress Bay High	Yamaha	C2	5971725	03-80218	Y
125	Cypress Bay High	Yamaha	C2	5972409	03-03966	Y
126	Cypress Elementary	Kawai	Studio UST-8	A24299	92-30824	Y
127	Cypress Elementary	Wurlitzer	Studio Upright 2924	1077516	76-18595	N - sent to B-stock
128	William Dandy Middle	Yamaha	Studio Upright P22	T186678	95-18369	Y
129	William Dandy Middle	Yamaha	Studio Upright P22	T186694	95-18368	Y
130	William Dandy Middle	Yamaha	Studio Upright P22	T186679		N
131	Dania Elementary	Kawai	Studio Upright UST-8	A37344	94-32210	
132	Dania Elementary	Wurlitzer	Console	625290	10-0353	
133	Dania Elementary	Wurlitzer	Studio Upright 2924	824981	89-28278	
134	Davie Elementary	Baldwin	Upright Tropical	286919	74-06171	Y
135	Davie Elementary	Wurlitzer	Studio Upright 2924	1526315	79-24869	Y
136	Deerfield Beach Elementary	Kimball	Upright 460-S	A82236	79-24535	
137	Deerfield Beach Elementary		Studio Upright P-22	T190088	95-38019	
138	Deerfield Beach Elementary	Korg	Concert	610969	95-47278	
139	Deerfield Beach Elementary	Kawai	Studio Upright UST-9	F039244		
140	Deerfield Beach Elementary	Howard	550	359431		
141	Deerfield Beach Elementary	Kawai	GE-1	1822140	89-22664	
142	Deerfield Beach Elementary	Kimball	Console	935671		
143	Deerfield Beach Elementary	Wurlitzer	Studio Upright 2925	1556134	80-11499	
144	Deerfield Beach High	Kawai	Baby Grand GE-1	1648331	87-26762	Y
145	Deerfield Beach High	Kawai	Grand 600	331140	90-14085	Y
146	Deerfield Beach High	Yamaha	Studio Upright P22	197837	96-34192	N - SN T197837

**SCHOOL INVENTORY**

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147	Deerfield Beach High	Wurlitzer	Studio Upright 2924	1077525	371-10974	Y
148	Deerfield Beach High	Wurlitzer	Studio Upright 2924	1077542	171-11099	Y
149	Deerfield Beach High	Wurlitzer	Studio Upright 2924	1077545	BC 58	N
150	Deerfield Beach Middle	Howard	Grand 550	359431	74-08547	Y - on stage
151	Deerfield Beach Middle	Baldwin	Upright 243H	482859		Y - rm 211
152	Deerfield Beach Middle	Baldwin	Upright 243H	482832		Y- rm 760
153	Deerfield Beach Middle	Baldwin	Upright 243H	482853		Y - rm 211
154	Deerfield Park Elementary	Wurlitzer	Studio Upright 2925	1556134	80-11499	
155	Deerfield Park Elementary	Yamaha	Studio Upright	T197354	95-35184	
156	Deerfield Park Elementary	Kimball	Upright 460-S	A82236	481-5757	
157	Deerfield Park Elementary	Lowery	2505 Sp	481485		
158	Dillard Elementary	Kawai	Studio Upright UST-8	A8469	91-10281	
159	Dillard Elementary	Kawai	Studio Upright UST-8	A8470	91-10282	
160	Dillard High	Kawai	Studio Upright UST-8	A23681	93-22066	
161	Dillard High	Kawai	Studio Upright UST-8	A24696	93-22067	
162	Dillard High	Baldwin	Studio Upright	478789	00-07518	
163	Dillard High	Baldwin	Studio Upright	478792	00-07519	
164	Dillard High	Baldwin	Studio Upright	478862	00-07520	
165	Dillard High	Baldwin	Grand Concert	787079	78-14730	
166	Dillard High	Kawai	Grand KG-3	964942	79-24538	
167	Dillard High	Kawai	Grand KG-3	964943	79-24546	
168	Dillard High	Wurlitzer	Studio Upright UST-8	1521078	79-24549	
169	Dillard High	Baldwin	Howard Grand	787086	78-14704	
170	Dillard High	Wurlitzer	Studio	1318510	79-24551	
171	Dillard High	Kawai	RX-6	2477899		
172	Dillard High	Kawai	RX-6	2377275		
173	Dillard High	Kawai	Grand RX-2	2390727	04-81317	
174	Dillard High	Kawai	Grand RX-2	2425489	04-81316	
175	Dillard High	Kawai	Grand RX-2	2417359	04-81318	
176	Dillard High	Kawai	Studio Upright UST-7	A108132	04-81306	
177	Dillard High	Kawai	Studio Upright UST-7	A108138		
178	Dillard High	Kawai	Studio Upright UST-7	A108521	04-81313	
179	Dillard High	Kawai	Studio Upright UST-7	A108526		
180	Dillard High	Kawai	Studio Upright UST-7	A108556		
181	Dillard High	Kawai	Studio Upright UST-7	A78294		
182	Dillard High	Kawai	Studio Upright UST-7	A78271		
183	Dillard High	Kawai	550-C		78-14701	



**SCHOOL INVENTORY**

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Piano Service and Maintenance

184	Dillard High	Kawai	Studio Upright UST-7	A108129		
185	Dillard High	Kawai	Studio Upright UST-7	A108536		
186	Dillard High	Kawai	Studio Upright UST-7	A110671		
187	Dillard High	Kawai	Studio Upright UST-7	A110672		
188	Dillard High	Kawai	Studio Upright UST-7	A110673		
189	Dillard High	Kawai	Studio Upright UST-7	A111128		
190	Dillard High	Kawai	Studio Upright UST-7	A116673		
191	Dillard High	Kimball	Upright	82323	79-27358	
192	Charles Drew Elementary	Kawai	Studio Upright	A31687	93-18430	Y
193	Charles Drew Elementary	Kawai	Studio Upright UST-8	A20932	92-23632	Y -SBBC ID NO. is 92-23633
194	Driftwood Elementary	Everett	Upright Console 5107C	300878	89-30053	Y
195	Driftwood Elementary	Wurlitzer	Studio Upright 2924	751981	16-0428	N
196	Driftwood Elementary	Wurlitzer	Spinnet	880367		Removed from the PNI File in 2008
197	Driftwood Middle	Wurlitzer	Studio Upright	1523452	79-22586	Y
198	Driftwood Middle	Wurlitzer	Studio Upright 2924	751966	BC 206	Y
199	Eagle Point Elementary	Yamaha	Studio Upright P22	T196642	95-19768	Y
200	Eagle Point Elementary	Yamaha	Studio Upright P22	T197345	95-19769	Y
201	Eagle Ridge Elementary	Yamaha	Studio Upright P22	T208898	96-13249	
202	Eagle Ridge Elementary	Yamaha	Studio Upright P22	T205053	96-13250	
203	Blanche Ely High	Kimball	Studio Upright 460-S	A82207	78-07121	
204	Blanche Ely High	Kimball	Studio Upright 460-S	A82070	78-07138	
205	Blanche Ely High	Kawai	Grand KG-3	935854	79-12348	
206	Blanche Ely High	Kawai	Grand GE-2	2032808	93-10569	
207	Embassy Creek Elementary	Kawai	Studio Upright UST-8	A41874	94-38745	Y
208	Embassy Creek Elementary	Kawai	Studio Upright UST-8	A41859	94-38746	Y
209	Everglades Elementary	Baldwin	Studio Upright 243H	475487	00-00144	Y
210	Everglades Elementary	Baldwin	Studio Upright 243H	475728	00-00145	Y
211	Everglades High	Kawai	Grand RX-2	2398054		
212	Everglades High	Kawai	Studio Upright UST-7	A99935		
213	Everglades High	Kawai	Grand RX-2	2417502	04-19456	
214	Everglades High	Kawai	Studio Upright UST-7	A98629		
215	Everglades Middle	Yamaha	Studio Upright	186694	95-18368	NOT A SCHOOL
216	Everglades Middle	Yamaha	Studio Upright	186678	95-18369	NOT A SCHOOL
217	Fairway Elementary	Wurlitzer	Studio Upright 2924	1077402	90-77746	N - Not at this location
218	Falcon Cove Middle	Baldwin	Studio Upright 243H	480599	01-80542	
219	Falcon Cove Middle	Baldwin	Studio Upright 243H	480550	01-80540	
220	Falcon Cove Middle	Baldwin	Studio Upright 243H	480738	01-80541	

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221	Flamingo Elementary	Wurlitzer	Studio Upright	1232415	76-17092	N
222	Flamingo Elementary	Wurlitzer	Studio Upright 2924	1249914	77-24068	Y
223	Flamingo Elementary	Kawai	Studio Upright UST-7	1801974	89-22597	Y
224	Flamingo Elementary	Whitmore	Spinnet	5769	93-19880	Y
225	Flamingo Elementary	Wurlitzer	Studio Upright 2924	1077537	71-17109	Y
226	Charles W. Flanagan High	Yamaha	Studio Upright P22	T206291	96-21203	Y
227	Charles W. Flanagan High	Kawai	Grand KG-2	2201065	96-31978	Y
228	Charles W. Flanagan High	Kawai	Grand G-70S	2133045	97-18898	Y
229	Floranada Elementary	Baldwin	Studio Upright 243H	478591	00-05145	Y
230	Floranada Elementary	Baldwin	Studio Upright 243H	482404		Y
231	Forest Glen Middle	Walter	Upright 1203	513560	90-31494	Y - rm 223
232	Forest Glen Middle	Walter	Studio Upright 1163	513520	90-31495	Y - rm 222
233	Forest Glen Middle	Cable Nelson	Studio Upright	110696	11-80099	Y - Cafeteria - mfr.: milton
234	Forest Hills Elementary	Wurlitzer	Upright	1224293	77-13053	
235	Forest Hills Elementary	Wurlitzer	Upright	1232432	77-13066	
236	Forest Hills Elementary	Harrington	Console	159456	26-0159	
237	Forest Hills Elementary	Wurlitzer	Studio Upright 2924	1262432	77-13068	
238	Fort Lauderdale High	Baldwin	Grand Concert 9'	885-D139663	83-15469	Y
239	Fort Lauderdale High	Yamaha	Grand G-2	670544	83-21173	N
240	Fort Lauderdale High	Baldwin	Concert D	951757	95-1757	N
241	Fort Lauderdale High	Wurlitzer	Studio Upright 2924	751985	BC 169	N
242	Fort Lauderdale High	Wurlitzer	Studio Upright 2924	785646	83-21171	N
243	Fort Lauderdale High	Yamaha	GH-1	B5051744		N
244	Fort Lauderdale High	Kawai	Grand RX-2	2482623		Y
245	Fort Lauderdale High	Kawai	Studio Upright UST-4	A69837		Y
246	Stephen Foster Elementary	Wurlitzer	Studio Upright 2924	751979	BC 2140261	Y
247	Stephen Foster Elementary	Wurlitzer	Studio Upright 2924	751986	92-0276	Y
248	Fox Trail Elementary	Kawai	Studio Upright UST-8	A64029	99-00769	
249	Fox Trail Elementary	Kawai	Studio Upright UST-8	A65963	99-00770	
250	Gator Run Elementary	Baldwin	Studio Upright 243H	475728	99-22609	
251	Gator Run Elementary	Baldwin	Studio Upright 243H	475653	99-22610	
252	Gator Run Elementary	Baldwin	Studio Upright 243H	475784		
253	Griffin Elementary	Wurlitzer	Studio Upright 2924	1620508	81-31399	Y
254	Griffin Elementary	Wurlitzer	Studio Upright 2924	1560738	81-31400	Y
255	Griffin Elementary	Steinway	Console	316779	80-13100	No - surplused in 2000. not on inventory
256	Hallandale Elementary	Kimball	Studio Upright 460-S	T72762	89-12404	

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257	Hallandale Elementary	Kawai	Studio Upright UST-8	A40904	94-27135	
258	Hallandale Elementary	Wurlitzer	Studio Upright	1605698		
259	Hallandale Elementary	Kawai	Studio Upright	F010964	07-80292	
260	Hallandale Elementary	Kawai	Studio Upright	F10961	07-80293	
261	Hallandale High	Kawai	Grand KG-3	972367	79-11534	
262	Hallandale High	Kawai	Grand KG-3	958257	79-11535	
263	Hallandale High	Kimball	Studio Upright 460-S	A63539	78-28771	
264	Hallandale High	Kimball	4430	463539	78-26171	
265	Hallandale High	Wurlitzer	Studio Upright 2924	751987	90-0694	
266	Harbordale Elementary	Wurlitzer	Console	1605698	81-12547	Y - Cafeteria
267	Harbordale Elementary	Kawai	Studio Upright UST-8	A40951	94-27686	Y - Music room
268	Harbordale Elementary	Wurlitzer	Studio Upright	B1-12547		N - not on inventory
269	Hawkes Bluff Elementary	Kimball	Studio Upright 460-S	T84065	90-18654	
270	Heron Heights Elementary	Kawai	Studio Upright	F041470	09-12033	Y - serial number is 40887
271	Hollywood Central Elementary	Yamaha	Grand C-7	F5270794	95-10658	Y - Performing Arts Center
272	Hollywood Central Elementary	Walters	Grand GH-1 56-155	AA0479	95-18825	Y- Performing Arts Center
273	Hollywood Central Elementary	Yamaha	Studio Upright	1217314	97-71601	Y - HCE
274	Hollywood Central Elementary	Wurlitzer	Studio Upright 2924	1077538	89-1128	Y - HCE
275	Hollywood Central Elementary	Yamaha	Studio Upright P22	217394		N
276	Hollywood Central Elementary	Yamaha	Grand C-7	5270794	95-42228	N
277	Hollywood Hills Elementary	Kimball	Spinnet	639518	76-02920	Y
278	Hollywood Hills Elementary	Wurlitzer	Studio Upright 2924	962142	87-27512	Y
279	Hollywood Hills High	Kawai	Grand KG-3	1013947	81-12345	Y
280	Hollywood Hills High	Yamaha	Grand G-2	660563	166-9-12385	Y
281	Hollywood Hills High	Wurlitzer	Studio Upright 2924	982122	166-1-22911	Y
282	Hollywood Hills High	Wurlitzer	Studio Upright 2924	986988	166-1-2976	Y
283	Hollywood Hills High	Wurlitzer	Studio Upright 2924	989801	166-1-2483	Y
284	Hollywood Park Elementary	Kawai	Studio Upright UST-8	A44191	94-38732	
285	Hollywood Park Elementary	Wurlitzer	Studio Upright 2924	751970	84-27546	
286	Hollywood Park Elementary	Wurlitzer	Studio Upright 2924	1077507	87-15340	
287	Horizon Elementary	Kimball	4430	A921090	76-16195	N
288	Horizon Elementary	Kimball	Upright 4430	1355608	81-23886	Y- serial number is B55608
289	James S. Hunt Elementary	Kawai	Studio Upright UST-8	A37335	94-31713	
290	James S. Hunt Elementary	Yamaha	Studio Upright P2	1289985	76-20516	
291	Indian Ridge Middle	Yamaha	Studio Upright P22	197343	95-19775	Y - rm 242
292	Indian Ridge Middle	Yamaha	Studio Upright P22	210049	97-47019	Y - rm 231
293	Indian Ridge Middle	Yamaha	Studio Upright	211665	97-47020	Y - rm 240B

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294	Indian Trace Elementary	Kawai	Studio Upright UST-8	A8761	93-18328	
295	Indian Trace Elementary	Kawai	Studio Upright UST-8	A7274	93-18329	
296	Martin Luther King, Jr. Elementary	Walter	Studio 1172	513522	90-11449	N
297	Martin Luther King, Jr. Elementary	Yamaha	Studio Upright P-22	226120	98-03077	Y
298	Martin Luther King, Jr. Elementary	Yamaha	Studio Upright	226125	98-03075	Y
299	Martin Luther King, Jr. Elementary	Wurlitzer	Studio Upright 2924	789476	81-12343	N
300	Martin Luther King, Jr. Elementary	Wurlitzer	Studio Upright 2924	1077512	87-15293	N
301	Lake Forest Elementary	Wurlitzer	Studio Upright 2924	751980	BC 21	Y
302	Lakeside Elementary	Kawai	Studio Upright UST-8	A71540	98-24256	Y -piano studio upright, DAM chaser
303	Lakeside Elementary	Kawai	Studio Upright UST-8	A74593	99-00768	Y
304	Larkdale Elementary	Kawai	Studio Upright UST-8	A31705	94-26924	
305	Larkdale Elementary	Wurlitzer	Studio Upright 2924	751964	620177	
306	Larkdale Elementary	Wurlitzer	Studio Upright 2924	751984	81-22155	
307	Lauderdale Lakes Middle	Wurlitzer	Studio Upright 2924	1077531	81-27080	Y
308	Lauderdale Manors Elementary	Kimball	Studio Upright 460-S	T72758	89-26768	
309	Lauderdale Manors Elementary	Kimball	Studio Upright 460-S	T72753	89-26169	
310	Lauderdale Manors Elementary	Cable Nelson	Spinnet	346946		
311	Lauderhill Middle	Wurlitzer	Studio Upright 2924	1077526	87-12104	
312	Lauderhill Middle	Wurlitzer	Studio Upright 2924	1077534	87-12105	
313	Lauderhill-Paul Turner Elementary	Yamaha	Studio Upright P22	T202858	96-34634	Y
314	Lauderhill-Paul Turner Elementary	Yamaha	Studio Upright P22	T203436	96-34638	Y
315	Lauderhill-Paul Turner Elementary	Wurlitzer	Studio Upright 2924	871625	84-25626	N
316	Liberty Elementary	Baldwin	Studio Upright 243H	243611		N
317	Liberty Elementary	Baldwin	Baldwin	483759	03-09533	Y
318	Liberty Elementary	Baldwin	Baldwin	483611	03-81123	Y
319	Lloyd Estates Elementary	Yamaha	Studio Upright P2	750720	89-15431	No - sent to B-Stock
320	Lyons Creek Middle	Baldwin	Studio Upright 243H	480692	01-80542	Y
321	Lyons Creek Middle	Baldwin	Studio Upright 243H	480691	01-11197	Y
322	Lyons Creek Middle	Baldwin	Studio Upright 243H	480690	01-80543	Y
323	Lyons Creek Middle	Gulbransen	Grand	150470		Y
324	Manatee Bay Elementary	Baldwin	Studio Upright 243H	481337	03-80989	Y
325	Manatee Bay Elementary	Baldwin	Studio Upright 243H	483214	03-81087	Y
326	Maplewood Elementary	Wurlitzer	Studio Upright 2960	1663254	81-13628	
327	Maplewood Elementary	Wurlitzer	Studio Upright 2960	1613237	81-13629	
328	Margate Elementary	Wurlitzer	Studio Upright 2925	1620717	81-24611	Y
329	Margate Elementary	Wurlitzer	Studio Upright 2924	751976	89-41660	N - not at this school/not on inventory

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330	Margate Middle	Kawai	NS 15	1651258	87-12035	N
331	Margate Middle	Wurlitzer	Studio Upright 2924	941445	BC 225	N
332	Robert C. Markham Elementary	Kimball	Upright	D90040	87-14491	Y
333	Thurgood Marshall Elementary	Yamaha	Studio Upright P22	T194269	95-49050	Y
334	Thurgood Marshall Elementary	Yamaha	Studio Upright P22	T194175	95-49051	Y
335	McArthur High	Steinway	Grand B7	69286	90-27146	Y
336	McArthur High	Kawai	Grand KG-2	2104434	94-34895	Y
337	McArthur High	Yamaha	Studio Upright P22	227872	98-04121	Y
338	McArthur High	Wurlitzer	Console	88776	84-0783	N
339	McArthur High	Yamaha	Studio Upright P2	738967	96-27145	N
340	McArthur High	Kawai	Studio Upright UST-7	111665		Y
341	McArthur High	Kawai	Studio Upright UST-7	111662		Y
342	McArthur High	Kawai	Grand RX-2	2463783		Y
343	McArthur High	Yamaha	Studio Upright P22	750975	90-27131	N
344	McNab Elementary	Wurlitzer	Studio Upright 2924	1077403	86-22065	Y - rm 934
345	McNab Elementary	Wurlitzer	Studio Upright 2924	1077546	77-16742	N - no loner at location
346	McNicol Middle		Studio Upright UST-8	A74580	98-23981	
347	McNicol Middle	Winter	Console	316768	84-74071	
348	McNicol Middle	Wurlitzer	Studio Upright 2924	428763	84-24072	
349	McNicol Middle	Yamaha	Studio Upright P2	750824	74-04438	
350	Meadowbrook Elementary	Wurlitzer	Upright Console	716439	89-19220	
351	Meadowbrook Elementary	Wurlitzer	Studio Upright 2924	7511979	BC2140261	
352	Meadowbrook Elementary	Baldwin	Upright	579648		
353	Millennium Middle	Baldwin	Studio Upright 243H	483594		
354	Millennium Middle	Baldwin	Studio Upright 243H	483677		
355	Miramar Elementary	Kawai	Studio Upright UST-8	A37366	94-40032	
356	Miramar Elementary	Kawai	Studio Upright UST-8	A37387	94-40033	
357	Miramar High	Kawai	Grand 600	300126	88-32318	
358	Miramar High	Kawai	Studio Upright UST-8	A24293	92-10138	
359	Miramar High	Kawai	Grand KG-2	1999845	94-10712	
360	Miramar High	Wurlitzer	Studio Upright 2924	1077539	BC 56	
361	Miramar High	Wurlitzer	Studio Upright 2924	1077462	90-14506	
362	Miramar High	Haines Brothers	Grand	72804	Illegible	
363	Miramar High	Wurlitzer		880357		
364	Miramar High	Wurlitzer	Studio Upright 2924	751981	15-0428	
365	Miramar High	Wurlitzer	Studio Upright 2924	1077540	88-33317	
366	Mirror Lake Elementary	Wurlitzer	Studio Upright 2924	1077510	83-10078	Y

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367	Mirror Lake Elementary	Hallet Davis	Console	88788	87-11692	N
368	Monarch High	Kawai	Grand RX-2	2412509		
369	Monarch High	Kawai	Studio Upright UST-7	A76614		
370	Monarch High	Kawai	Upright	A91159		
371	Monarch High	Kawai	Grand RX-2	2447408		
372	Morrow Elementary	Wurlitzer	Studio Upright 2924	1308674	78-14910	Y
373	New Renaissance Middle	Baldwin	Studio Upright 243H	48838		
374	New Renaissance Middle	Baldwin	Studio Upright 243H	483824		
375	Nob Hill Elementary	Wurlitzer	Studio Upright 2924	1232407	76-17027	Y
376	Nob Hill Elementary	Wurlitzer	Studio Upright 2960	1613390	81-25213	Y
377	Nob Hill Elementary	Wurlitzer	Console	679967	39-010	Y
378	Norcrest Elementary	Kimball	Studio Upright	A82146	78-18538	
379	Norcrest Elementary		Studio Upright	A44923	94-33116	
380	North Andrews Gardens Elementary	Kawai	Studio Upright UST-8	A31718	93-23583	Y
381	North Andrews Gardens Elementary	Yamaha	Studio Upright P22	T207269	96-35143	Y
382	North Andrews Gardens Elementary	Wurlitzer	Console	716444	BC 243	N
383	North Andrews Gardens Elementary	Yamaha	Studio Upright P2	1289928	75-18154	N
384	Northeast High	Kawai	Grand KG-2	463385	78-21686	
385	Northeast High	Wurlitzer	Scherl	1613075	82-25755	
386	Northeast High	Kawai	Grand KG-2	463384	86-27524	
387	Northeast High	Kawai	Studio Upright UST-8	A35911	94-12937	
388	Northeast High	Kawai	Grand RX-2	2340446	99-02364	
389	Northeast High	Wurlitzer	Studio Upright 2924	821118	BC 176	
390	Northeast High	Wurlitzer	Studio Upright 2924	825107	BC 120	
391	Northeast High	Wurlitzer	Studio Upright 2924	1077532	BC 84	
392	Northeast High	Wurlitzer	Studio Upright 2924	1077543	81-27081	
393	North Fork Elementary	Wurlitzer	2980	1909685	89-26224	Y - Stage
394	North Fork Elementary	Kawai	Studio Upright UST-8	A26148	92-14215	Y - rm 512
395	North Fork Elementary	Kawai	Studio Upright UST-8	44123	94-33116	N
396	North Lauderdale Elementary	Kimball	Upright 460-S	938927	76-16137	
397	North Lauderdale Elementary	Schweinfurt	Studio Upright	12517	78-21602	
398	North Side Elementary	Wurlitzer	2980	1909680	89-18056	
399	North Side Elementary	Kawai	Studio Upright UST-8	A10247	91-14416	
400	North Side Elementary	Kawai	Studio Upright UST-7	115078	91-14446	
401	Nova-Blanche Forman Elementary	Wurlitzer	Studio Upright 2924	152778	79-22483	
402	Nova-Blanche Forman Elementary	Kimball	Spinnet	660099	95-30452	
403	Nova-Eisenhower Elementary		Studio Upright 243H	475729	00-00132	

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404	Nova-Eisenhower Elementary	Wurlitzer	Studio Upright 2924	1077528	127-1-9590	
405	Nova High	Kawai	Grand KG-2	604957	76-10866	Y - rm 017 portable cafeteria
406	Nova High	Yamaha	Conservatory	5270987	95-30147	Y - rm 617 Auditorium
407	Nova High	Baldwin	Grand		90-30828	N
408	Nova High	Sohmer	45-S	188042	79-10058	N
409	Nova High	Wurlitzer	Console	1032313		N - belonged to frmr media specialist. She was surplussed and removed her piano.
410	Nova High	Schumann	Grand	10FG0265		Y - 617 Auditorium Stage. Serial number IOFG0265
411	Nova High	Wurlitzer	Studio Upright 2924	982114	90-30882	N
412	Nova Middle	Kimball	4430	D25801	83-21304	Y
413	Nova Middle	Yamaha	Studio Upright P22	T220514	97-90975	Y
414	Oakland Park Elementary	Wurlitzer	Studio Upright 2925	1555534	80-27290	
415	Oakland Park Elementary	Wurlitzer	Studio Upright 2925	1555535	80-27291	
416	Oakridge Elementary	Kimball	4430	D90040	89-16491	N
417	Oakridge Elementary	Yamaha	Studio Upright P22	221751	97-91130	Y
418	Oakridge Elementary	Roland Sampling	Keyboard	AE04235	93-20102	Y
419	Old Dillard Museum	Kawai	G-3	1827440	89-19497	
420	Old Dillard Museum	Kranich and Bach	Grand GH-1	76438	02-90032	
421	Olsen Middle	Janssen	Console	166175	79-12846	
422	Olsen Middle	Yamaha	Studio Upright P22	T203474	96-48664	
423	Olsen Middle	Winter	Console	316781	87-27517	
424	Olsen Middle	Yamaha	Studio Upright P2	750523	214-1603	
425	Orange Brook Elementary	Wurlitzer	Studio Upright 2924	751966	BC 116	No - sent to B-Stock
426	Orange Brook Elementary	Wurlitzer	Studio Upright 2925	1559099	81-22201	No - sent to B-Stock
427	Orange Brook Elementary	Wurlitzer	Studio Upright 2925	1558765	81-22202	No - sent to B-Stock
428	Orange Brook Elementary	Kawai	Upright	F020552		Y
429	Orange Brook Elementary	Wurlitzer	Studio Upright 2924	751974	77-0171	No - sent to B-Stock
430	Oriole Elementary	Baldwin	Studio Upright	313334	80-26100	N
431	Oriole Elementary	Wurlitzer	Studio Upright 2924	1077511	86-30844	Y
432	Oriole Elementary	Wurlitzer		871625	874-25626	Y
433	Palm Cove Elementary	Kawai	Studio Upright UST-8	A44282	94-38638	Y
434	Palm Cove Elementary	Kawai	Studio Upright UST-8	A44260	94-38637	Y - SBBC ID # 94-38639
435	Palmview Elementary	Wurlitzer	Studio Upright 2924	1077520	11310161	Y
436	Palmview Elementary	Kawai	Studio Upright UST-8	A71526	99-01291	Y
437	Panther Run Elementary	Kawai	Studio Upright UST-8	A64006	98-24272	Y

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438	Panther Run Elementary	Kawai	Studio Upright UST-8A	A44168	98-24273	Y
439	Panther Run Elementary	Kurzwell		5997070N0083	97-90972	y
440	Park Lakes Elementary	Baldwin	Studio Upright 243H	483830		
441	Park Lakes Elementary	Baldwin	Studio Upright 243H	483862		
442	Park Ridge Elementary	Yamaha	Studio Upright P2	1289921	76-19791	Y
443	Parkside Elementary	Baldwin	243H	480659	01-11530	Y - FISH 109
444	Parkside Elementary	Baldwin	243H	480793	01-80521	Y - FISH 109
445	Park Springs Elementary	Kawai	Studio Upright UST-8	A28573	93-11489	Y
446	Park Springs Elementary	Kawai	Studio Upright UST-8	A28572	93-11490	Y
447	Park Trails Elementary	Baldwin	Studio Upright 243H	481861		Y - rm 109 music
448	Park Trails Elementary	Baldwin	Studio Upright 243H	481862		Y - rm 112A music stage
449	Parkway Middle	Kawai	Grand GE-2	2037034	93-30985	Y
450	Parkway Middle	Wurlitzer	Studio	1527099	79-25515	N
451	Parkway Middle	Yamaha	Studio Upright P22	203429	96-23273	Y
452	Parkway Middle	Yamaha	Studio Upright P22	T210539	96-23275	Y
453	Parkway Middle	Yamaha	Studio Upright	208261	96-23288	Y
454	Parkway Middle	Kawai	Studio Upright UST-8	A73012	98-15524	Y
455	Parkway Middle	Kawai	Studio Upright UST-8A	A72991	98-15529	Y
456	Parkway Middle	Wurlitzer	Console	428764	89-30199	N
457	Parkway Middle	Wurlitzer	Console	700176	BC 15	N
458	Parkway Middle	Yamaha	Studio Upright P-22	2011339		N
459	Parkway Middle	Baldwin	Upright	483814		Y
460	Parkway Middle	Baldwin	T73660	313334		Y
461	Parkway Middle	Baldwin	Upright	483763		Y
462	Parkway Middle	Kohler and Campbell	Tropical	524199		Y
463	Pasadena Lakes Elementary	Cable Nelson	Spinnet	419085	78-15069	
464	Pasadena Lakes Elementary	Yamaha	Studio Upright P2	1271168	76-20838	
465	Pembroke Lakes Elementary	Wurlitzer	Studio Upright 2924	1304050	78-15079	Y
466	Pembroke Lakes Elementary	Wurlitzer	Studio Upright 2924	1308667	78-15080	Y
467	Pembroke Pines Elementary	Wurlitzer	Studio Upright 2924	879590	122-1-0468	N
468	Pembroke Pines Elementary	Yamaha	Studio Upright P22	U173273	86-22170	Y
469	Annabel C. Perry Elementary	Wurlitzer	Studio Upright 2924	1077536	76-13324	Y
470	Henry D. Perry Middle	Kawai	Studio Upright UST-8	A2903	87-10783	
471	Henry D. Perry Middle	Kawai	Studio Upright UST-8	A24241	91-22678	
472	Peters Elementary	Everett	Upright	218864	75-05045	
473	Peters Elementary	Kawai	Studio Upright UST-8	1721028	88-10490	
474	Peters Elementary	Wurlitzer	Studio Upright 2925	879575	76-06009	



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475	Pine Ridge Alternative Center	Wurlitzer	Studio Upright 2924	879551	86-11613	N
476	Pines Lakes Elementary	Wurlitzer	Studio Upright 2924	1558584	80-22167	
477	Pines Lakes Elementary	Wurlitzer	Studio Upright 2925	1557665	80-22168	
478	Pines Middle	Kawai	Studio Upright UST-7	K477788	77-18932	N
479	Pines Middle	Kawai	Studio Upright UST-7	116304		Y
480	Pines Middle	Kawai	Studio Upright UST-9	F021319		Y
481	Pines Middle	Kohler and Campbell	Studio Upright	649250		Y
482	Pines Middle	Yamaha	Upright U-1	D1350190	77-19014	Y
483	Pinewood Elementary	Wurlitzer	Studio Upright 2925	1556126	80-22148	Y
484	Pinewood Elementary	Wurlitzer	Studio Upright 2925	1556128	80-22149	N - sent to B-stock
485	Pioneer Middle	Wurlitzer	Studio Upright 2924	1232474	76-17371	Y
486	Pioneer Middle	Wurlitzer	Studio Upright 2924	1232477	76-17372	N - sent to B-stock
487	Pioneer Middle	Wurlitzer	Studio Upright 2924	1232475	76-17373	Y
488	Pioneer Middle	Wurlitzer	Studio Upright 2924	1232471	76-17374	Y
489	Pioneer Middle	Stark	Spinet	127300		N - not found on our inventory
490	Piper High	Wurlitzer	Studio Upright P22	252291	01-06074	No- mfr is Yamaha not Wurlitzer
491	Piper High	Kawai	Grand 500 KG-2	463383	78-17499	Y
492	Piper High	Kawai	Studio Upright UST-8	A8453	91-18557	Y
493	Piper High	Yamaha	Grand Concert C-7	5270771	95-18401	Y
494	Piper High	Yamaha	Studio Upright P22	176092	95-18402	Y
495	Piper High	Baldwin	Studio Upright Tropical	222814	78-17500	Y
496	Piper High	Wurlitzer	Console	625289	BC 183	No- we don't own this item
497	Piper High	Yamaha	Studio Upright P2	1292730	78-17518	No- we don't own this item
498	Piper High	Gulbransen	Upright	80582		No- mfr is Krakauer, not Wurlitzer and BPI is 10-80709
499	Plantation Elementary	Kimball		676693	89-30868	Y
500	Plantation Elementary	Kawai		F007032		Y
501	Plantation High	Kimball	Grand 6710	D37841	83-26523	
502	Plantation High	Yamaha	Grand Studio G-2	670601	93-33302	
503	Plantation High	Wurlitzer	Studio Upright 2924	941438	145-13406	
504	Plantation High	Yamaha	Upright			
505	Plantation Middle	Wurlitzer	Studio Upright 2924	1077375	BC 19	
506	Plantation Middle	Wurlitzer	Studio Upright 2924	1077515	BC 20	
507	Plantation Middle	Wurlitzer	Studio Upright 2924	1077529	055-1-1057	
508	Plantation Middle	Wurlitzer	Studio Upright 2924	1077535	87-19955	
509	Plantation Middle	Wurlitzer	Studio Upright 2924	1077523	87-19890	
510	Plantation Park Elementary	Kimball	Upright 460-S	990372	84-17152	

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511	Plantation Park Elementary	Wurlitzer	Studio Upright 2924	953058	BC 134	
512	Pompano Beach Elementary	Kawai	Studio Upright UST-8	A10220	90-27216	Y
513	Pompano Beach Elementary	Kawai	Studio Upright UST-8	A38773	94-33023	Y
514	Pompano Beach Elementary	Kawai	Studio Upright UST-8	A37410	97-46540	Y
515	Pompano Beach Elementary	Kimball	Upright	537495	84-24038	N
516	Pompano Beach High	Kawai	Upright	A105229		Y
517	Pompano Beach High	Kawai	Upright	A105629		Y
518	Pompano Beach High	Kawai	Grand RX-2	2480311		Y
519	Pompano Beach High	Kawai	Grand	2480242	04-83957	Y
520	Pompano Beach Middle	Kawai	Studio Upright UST-7	K477790	76-27060	N
521	Pompano Beach Middle	Wurlitzer	Studio Upright 2924	821126	87-1200	N
522	Quest Center	Kimball		T73574	89-12439	
523	Quest Center	Wurlitzer	Studio	1527105	79-24306	
524	Quest Center	Wurlitzer	Studio Upright 2924	1077519	75-17346	
525	Quiet Waters Elementary	Kawai	Studio Upright UST-8	A25268	92-30842	Y - serial number is A24314
526	Quiet Waters Elementary	Kawai	Studio Upright UST-8	A25266	92-30843	Y
527	Ramblewood Elementary	Kimball	Studio Upright 460-S	A63501	78-18232	
528	Ramblewood Elementary	Kimball	Studio 4437	D55610	84-17256	
529	Ramblewood Middle	Kimball	Studio Upright 460-S	A82348	78-07137	Y - rm 146
530	Ramblewood Middle	Baldwin	Studio Upright	372343	84-29017	Y - rm 146
531	Ramblewood Middle	Wurlitzer	Studio	1249915	79-21728	N
532	Ramblewood Middle	Kawai	Upright	F024585		Y - rm 147
533	James S. Rickards Middle	Kawai	Studio Upright UST-8	A26156	93-18205	
534	James S. Rickards Middle	Kawai	Studio Upright UST-8	A26102	93-18206	
535	James S. Rickards Middle	Kawai	Studio Upright UST-8	A26155	93-19364	
536	Riverglades Elementary	Kawai	Studio Upright UST-8	A44169	94-21802	Y
537	Riverglades Elementary	Kawai	Studio Upright UST-8	A44176	94-21801	Y
538	Riverland Elementary	Kawai	Studio Upright UST-7	A2910	87-14350	
539	Riverland Elementary	Wurlitzer	Studio Upright 2924	1077518	81-29016	
540	Riverside Elementary	Kawai	Studio	1653122	87-14357	Y
541	Riverside Elementary	Kawai	Studio Upright UST-7	1721018	88-27380	Y
542	Rock Island Elementary	Kawai	Studio Upright	A24267	92-31824	Y
543	Rock Island Elementary	Baldwin	Studio Upright 243H	483763		N
544	Rock Island Elementary	Baldwin	Studio Upright 243H	483814		N
545	Royal Palm Elementary	Kawai	Studio Upright UST-8	A10181	91-14598	Y
546	Royal Palm Elementary	Yamaha	Studio Upright P-2	1292573		Y
547	Sanders Park Elementary	Wurlitzer	Studio Upright 2925	1556530	80-11477	

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548	Sandpiper Elementary	Kimball	Upright 460-S	T82803	90-30765	Y
549	Sawgrass Elementary	Yamaha	Studio Upright P-22	T183948	95-18563	Y
550	Sawgrass Elementary	Yamaha	Studio Upright P-22	T183954	95-18562	Y
551	Sawgrass Springs Middle	Yamaha	Studio Upright P-22	206296	97-10056	Y
552	Sawgrass Springs Middle	Yamaha	Studio Upright P-22	206294	97-10057	Y
553	Sawgrass Springs Middle	Yamaha	Studio Upright P-22	206789	97-10060	Y
554	Sea Castle Elementary	Wurlitzer	Upright	1559106	81-22203	
555	Sea Castle Elementary	Walters	Studio	514195	91-10922	
556	Sea Castle Elementary	Yamaha	Studio Upright P-22	T217318	97-21625	
557	Seagull School	Wurlitzer	Upright	1249929	77-23122	
558	Seminole Middle	Kohler and Campbell	Studio Upright	643282	77-19981	N
559	Seminole Middle	Kawai	Studio Upright UST-6	K477773	77-19950	Y
560	Seminole Middle	Kawai	K25EA	2495532	05-85463	Y
561	Seminole Middle	Kawai	K25EA	2981685	05-85470	Y - serial number 2481685
562	Seminole Middle	Kawai	Upright	2504282	05-85469	Y - serial number 2509282
563	Seminole Middle	Wurlitzer	Studio Upright 2925	1095121	77-19952	N
564	Seminole Middle	Baldwin	Upright	358727	83-20774	N
565	Sheridan Hills Elementary	Kawai	Studio Upright UST-8	A33138	93-13511	Y
566	Sheridan Hills Elementary	Wurlitzer	Studio Upright 2924	1077496	76-18032	N
567	Sheridan Park Elementary	Yamaha	Studio Upright P-22	741394	74-99304	Y
568	Sheridan Technical Center	Wurlitzer	Studio Upright 2924	1232437	76-15919	Y - FISH 315
569	Silver Lakes Elementary	Kawai	Studio Upright UST-8	A71559	98-22316	Y - Cafeteria
570	Silver Lakes Elementary	Kawai	Studio Upright UST-8	A71522	98-22317	Y - 109
571	Silver Lakes Elementary	Kawai	Studio Upright UST-8A	A11522		N
572	Silver Lakes Elementary	Yamaha	Studio Upright P-22	288743	FB104	N - personal item of one of the teachers
573	Silver Lakes Middle	Kimball	4430	D16970	84-13071	Y
574	Silver Lakes Middle	Kimball	4430	D55523	84-13072	Y
575	Silver Lakes Middle	Kimball	4430	D55583	84-13073	Y
576	Silver Palms Elementary	Yamaha	Studio Upright P22	T197845	96-21794	
577	Silver Palms Elementary	Yamaha	Studio Upright P22	T202790	96-21798	
578	Silver Ridge Elementary	Kimball	Upright 460-S	T79074	90-22588	Y - rm portable D
579	Silver Ridge Elementary	Kimball	Upright 460-S	T79075	90-22589	Y - rm 316 cafeteria
580	Silver Ridge Elementary	Kimball	3095	17456		N
581	Silver Ridge Elementary	Roland	Electronic HP800			Y - rm 317A old music room office
582	Silver Shores Elementary	Baldwin	Studio Upright 243H	483043		
583	Silver Shores Elementary	Baldwin	Studio Upright 243H	483760	03-10358	

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584	Silver Trail Middle	Yamaha	Studio Upright P22	T194247	95-19525	Y
585	Silver Trail Middle	Yamaha	Studio Upright P22	T208213	96-21234	Y
586	Silver Trail Middle	Yamaha	Studio Upright P22	T208215	96-21235	Y
587	South Area Alternative	Wurlitzer	Studio Upright 2924	1521349	79-10551	
588	South Area SED Center	Kawai	with Bench	33136	93-31780	
589	South Broward High	Wurlitzer	2960	1661723	83-25201	Y -auditorium
590	South Broward High	Wurlitzer	2960	1660806	83-25202	Y -rm 170
591	South Broward High	Steinway	D Concert	261326	BC 764	Y - auditorium
592	South Broward High	Wurlitzer	Studio Upright 2924	751963	83-20955	Y - auditorium
593	South Broward High	Wurlitzer	Studio Upright 2924	986938	90-18939	N - not on PNI811
594	South Broward High	Yamaha	Grand G-2	694476	90-18940	Y -auditorium
595	South Plantation High	Kawai	Grand KG-2	417500	78-20203	Y
596	South Plantation High	Kimball	Grand	D034117	83-21731	N
597	South Plantation High	Wurlitzer	Studio Upright 2924	1077514	81-21082	Y
598	South Plantation High	Yamaha	Studio Upright P-22	1289951	78-20224	Y
599	Stirling Elementary	Wurlitzer	Studio Upright 2925	1559118	81-29211	
600	Stirling Elementary	Wurlitzer	Console	708769	BC 172	
601	Marjory Stoneman Douglas High		Studio Upright 371	514170	91-26014	
602	Marjory Stoneman Douglas High	Walters	Studio Upright 300	514113	91-26015	
603	Marjory Stoneman Douglas High	Yamaha	Grand Studio G-2	4861423	91-30587	
604	Marjory Stoneman Douglas High	Yamaha	Grand Studio GH-2	4810415	90-30706	
605	Marjory Stoneman Douglas High	Winter		98832		
606	Marjory Stoneman Douglas High	Samick	Grand SG-155	865365		
607	Stranahan High	Baldwin	Grand D1343	166016	90-10816	
608	Stranahan High	Cable Nelson	Grand	69198	96-24116	
609	Stranahan High	Wurlitzer	Studio Upright 2924	9977034	21-04577	
610	Stranahan High	Yamaha	Grand Studio C-2	5489964		
611	Stranahan High	Steinway	A	119850	90-10816	
612	Stranahan High	Winter	Console	316770		
613	Stranahan High	Wurlitzer	1660	1159472		
614	Stranahan High	Wurlitzer	2529	997761		
615	Stranahan High	Wurlitzer	Studio Upright 2924	987034	BC 140	
616	Stranahan High	Yamaha	GH-2	628272		
617	Sunland Park Elementary	Everett	Upright	218794	75-04166	Y
618	Sunland Park Elementary	Kawai	Studio Upright UST-8	20974	91-30933	Y
619	Sunrise Middle	Kawai	Studio Upright UST-8	A33135	93-20719	Y
620	Sunrise Middle	Kawai	Studio Upright UST-8	A31707	93-20720	Y

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621	Sunrise Middle	Wurlitzer	Studio Upright 2924	751975	BC 167	N
622	Sunrise Middle	Wurlitzer	Studio Upright 2924	1077506	86-20166	N
623	Sunrise Middle	Baldwin	Studio Upright	275576	76-21143	N
624	Sunrise Middle	Wurlitzer	Studio Upright 2924	1077533	86-20160	N
625	Sunset Lakes Elementary	Baldwin	Studio Upright 243H	478020	03-08121	Y
626	Sunset Lakes Elementary	Baldwin	Studio Upright 243H	483286	03-/0988	Y
627	Sunset School	Wurlitzer	Studio	1523441	79-26483	N
628	Sunset School		Studio Upright	T219378	97-55865	Y - rm 139
629	Sunshine Elementary	Kawai	Studio Upright UST-8	A28525	93-20781	
630	Sunshine Elementary	Wurlitzer	Studio Upright 2924	789482	117-1663	
631	Tamarac Elementary	Kimball	Upright 460-S	938694	76-17009	Y
632	J.P. Taravella High	Kawai	Grand KG-3	1241672	82-16871	Y - FISH 427
633	J.P. Taravella High	Kimball	Grand 6710	B91102	82-17396	Y - FISH 507
634	J.P. Taravella High	Baldwin	Studio Upright	358311	82-15955	N
635	J.P. Taravella High	Baldwin	Upright	483737		N
636	J.P. Taravella High	Baldwin	Upright 243H	483767	02-17092	Y - FISH 426
637	J.P. Taravella High	Wurlitzer	Studio Upright 2925		82-17265	Y - FISH 433
638	J.P. Taravella High	Wurlitzer	Upright		82-17268	N
639	J.P. Taravella High	Gulbransen	Upright Tropical	35225		Y - FISH 428
640	J.P. Taravella High	Gulbransen	Upright	35252		N
641	J.P. Taravella High	Baldwin	Acrosonic	528980		Y - FISH 425
642	Tedder Elementary	Wurlitzer	Studio Upright 2924	1554460	80-27392	
643	Tedder Elementary	Wurlitzer	Studio Upright 2924	821125	84-17028	
644	Tequesta Trace Middle	Kawai	Studio Upright UST-8	A10223	91-14487	Y
645	Tequesta Trace Middle	Kawai	Studio Upright UST-8	A10480	91-14488	Y
646	Tequesta Trace Middle	Yamaha	Studio Upright P22	T220516	97-90606	Y
647	Tradewinds Elementary	Yamaha	Studio Upright P22	T208144	96-27651	Y
648	Tradewinds Elementary	Yamaha	Studio Upright P22	T208832	96-27652	Y
649	Tropical Elementary	Wurlitzer	Studio Upright 2924	1081163	BC 269	
650	Tropical Elementary	Baldwin	Upright	494475		
651	Village Elementary	Wurlitzer	Studio Upright 2924	1077517	75-03384	
652	Village Elementary	Wurlitzer	Studio Upright 2924	1527105	79-24306	
653	Walker Elementary	Kawai	Baby Grand GE-1	1827440	89-19497	
654	Walker Elementary	Kimball	Studio Upright	A82169	78-17866	
655	Walker Elementary	Wurlitzer	Studio Upright 2924	1081018	74-12467	
656	Walker Elementary	Yamaha	Studio Upright P2	1317787	75-14145	
657	Watkins Elementary	Wurlitzer	Studio Upright 2925	1555517	80-10245	

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658	Watkins Elementary	Yamaha	Studio Upright P22	214495	97-31482	
659	Welleby Elementary	Kawai	Studio Upright UST-8	A35951	94-12487	Y
660	Welleby Elementary	Kawai	Studio Upright UST-8	A35959	94-12489	Y
661	West Broward High	Kawai	Grand	2526128	09-03238	
662	West Broward High	Kawai	Grand RX-2	2528277	09-03237	
663	West Broward High	Kawai	Studio Upright UST-9	F031750		
664	West Broward High	Kawai	Studio Upright UST-9	F032447		
665	Westchester Elementary	Wurlitzer	Studio Upright 2924	1308668	78-14953	Y
666	Westchester Elementary	Wurlitzer	Studio Upright 2924	1308671	78-14954	Y
667	Western High	Kimball	Upright 460-S	921076	76-16111	N
668	Western High	Kimball	Grand 5710	B81327	82-26031	Y - auditorium
669	Western High	Kawai	Grand Upright KG-3	1269423	82-26946	Y - rm 427
670	Western High	Yamaha	Studio Upright P22	T220520	97-55267	Y - practice room
671	Western High	Baldwin	Studio Upright	358727	83-20774	N
672	Western High	Huntington	Studio Upright	49816		N
673	Western High	Monarch	Studio Upright	208856		N
674	Western High	Winter	Console	316785	BC-2080157	N
675	Western High	Wurlitzer	Console	625295	BC 148	N
676	Western High	Wurlitzer	Console	625296	BC 124	N
677	Western High	Wurlitzer	Studio Upright 2924	751969	88-15832	N
678	Western High	Wurlitzer	Studio Upright 2924	1077580	87-16711	N
679	Western High	Wurlitzer	Studio Upright 2960	1658739	82-26954	N
680	Western High	Yamaha	Console	2474159		N
681	Western High	Yamaha	Console	634047		Y
682	Western High	Yamaha	Console	604839		Y
683	Westglades Middle	Arnold	Upright	21433		Y
684	Westglades Middle	Baldwin	Upright 243H	483936		Y - 304
685	Westglades Middle	Baldwin	Upright 243H	483928		Y- 305
686	Westpine Middle	Kawai	Studio Upright UST-8	A8416	94-19831	Y
687	Westpine Middle	Kawai	Studio Upright UST-8	A10235	94-19832	Y
688	Westpine Middle	Kawai	Studio Upright UST-8	A8467	94-19833	Y
689	Westwood Heights Elementary	Yamaha	Studio Upright	T192504	95-34754	Y
690	Westwood Heights Elementary	Wurlitzer	Studio Upright 2924	785649	BC 138	N
691	Whiddon-Rogers Education Center	Kimball	Upright 460-S	812426	77-10330	Y
692	Whiddon-Rogers Education Center	Yamaha	U-3	B17789	77-10329	Y
693	Whiddon-Rogers Education Center	Yamaha	Studio Upright P-2	750974	045-1-1937	Y
694	Whiddon-Rogers Education Center	Yamaha	Grand G-10	F5334651	95-18382	Y

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695	Whispering Pines School	Kawai	Studio Upright UST-8	A33136	93-31780	Y- Cafeteria
696	Wilton Manors Elementary	Yamaha	Studio Upright P-22	1271245		N
697	Wilton Manors Elementary	Kawai				Y
698	Wingate Oaks Center	Kimball	Studio Upright	931053	76-02632	N
699	Winston Park Elementary	Kimball	Upright 460-S	T86512	90-22796	
700	Virginia Shuman Young Elementary	Yamaha	Studio Upright P22	T183980	94-39171	Y
701	Virginia Shuman Young Elementary	Yamaha	Studio Upright P22	T183972	94-39172	Y
702	Walter C. Young Resource Center	Kimball	Studio Upright 460-S	T72143	90-30304	
703	Walter C. Young Resource Center	Kawai	Studio Upright UST-8	A10479	91-18508	
704	Walter C. Young Resource Center	Yamaha	CE	1068032		