



District School Board of Pasco County

20430 Gator Lane • Land O' Lakes, Florida 34638 • 813/ 794-2221

Heather Fiorentino, Superintendent

www.pasco.k12.fl.us

Department of Purchasing
Kendra Goodman, CPPB, Purchasing Agent
813/ 794-2221 Fax: 813/ 794-2111
727/ 774-2221 TDD: 813/ 794-2484
352/ 524-2221 e-mail: kgoodman@pasco.k12.fl.us

July 21, 2009

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Second Year Renewal of Three-Year Contract
Bid #09-021-LR, Trane A/C Parts – Maintenance Department
Trane HVAC Parts & Supplies

On July 22, 2008, official action (attached) was taken to award the above-referenced bid to Trane HVAC Parts & Supplies. This bid is a three-year contract, renewable annually based upon mutual consent of both parties. The first year of the agreement will expire on July 22, 2009.

Considering services have been satisfactory, Eric Mendez, Store Manager, Trane HVAC Parts & Supplies was contacted to verify his willingness to enter into the second year of the agreement. As such, Eric Mendez has agreed in writing (attached), to enter into the second year of the contract.

Therefore, at this time, it is my recommendation to enter into the second year of the agreement with Trane HVAC Parts & Supplies. The second year of the contract will cover the period of July 23, 2009 through July 22, 2010. Should you have any questions regarding this matter, or if I can be of further assistance, please feel free to contact me at your earliest convenience.

KDG/lr

Attachments

District School Board of Pasco County

Bid Recommendation

Bid Title	Trane A/C Parts Maintenance Department		Number of Vendors Notified	309
Bid Number	09-021-LR		Number of Bids Distributed	15
Date Solicited	June 17, 2008		Number of Vendors Bidding	2
Date Opened	July 9, 2008		Number of Formal "No Bid" Responses	0
Date Board Presentation	July 22, 2008		Funding Source	General
Total Savings	\$1,125.00		Grand Total of Bid	\$75,000.00

Recommendation:

Recommend acceptance of bid from Trane HVAC Parts & Supplies as noted on the attached bid tabulation sheet, as lowest and best (i.e. largest discount), responsive and responsible bid meeting written specifications.

Term of Contract:

This bid is for Trane Air-Conditioner parts for the Maintenance Department's use throughout the District. This is a three-year bid renewable annually based upon mutual agreement of both parties. The first year of this contract shall be effective from July 23, 2008 to July 22, 2009. Discount percentage for parts is firm and fixed and will remain in effect for the term of the bid; however, manufacturer's price list (pricer) may be updated when published, not to exceed twice a year. "Grand Total" of bid is based upon an estimated \$75,000 annual expenditure.

Notations and Exceptions:

Offers from the vendors listed herein are the only offers received timely as of the specified opening date and time. All other offers submitted in response to this solicitation, if any, are hereby rejected as late.

Bids Evaluated By:

Phil Laycock, A/C Crew Chief, Maintenance Department

Bids Prepared By:

Laurie Roberts, CPPB, Buyer, Purchasing Department

Reviewed and Authorized By:

Kendra Goodman, CPPB, Purchasing Agent

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: July 9, 2008 @ 2:30 PM	Allied Controls, Inc	Trane HVAC Parts & Supplies
BID TITLE: Trane A/C Parts	310 West Central Parkway, Suite #7300	16521 Scheer Blvd
BID # 09-021-LR	Altamonte Springs, FL 32714	Hudson, FL 34667
Board Meeting 7/22/08		
DESCRIPTION	UNIT PRICE	UNIT PRICE
TRANE A/C PARTS - Discount	30.5%	32.0%
Submittals:		
Pricer	Yes	Yes