



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

October 20, 2009

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent *KDG/lmr*

RE: Emergency Purchase Orders #00004140
Cortez Heating and Air Conditioning, Inc.

The attached emergency purchase orders with Cortez Heating and Air Conditioning, Inc. is being forwarded for your consideration and subsequent ratification purpose. This emergency request is from John Petrashek, Director of Construction Services and Code Compliance (attached) for the emergency purchase to have chiller #1 replaced at Wesley Chapel High School.

The replacement to chiller #1 at Wesley Chapel High School was declared an emergency as defined under Florida State Statute, 287.057(5)(a). Under the Department of Education Rule 6A-1.012(12)(e), the Board may make emergency purchases after obtaining pricing information from at least two prospective vendors in order to verify the District is receiving a fair and competitive price. After review of the competitive quotes, it was determined that Cortez Heating and Air Conditioning, Inc. was a fair and reasonable price and was in the best interest of the School Board.

Therefore, at this time, it is my recommendation that the Board ratify the action and process associated with this emergency order to Cortez Heating and Air Conditioning, Inc. in the amount of \$189,976.

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/lmr

Attachments

Date/Time: October 14, 2009 10:41:00



District School Board of Pasco County

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638 • 813/794-2000

Heather Fiorentino, Superintendent

www.pasco.k12.fl.us

Construction Services and Code Compliance
11839 Treecreeze Drive, New Port Richey, FL 34654
John L. Petrashek, Director


813/794-7950 Fax: 727/774-7992
727/774-7950 TDD: 813/794-2484
352/524-7950
jpetrash@pasco.k12.fl.us

CS-09/10-112

MEMORANDUM

October 8, 2009

TO: Kendra Goodman, Purchasing Agent
Laurie Roberts, Buyer

FROM: John Petrashek, Director of Construction Services & Code Compliance 

SUBJECT: Emergency Purchase Order –
Wesley Chapel High School Chiller

The Construction Services & Code Compliance Department is requesting an emergency purchase order in the amount of \$189,976.00 to replace one (1) HVAC chiller #1 at Wesley Chapel High School. The purchase order will include parts and labor to replace the existing chiller at this location. We are declaring this an emergency due to the fact that the current chiller does not function at all. This will result in the facility not having adequate air conditioning.

An emergency purchase order will need to be addressed to Cortez Heating & Air Conditioning. The funding for this project in the amount of \$189,976.00 will come from the following coding: 370.0063.8510.0680.7400.0000.

Thank you for your assistance in this matter. Please feel free to contact me at extension #47951 for any questions or concerns you may have.

JLP/clt

xc: Olga Swinson, Chief Finance Officer
Bill Kleinsorge, Director of Finance
Sam Draper, Capital Project Coordinator

DISTRICT SCHOOL BOARD OF PASCO COUNTY
PURCHASING DEPARTMENT
 20430 GATOR LANE LAND O' LAKES, FL 34638
 PHONE: 813.794.2221 FAX: 813.794.2111

PURCHASE ORDER NUMBER
 4140

PAGE 1 OF 1

INVOICE IN TRIPLICATE
 INCLUDING THIS PURCHASE ORDER NUMBER TO:
 District School Board of Pasco County
 Accounts Payable
 7227 Land O Lakes Blvd
 Land O Lakes FL 34639
 Telephone 813/794-2290

A TAXPAYER IDENTIFICATION NUMBER CERTIFICATION FORM WITH THE VENDOR'S CURRENT EMPLOYER IDENTIFICATION NUMBER OR SOCIAL SECURITY NUMBER MUST BE ON FILE WITH THE PURCHASING DEPARTMENT OR THE PAYMENT WILL NOT BE ISSUED.

Reasonable cost changes may be permitted, provided they are not on a blanket purchase order, bid, quote or contracted item, but must not exceed 5% of the total order without prior approval in writing from the Purchasing Department. We reserve the right to retain any and all shipped merchandise and to deny payment for any charges that are contrary to an awarded contract of this or another governmental agency, or that are beyond the aforementioned 5%.

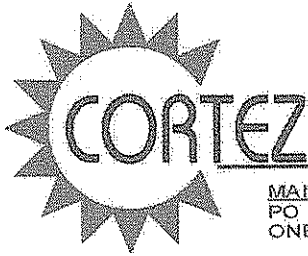
VENDOR
 CORTEZ HEATING AND AIR
 CONDITIONING INC
 PO BOX 78
 ONECO FL 34264

SHIP TO F.O.B. DESTINATION
 Wesley Chapel High School
 30651 Wells Road
 Wesley Chapel FL 33545

DATE PRINTED	ORDERED BY/DEPARTMENT	CLASS ITEM NO.	FEDERAL EMPLOYER ID NO.	SALES TAX EXEMPTION NO.
10/09/09	JOHN PETRASHEK	91036	59-6000792	85-8013921275C-1

SEQ	DESCRIPTION	PCSB ITEM	QTY	UNIT	UNIT PRICE	EXTENDED AMOUNT
001	REMOVE AND REPLACE CHILLER #1 AS PER PROPOSAL DATED 10/8/09		1	EACH	189,976.0000	189,976.00
	* * * ITEM TOTAL * * *					189,976.00
	PASCO SCHOOL BOARD USE ONLY					
	370.0063.8510.0680.7400.0000					189,976.00
	* * ACCT TOTAL * *					189,976.00
	REQ NBR: 00000 VNDR NBR: V0000061494					

Kendra Brodman
 PURCHASING AGENT/S/



Heating & Air Conditioning, Inc. CAC039684

MAIL
PO BOX 78
ONECO, FL 34264

OFFICE
5928 21ST STREET EAST
BRADENTON, FL 34203

VOICE (941) 755-5211
FAX (941) 758-4210
www.cortez-ac.com

October 8, 2009

Attn: Ms. Roberts
District School Board of Pasco County
11836 Treebreeze Drive
New Port Richey, FL 34654

Subject: Wesley Chapel High School Chiller Replacement

Dear Ms. Roberts,

Thank you for the opportunity to quote your work. We are pleased to quote as follows:

Project Scope of Work:

- Provide one (1) 150 ton rental chiller for 3 months
 - Based on a **28 day month cycle**
 - Hook up chilled water piping to rental chiller
 - Hook up electrical to rental chiller
 - Excludes any hidden charges/taxes from rental company
 - Rental company terms and conditions apply
- Remove one (1) defective York chiller
- Provide & Install one (1) new Carrier 30XA-300
Air-Cooled Rotary Screw Chiller
 - Model 30RB-300
 - Actual Capacity: 288.3 Tons
 - Efficiency: 10.7 EER
 - Freeze Protection
 - Suction Line Insulation
 - Suction Service Valve
 - Non-Fused Disconnect
 - Micro Channel, E-Coat
 - Wye-Delta
 - Minimum Load Control
 - Single Point
 - Coil Grill
 - Low Sound Condenser Fans (see add below for complete low sound package)
 - Five (5) Year Compressor Parts Warranty
 - Factory Start-up and 1st Year Parts and Labor Warranty
 - **Lead Time is 7 to 8 weeks plus transit time**
- Install chilled water piping to new chiller
- Install electrical to new chiller
- Insulate disturbed chilled water lines
- Reconnect controls
- Startup and operate system
- Exclusions: extending chiller pad if needed, any additional work not specified, fencing for temporary chiller etc..

The total Price for the above scope of work is \$189,976.00. This price includes tax on the chiller only. This quotation is good for 30 days. Cortez standard terms and conditions apply.