



To: Bill Powell
Assistant Superintendent for Support Services

From: Jennifer Chiu
Director of Procurement Services

Date: November 11, 2020

Re: Window Coverings
Annual Contract #21-01-8940RFP

The following proposal was received and opened at 3:00 p.m., Wednesday, October 28, 2020 as advertised and specified in documents concerning **Annual Contract #21-01-8940RFP Window Coverings**. The proposal received is located on pages 2-7.

Recommendation: Katy Blinds Commercial (KCAC, Inc.)

Funding: M & O Funds

Estimated Expenditure: \$50,000.00

Contract Term: January 1, 2021 - December 31, 2021

Renewal: 2 Years

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EVALUATIONS MATRIX
RFP - Request for Proposal
Cypress-Fairbanks Independent School District

21-01-8940RFP Window Coverings

Instructions and directions for completing RFP Evaluation Matrix

1. Please enter your name on each evaluation sheet, and on the summary sheet on the line provided.
2. Each Respondent is to be scored by the following scale:

5.0 to 4.5 = Exceptional, exceeds and fully meets all requirements
4.4 to 3.5 = Advantageous, exceeds some requirements
3.4 to 2.5 = Meets minimal requirements
2.4 to 1.5 = Addresses most of the minimal requirements
1.4 to 1.0 = Addresses part of minimal requirements
3. Please enter your point (shown above) for each criterion being evaluated.

7.0 **Evaluation Criteria and Award** – In evaluating qualified proposals, the following considerations will be taken into account for award recommendations:

- 7.1 the purchase price; (30%)
- 7.2 the reputation of the vendor and of the vendor's goods or services; (15%)
- 7.3 the quality of the vendor's goods or services; (25%)
- 7.4 the extent to which the goods or services meet the needs of the District; (25%)
- 7.5 the vendor's past relationship with the District; (5%)
- 7.6 the long-term cost to the District to acquire the vendor's goods or services; (0%)
- 7.7 for a contract for goods and services, other than goods and services related to telecommunications and information services, building construction and maintenance, or instructional materials, whether the vendor or the vendor's ultimate parent company or majority owner: (A) has its principal place of business in this state; or (B) employs at least 500 persons in this state; (0%)
- 7.8 any other relevant factor specifically listed in the request for bid or proposal. (0%)

21-01-8940RFP Window Coverings

Company/Vendor Name
Katy Blinds Commercial (KCAC, Inc.)

21-01-8940RFP Window Coverings

TEAM SCORE SUMMARY

Company/Vendor Name	Evaluator 1	Evaluator 2	Average Score	Ranking
Katy Blinds Commercial (KCAC, Inc.)	84.50	88.80	86.65	1

RESPONDENT SUMMARY

21-01-8940RFP Window Coverings

Evaluator 1

Company/Vendor Name:	The purchase price	The reputation of the Proposer and of the Proposer's goods and services	The quality of the Proposer's goods or services	The suitability for the intended use	The vendor's past relationship with the District	Total
Katy Blinds Commercial (KCAC, Inc.)	24.00	13.50	22.50	20.00	4.50	84.50

RESPONDENT SUMMARY

21-01-8940RFP Window Coverings

Evaluator 2

Company/Vendor Name:	The purchase price	The reputation of the Proposer and of the Proposer's goods and services	The quality of the Proposer's goods or services	The suitability for the intended use	The vendor's past relationship with the District	Total
Katy Blinds Commercial (KCAC, Inc.)	26.40	13.50	22.50	22.00	4.40	88.80

Line 1 1" Bali Classic Blinds, 8 gauge, Per Sq. Foot			
<u>SUPPLIER</u>	<u>QTY</u>	<u>UOM</u>	<u>UNIT PRICE</u>
Katy Blinds Commercial (KCAC, Inc.)	1	Per Sq. Foot	\$5.89

Line 2 1" Bali Classic Blinds, 8 gauge, Per Sq. Inch			
<u>SUPPLIER</u>	<u>QTY</u>	<u>UOM</u>	<u>UNIT PRICE</u>
Katy Blinds Commercial (KCAC, Inc.)	1	Per Sq. Inch	\$0.041

Line 3 Single Roll Manual Shades, up to 50 inches in length			
<u>SUPPLIER</u>	<u>QTY</u>	<u>UOM</u>	<u>UNIT PRICE</u>
Katy Blinds Commercial (KCAC, Inc.)	1	Each	\$168.80

Line 4 Single Roll Manual Shades, over 50 inches in length			
<u>SUPPLIER</u>	<u>QTY</u>	<u>UOM</u>	<u>UNIT PRICE</u>
Katy Blinds Commercial (KCAC, Inc.)	1	Each	\$186.00

Line 5 Wands for Mini Blinds			
<u>SUPPLIER</u>	<u>QTY</u>	<u>UOM</u>	<u>UNIT PRICE</u>
Katy Blinds Commercial (KCAC, Inc.)	1	Each	\$8.00

Line 6 Hardware hanging brackets for mini blinds			
<u>SUPPLIER</u>	<u>QTY</u>	<u>UOM</u>	<u>UNIT PRICE</u>
Katy Blinds Commercial (KCAC, Inc.)	1	Each Pair	\$12.00

Line 7 Lead time for delivery on blinds from the time of order			
<u>SUPPLIER</u>	<u>UOM</u>	<u>DAYS</u>	
Katy Blinds Commercial (KCAC, Inc.)	Days	21	