



**To:** Kay Alarcon  
Assistant Director of Procurement Services

**From:** Beth Rutherford  
Buyer

**Date:** April 29, 2022

**Re:** Kiln, Parts, and Repair Services  
Contract #22-05-6610R-IB

The bid was received and opened at 3:00 p.m. Tuesday, April 19, 2022 as specified in documents concerning **Contract #22-05-6610R-IB Kiln, Parts, and Repair Services**.

<sup>a</sup> No award

**Recommendation:** Ceramic Store of Houston

**Funding:** Activity Funds, Grant Funds, M & O Funds

**Estimated Expenditure:** \$10,000.00

**Contract Term:** June 1, 2022 - May 31, 2023

**Renewal:** 4 years

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Line 1	Percent Discount for Kiln and Parts		
	<u>SUPPLIER</u>	<u>UOM</u>	<u>PERCENT OFF</u>
	<u>Ceramic Store of Houston</u>	Percent	<u>12.0%</u>
Line 2	List hourly labor rate for service performed on-site for kilns.		
	<u>SUPPLIER</u>	<u>UOM</u>	<u>PRICE</u>
	<u>Ceramic Store of Houston</u>	Hour	<u>\$50.00</u>
<sup>a</sup> Line 3	List overtime labor rate for service performed on-site for kilns.		
	<u>SUPPLIER</u>	<u>UOM</u>	<u>PRICE</u>
<sup>a</sup> Line 4	List mileage charge for service performed on-site for kilns.		
	<u>SUPPLIER</u>	<u>UOM</u>	<u>PRICE</u>
<sup>a</sup> Line 5	List minimum rate for service performed on-site for kilns.		
	<u>SUPPLIER</u>	<u>UOM</u>	<u>PRICE</u>
Line 6	List percent of markup for materials supplied by contractor for repair/maintenance for kilns.		
	<u>SUPPLIER</u>	<u>UOM</u>	<u>PRICE</u>
	<u>Ceramic Store of Houston</u>	Percent	<u>0.0%</u>