



DEPARTMENT OF MANAGEMENT
SERVICES

4050 Esplanade Way • Tallahassee, Florida 32399-0950


LAWTON CHILES, GOVERNOR

WILLIAM H. LINDNER, SECRETARY

January 30, 1998

MEMORANDUM NO.: 8 (97/98)

TO: State Agency Purchasing Office Addressed

FROM:  George C. Banks, CPPO
Director, State Purchasing

SUBJECT: Survey - Window Treatment

State Purchasing is considering the development of a window treatment contract. In order to properly evaluate contract interest and need, please complete the following survey. Please respond by February 19, 1998, via fax, to (850) 488-5498, suncom 278-5498, or mail to the above address and mark it to the attention of Kelly S. Sanders.

What was the price range for your existing window treatments (per window)? \$1 - \$25,
 \$26 - \$50, \$51 - \$75, \$76 - \$100, \$101 - \$150

What is the estimated dollar amount of purchases for all window coverings for 1997/98?
 \$1 - \$10,000, \$10,001 - \$50,000, \$50,001 - 100,000, Over \$100,000

Which of these window coverings have you bought in the last four (4) years? mini-blinds,
 vertical blinds, window shades, draperies, black-out draperies

Are any materials and finishes providing maintenance problems? yes no
If yes, please elaborate:

Please list any other suggestions or comments.

NAME AND ADDRESS: _____

If you have any questions, please call Kelly S. Sanders at (850) 487-4640, suncom 277-4640. Thank you.