



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, CPPO, CPPB, Purchasing Agent
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July 6, 2010

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent 

RE: Bid #10-048-LR A/C Filters
Maintenance Department
Johnstone Supply

On October 6, 2009, official action (attached) was taken to enter into the first year of the above-referenced bid with Johnstone Supply. This recommendation was for an anticipated annual expenditure of \$79,903.23 for the first year. The first year covers the period October 7, 2009 through October 6, 2010.

At this time, the Maintenance Department has determined that an additional \$15,000 will be needed through October 6, 2010, to cover the anticipated expenditures for the balance of the first year. This increase is due to the fact that we have added new facilities. At this time, it is my recommendation that the Board approve the additional dollar amount of \$15,000 through October 6, 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/amj

Attachments



District School Board of Pasco County

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

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Department of Maintenance & Facility Services
Gerry Brown, Director
Mark A. Fox, Senior Crew Chief

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MFS-007-10

MEMORANDUM

June 18, 2010

TO: Kendra Goodman, Purchasing Agent
Laurie Roberts, Buyer

FROM: Gerry Brown, Director of Maintenance & Facility Services
Barbara Laycock, Maintenance Operations Manager

SUBJECT: Funding Increase for AC Filters Bid #10-048-LR

The Maintenance and Facility Services department is requesting to increase the dollar amount of bid #10-048-LR. The increase amount requested is \$15,000.00.

The increase is due to the fact that we did not have a good annual estimate of the usage and we have added new facilities.

Thank you in advance for your assistance in this matter. Please feel free to contact the maintenance department at ext. 47900 for any questions you may have.

District School Board of Pasco County Bid Recommendation

Bid Title	A/C Filters Maintenance Department	Number of Vendors Notified	194
Bid Number	10-048-LR	Number of Bids Distributed	25
Date Solicited	August 18, 2009	Number of Vendors Bidding	8
Date Opened	September 15, 2009	Number of Formal "No Bid" Responses	0
Date Board Presentation	October 6 2009	Funding Source	General
Total Savings	\$22,984.66	Grand Total of Bid	\$79,903.23

Recommendation:

Recommend acceptance of bid from Johnstone Supply, as noted on the attached bid tabulation sheet, as lowest and best, responsive and responsible "all-or-none" bid meeting written specifications.

Term of Contract:

This bid is for A/C filters "as needed" by the Maintenance Department for 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 October 7, 2009 to October 6, 2010.

Notations and Exceptions:

Recommend rejection of Trane HVAC's bid for failure to return signature page of the bid document. Several vendors had addition errors. These addition errors did not change the apparent low bidder.

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.

Savings were determined by averaging all bids submitted and subtracting the recommended vendor's price.

Bids Evaluated By:

Phil Laycock, Maintenance Crew Chief, Maintenance Department
Emil Dacanay, Mechanical Engineer, Construction Services & Code Compliance

Bids Prepared By:

Laurie Roberts, CPPB, Buyer, Purchasing Department

Reviewed and Authorized By:

Kendra Goodman, CPPB, Purchasing Agent
Date/Time: September 30, 2009 10:23:00