



# 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](http://www.pasco.k12.fl.us)

Department of Purchasing

Kendra Goodman, CPPO, 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](mailto:kgoodman@pasco.k12.fl.us)

July 6, 2010

## MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent *KG*

RE: Third Year Renewal of Three-Year Contract  
Bid # 09-016-GF: Grounds Maintenance – Crews Lake Middle School  
Phil's Lawn Maintenance

On July 29, 2008, official action was taken to award the above-referenced bid to Phil's Lawn Maintenance. This bid is a three-year contract, renewable annually based upon mutual consent of both parties. Subsequently, the second year of the agreement was awarded on June 2, 2009 and covers the period from August 4, 2009 through August 3, 2010.

Considering services have been satisfactory, Philip T. Copeland, Owner, Phil's Lawn Maintenance, was contacted to verify his willingness to enter into the third year of the agreement. As such, Philip T. Copeland has agreed in writing to enter into the third year of the contract.

At this time, it is my recommendation to enter into the third year of the agreement with Phil's Lawn Maintenance. The third year of the contract will cover the period August 4, 2010 through August 3, 2011.

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.

dr

Date/Time: June 29, 2010 12:46:00



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Please return by: June 4, 2010  
Thank you.

May 24, 2010

**REQUEST FOR BID RENEWAL**

BID # 09-016-GF BID TITLE: Grounds Maintenance: CLMS (Phil's Lawn Maintenance)

Yes, I agree to renew Bid #09-016-GF for the third year, under the same terms and conditions as the existing bid. The renewal period for the second year will begin on 8/04/2010 and expire on 8/03/2011.

No, I do not agree to renew Bid# 09-016-GF

Principal Signature:

Typed Name and Title:

CHRIS CHRISTOFF, PRINCIPAL

**RANK THE FOLLOWING FROM 1 TO 5 (1-EXTREMELY UNSATISFIED, 5-EXTREMELY SATISFIED)**

Quality:	<u>4</u>	Rank all of the following (if applicable):	<u>4</u>
Service:	<u>4</u>	Quality of services satisfactory:	<u>5</u>
Cost:	<u>N/A</u>	Cutting made when scheduled:	<u>5</u>
Overall:	<u>4</u>	Firm and staff cooperative:	<u>4</u>
		Staffing adequate/professional:	<u>4</u>
		Problems solved on first phone call:	<u>4</u>
		Special request & emergency:	<u>4</u>

What additional services do they provide to offer to you? CHANGED WEEDING PATTERN AT SCHOOLS REQUEST. SCORE: 4

Is the company easy to get in contact with and how is the response? YES. SCORE: 5

What has most impressed you about this company? ATTENTION TO DETAIL SCORE: 4

**TOTAL SCORE: 13**

COMMENTS: \_\_\_\_\_

PLEASE RETURN TO: DEBRA REAVES, BUYER ASSISTANT  
PURCHASING DEPARTMENT  
(813) 794-2229 (PHONE) (813) 794-2111 (FAX)



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352/524-2221 e-mail: [kgoodman@pasco.k12.fl.us](mailto:kgoodman@pasco.k12.fl.us)

June 2, 2009

## MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent *KG*

RE: Second Year Renewal of Three-Year Contract  
Bid # 09-016-GF: Ground Maintenance: Crews Lake Elementary School  
Phil's Lawn Maintenance

On July 29, 2008, official action was taken to award the above-referenced bid to Phil's Lawn Maintenance. This bid is a three-year contract, renewable annually based upon mutual consent of both parties. The first year of the contract will expire on August 3, 2009.

Considering services have been satisfactory, Philip T. Copeland, Owner, Phil's Lawn Maintenance, was contacted to verify his willingness to enter into the second year of the agreement. As such, Phil's Lawn Maintenance has agreed in writing to enter into the second year of the contract.

At this time, it is my recommendation to enter into the second year of the agreement with Phil's Lawn Maintenance. The second year of the contract will cover the period August 4, 2009 through August 3, 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.

dsr

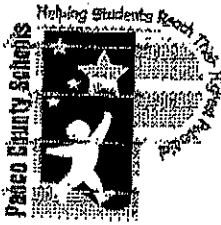
Attachment

Date/Time:

District School Board  
of Pasco County

JUN 02 2009

Board Approved



# District School Board of Pasco County

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

Heather Fiorentino, Superintendent

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Department of Purchasing  
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352/524-2221 e-mail: [kgoodman@pasco.k12.fl.us](mailto:kgoodman@pasco.k12.fl.us)

May 5, 2009

## ~~BID RENEWAL REQUEST~~ BID # 09-016-GF: Ground Maintenance - CLMS

Yes, I agree to renew Bid # 09-016-GF for the second year, under the same terms and conditions as the existing bid. The renewal period for the second year will begin on ~~August 4, 2009~~ and expire on August 3, 2010.

No, I do not agree to renew Bid # 09-016-GF

Company Name: Phil's Lawn Maintenance

Signature: Philip T Copeland Date: 5-11-09

Typed Name and Title: Philip T Copeland-Owner

Telephone (w/area code): 727-863-1872 Fax Number (w/area code): 801-672-2781

DATE DUE: PLEASE FAX TO PURCHASING NO LATER THAN: May 12, 2009

By agreeing to renew, vendor acknowledges and agrees to be in compliance with the "Jessica Lunsford Act". Vendors conducting business with the District School Board of Pasco County, who will (1) be at the school when students are present, or (2) have direct contact with students, or (3) have access to or control of school funds must be Level 2 fingerprinted by Human Resources. If any of the above applies to this contract, you must have those individuals Level 2 fingerprinted and screened by the Districts Human Resource Department prior to commencement of services or work and must provide a list of employees with renewal. Please contact 813/794-2521 to arrange for an appointment. Costs associated with this background screening are to borne by the vendor. You may access information regarding this law through the internet link: <http://www.flcourts.gov/state-us/news/05-11/051101a.htm>. This law is effective September 1, 2005.

The prospective bidder certifies, by submission and signature of this bid renewal form, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction per the provisions of Florida Statute 287.133(2)(a).

PLEASE RETURN TO: DISTRICT SCHOOL BOARD OF PASCO COUNTY  
ATTN: ~~DEBRA REAVES, BUYER ASSISTANT~~  
PURCHASING DEPARTMENT  
20435 CAYFOR LANE  
LAND O' LAKES, FL 34638  
(813) 794-2113 (PHONE) (813) 794-2113 (FAX)

District School Board  
of Pasco County

MAY 02 2009

Board Approved

## District School Board of Pasco County Bid Recommendation

<b>Bid Title</b>	Grounds Maintenance – CLMS – Maintenance	<b>Number of Vendors Notified</b>	179
<b>Bid Number</b>	09-016-GF	<b>Number of Bids Distributed</b>	9
<b>Date Solicited</b>	June 5, 2008	<b>Number of Vendors Bidding</b>	4
<b>Date Opened</b>	July 15, 2008	<b>Number of Formal “No Bid” Responses</b>	5
<b>Date Board Presentation</b>	July 29, 2008	<b>Funding Source</b>	General
<b>Total Savings</b>	\$7,379.33	<b>Grand Total of Bid</b>	\$28,760.00 Estimate

**Recommendation:** Recommend acceptance of bid as noted on attached bid tabulation sheet as lowest and best responsive, responsible bid from Phil’s Lawn Maintenance meeting written specifications.

**Term of Contract:** This bid is for grounds maintenance at Crews Lake Middle School. Grand total is an estimate only, unit prices will prevail. This is the first year of a three-year bid renewable annually by mutual consent of both parties. The first year contract period is August 4, 2008 through August 3, 2009.

**Notations and Exceptions:** Savings determined by averaging all non-awarded vendor prices and subtracting from recommended vendor’s pricing.

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:** Edward Flicker, Custodial Coordinator

**Bids Prepared By:** Gail Fowler, CPPB, Buyer

**Reviewed and Authorized By:** Kendra D. Goodman, CPPB, Purchasing Agent

DATE/TIME: July 23, 2008; 08:34:00

District School Board  
of Pasco County

JUL 02 2008

Board Approved

District School Board  
of Pasco County

JUL 29 2008

Board Approved

