

# District School Board of Pasco County

## Bid Recommendation

<b>Bid Title</b>	Bank Courier Services		<b>Number of Vendors Notified</b>	63
<b>Bid Number</b>	10-010-AZ		<b>Number of Bids Distributed</b>	15
<b>Date Solicited</b>	June 1, 2009		<b>Number of Vendors Bidding</b>	5
<b>Date Opened</b>	June 22, 2009		<b>Number of Formal "No Bid" Responses</b>	0
<b>Date Board Presentation</b>	July 7, 2009		<b>Funding Source</b>	Food & Nutrition General Funds
<b>Total Savings</b>	<b>\$29,894</b>		<b>Grand Total of Bid</b>	\$92,610

**Recommendation:** Recommend acceptance of bid from Crosstown Couriers per the attached bid tabulation as lowest and best bid meeting written specifications.

**Term of Contract:** This bid on behalf of the Food & Nutrition Services Dept. and is for daily bank courier services between the schools, the District Office complex, and the District's central vault facility with Bank of America in Tampa. The bid term is three (3) years, renewable at the mutual agreement of the parties.

**Notations and Exceptions:** All bids were evaluated based on the total all-or-none lowest price for all locations, for all days during which service is needed during the 2009-2010 school year. Prices will remain fixed for the first year of the contract, with any increases or decreases during subsequent years tied to the CPI rate of inflation. Cost savings have been calculated as the difference between the low bid and the average cost submitted by the other bidders.

Offers from other vendors listed herein are the only offers received per 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:**

Carol Haynes, FNS Financial Specialist  
Nicole Westmoreland, FNS Coordinator

**Bid Prepared By:**

Arlene Zimney, CPPB, C.P.M., Buyer

**Reviewed and Authorized By:**

Kendra Goodman, CPPB, Purchasing Agent

Date/Time June 30, 2009; 9:51:00

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: June 22, 2009 @ 2:30 pm	American Courier Express	Crosstown Couriers	Dunbar Armored, Inc.	MidFlorida Armored & ATM Svcs, Inc.	USA Couriers, Inc.
BID TITLE: Bank Courier Services	7604 Industrial Lane	5422 Bay Center Drive #151	50 Schilling Road	4314 W MLK Blvd	15 Court Square #400
BID #10-010-AZ	Tampa, FL 33637	Tampa, FL 33609	Hunt Valley, MD 21031	Tampa, FL 33614	Boston, MA 02108
<b>**BOARD MEETING JULY 7, 2009**</b>					
DESCRIPTION	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE
Total all-or none fee:	\$141,750.00	\$92,610.00	\$112,770.00	\$122,094.00	\$113,400.00