



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

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

August 17, 2010

MEMORANDUM

TO: Honorable School Board Members

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

RE: Third Year Renewal of Three-Year Contract
Bid # 09-040-GF: Lubricants
SSI Petroleum

On September 2, 2008, official action was taken to award the above-referenced bid to SSI Petroleum. 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 August 18, 2009 and covers the period from September 4, 2009 through September 3, 2010.

Considering services have been satisfactory, Robert Young, Chief Financial Officer, SSI Petroleum was contacted to verify his willingness to enter into the third year of the agreement. As such, Robert Young 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 SSI Petroleum. The third year of the contract will cover the period September 4, 2010 through September 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.

KDG/dr



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BID RENEWAL REQUEST

BID #09-040-GF

BID TITLE: Lubricants – Transportation Department

Yes, I agree to renew Bid #09-040-GF under the same terms and conditions as the existing bid. The third year period shall be from September 4, 2010 through September 3, 2011.

No, I do not agree to renew Bid #09-040-GF.

COMPANY NAME: SSI Petroleum

SIGNATURE: _____

TYPED NAME AND TITLE: Shawni Kuhn

TELEPHONE (WITH AREA CODE): 863-965-8788

FAX NUMBER (WITH AREA CODE): 863-967-6235

E-MAIL: skuhn@ssipetro.com r.young@ssipetro.com

DATE: 7-21-2010

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 FAX BACK TO: DISTRICT SCHOOL BOARD OF PASCO COUNTY
ATTENTION: Debra Reaves, Buyer Assistant
PURCHASING DEPARTMENT
20430 GATOR LANE
LAND O' LAKES, FL 34638
(813) 794-2219 (PHONE)
(813) 794-2111 (FAX)



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352/ 524-2221 e-mail: kgoodman@pasco.k12.fl.us

August 18, 2009

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent 

RE: Second Year Renewal of Three-Year Contract
Bid # 09-040-GF: Lubricants—Transportation Department
SSI Petroleum

On September 2, 2008, official action was taken to award the above-referenced bid to SSI Petroleum. 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 September 4, 2009.

Considering services have been satisfactory, Shawni Kuhn, Territory Sales Manager, SSI Petroleum, was contacted to verify his willingness to enter into the second year of the agreement. As such, SSI Petroleum has agreed in writing to enter into the second year of the contract.

At this time, it is my recommendation to enter into the third year of the agreement with SSI Petroleum. The second year of the contract will cover the period September 4, 2009 through September 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

District School Board
of Pasco County

AUG 18 2009

Date/Time:

Board Approved



District School Board of Pasco County

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

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Heather Fiorentino, Superintendent

Department of Purchasing
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352/524-2221 e-mail: kgoodman@pasco.k12.fl.us

July 14, 2009

BID RENEWAL REQUEST

BID # 09-040-GF: Lubricants - Transportation Department

Yes, I agree to renew Bid # 09-040-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 September 4, 2009 and expire on September 3, 2010.

No, I do not agree to renew Bid # 09-040-GF

Company Name: SSI Petroleum
Signature: Shawni Kuhn Date: 7/20/09

Typed Name and Title: Shawni Kuhn

Telephone (w/area code): 863-965-8788 Fax Number (w/area code): 863-967-6235

DATE DUE: **PLEASE FAX TO PURCHASING NO LATER THAN: July 20, 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://election.dos.state.fl.us/laws/051laws/ch_2005-028.pdf. 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
20430 GATOR LANE
LAND O' LAKES, FL 34638
(813) 794-2219 (PHONE) (813) 794-2713 (FAX)

District School Board
of Pasco County
AUG 18 2009
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Bid Recommendation

Bid Title	Lubricants – Transportation Dept.		Number of Vendors Notified	55
Bid Number	09-040-GF		Number of Bids Distributed	9
Date Solicited	July 22, 2008		Number of Vendors Bidding	3
Date Opened	August 14, 2008		Number of “No Bid” Responses	6
Date Board Presentation	September 2, 2008		Funding Source	General
Total Savings	\$7,418.54		Grand Total of Bid	\$94,438.25 Estimate

Recommendation: Recommend acceptance of bid as noted on attached bid tabulation sheet from SSI Petroleum, as lowest and best responsive, responsible bid meeting written specifications.

Term of Contract: This bid is for the Transportation Department’s “as needed” lubricants throughout the District. This is the first year of a three-year bid renewable annually by mutual consent of both parties. The first year contract period is September 4, 2008 through September 3, 2009.

Notations and Exceptions: Bid contains an escalation clause allowing the vendor to request a price increase in writing every 120 days during the contract period. 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: Tad Kledzik, Supervisor of Transportation Maintenance

Bids Prepared By: Gail Fowler, CPPB, Buyer

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

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AUG 18 2009

SEP 02 2008

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