



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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September 5, 2006

MEMORANDUM

TO: Honorable Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

SUBJECT: Ratification of Emergency Purchase Order #70003213 to Total Building Solutions
Replace Air Conditioning Unit, Gulf High School

On August 25, 2006, Mr. John Petrashek, Director of New Construction, Energy and Code Compliance, declared an emergency (see attached memo) for replacement of the HVAC system in the Gulf High School chorus room. The Project Review Team had designated the project as an emergency due to a concern over the quality of air and the potential for serious indoor air quality issues.

The Maintenance Department solicited three (3) emergency competitive bids for this work, with Total Building Solutions submitting the lowest bid of \$32,950 (see attached "emergency" documentation). Due to the expedited nature of this work, purchase order #70003213 was issued to Total Building Solutions in this amount on Friday, August 25, 2006.

We are asking the Board to ratify this emergency purchase. If you have any questions, please contact John Petrashek or me at your earliest convenience.

KDG/az
Attachments