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**PURCHASING OFFICE**

**INTER-DEPARTMENTAL MEMO**

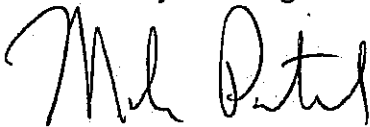
TO: Glynn Walker  
DATE: January 6, 2011  
SUBJECT: Door and Lock Hardware RFP #11-003

Request for Proposal (RFP) #11-003, Door and Lock Hardware was mailed December 8, 2010 to nine vendors, advertised December 8 and December 15, 2010 and posted on the district website. Eight vendors responded to the RFP, which opened January 6, 2011. The responsive proposers were:

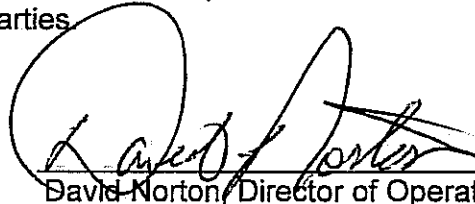
Accredited Lock & Supply  
Acme Architectural Hardware  
Clark Security Products  
IDN Acme  
HL Flake Co.  
Independent Hardware Inc.  
MCS Door & Hardware

This RFP is for door and lock hardware which may be required by the Operations Department and is based on a discount off catalog or retail pricing rather than item-by-item. The attached tabulation sheet indicates the discount percentages quoted for each category of hardware.

It is the recommendation of Mark Pantel, Director of Purchasing and David Norton, Director of Operations to award the Door and Lock Hardware RFP # 11-003 to Acme Architectural Hardware, MCS Door & Hardware, HL Flake Co. and Independent Hardware Inc. An award to multiple vendors will assure product availability for the district. These proposals are firm for twelve months effective February 1, 2011 through January 31, 2012 with an option to renew for two (2) additional years if agreed to by both parties.



Mark Pantel, Director of Purchasing



David Norton, Director of Operations