



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

813/794-2221 Fax: 813/794-2111

727/774-2221 TDD: 813/794-2484

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

December 7, 2010

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent 

RE: Third Year Renewal of Three-Year Contract
Bid #09-105-GF: Multi-Purpose Cleaning Machine – Maintenance Department
Cosgrove Enterprises

On February 17, 2009, official action (attached) was taken to award the above-referenced bid to Cosgrove Enterprises. 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 December 15, 2009. The second year of the agreement will expire on February 20, 2011.

Considering services have been satisfactory, Randy Shelton, Vice President, Cosgrove Enterprises, was contacted to verify his willingness to enter into the third year of the agreement. As such, Randy Shelton has agreed in writing (attached), to enter into the third year of the contract.

Therefore, at this time, it is my recommendation to enter into the third year of the agreement with Randy Shelton. The third year of the contract will cover the period of February 21, 2011 through February 20, 2012. 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

Attachments

District Wide Accreditation • Southern Association of Colleges and Schools

Date/Time: December 1, 2010 10:25:00



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BID RENEWAL REQUEST

BID #09-105-GF

BID TITLE: Multi-Purpose Cleaning Machine - Maintenance Department

Yes, I agree to renew Bid #09-105-GF under the same terms and conditions as the existing bid. The third year period shall be from February 21, 2011 through February 20, 2012.

No, I do not agree to renew Bid #09-105-GF

COMPANY NAME: Cosgrove Enterprises

SIGNATURE: 

TYPED NAME AND TITLE: Randy Shelton, Vice President

TELEPHONE (WITH AREA CODE): 813-621-7744

FAX NUMBER (WITH AREA CODE): 813-621-7745

E-MAIL: rs@e-cosgrove.com

DATE: 11/8/2010

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

December 15, 2009

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent 

RE: Second Year Renewal of Three-Year Contract
Bid #09-105-GF, Multi-Purpose Cleaning Machine – Maintenance Department
Cosgrove Enterprises

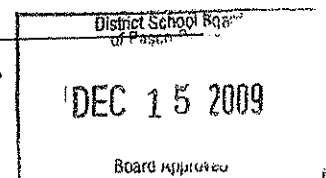
On February 17, 2009, official action (attached) was taken to award the above-referenced bid to Cosgrove Enterprises. This bid is a three-year contract, renewable annually based upon mutual consent of both parties. The first year of the agreement will expire on February 21, 2010.

Considering services have been satisfactory, Randy Shelton, Vice President, Cosgrove Enterprises was contacted to verify his willingness to enter into the second year of the agreement. As such, Randy Shelton has agreed in writing (attached), to enter into the second year of the contract.

Therefore, at this time, it is my recommendation to enter into the second year of the agreement with Cosgrove Enterprises. The second year of the contract will cover the period of February 21, 2010 through February 20, 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

Attachments





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727/ 774-2221 TDD: 813/ 794-2484
352/ 524-2221 e-mail: kgoodman@pasco.k12.fl.us

BID RENEWAL REQUEST BID #09-105-GF BID TITLE: Multi-Purpose Cleaning Machine – Maintenance Department

Yes, I agree to renew Bid #09-105-GF under the same terms and conditions as the existing bid. The second year period shall be from February 21, 2010 through February, 20, 2011.

No, I do not agree to renew Bid #09-105-GF

COMPANY NAME: Cosgrove Enterprises

SIGNATURE: [Signature]

TYPED NAME AND TITLE: Randy Shelton, Vice President

TELEPHONE (WITH AREA CODE): 813-621-7744

FAX NUMBER (WITH AREA CODE): 813-621-7745

E-MAIL: rs@e-cosgrove.com

DATE: 11/1/09 Due Date: October 28, 2009

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
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District School Board
of Pasco County
DEC 15 2009
Board Approves

District School Board of Pasco County

Bid Recommendation

Bid Title	Multi-Purpose Cleaning Machine – Maintenance		Number of Vendors Notified	153
Bid Number	09-105-GF		Number of Bids Distributed	10
Date Solicited	December 16, 2008		Number of Vendors Bidding	3
Date Opened	January 22, 2009		Number of “No Bid” Responses	7
Date Board Presentation	February 17, 2009		Funding Source	General
Total Savings	\$500.00		Grand Total of Bid	\$50,000.00 3 Year Estimate

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

Term of Contract: This bid is for the Maintenance Department’s requirements for multi-purpose cleaning machines for use throughout the District on an “as needed” basis. Grand total is an estimate only. This is the first year of a three-year bid renewable annually by mutual consent of both parties. The first year contract period is April 21, 2009 through April 20, 2010.

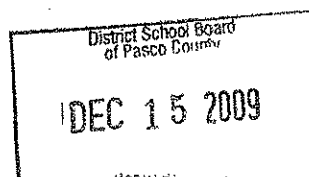
Notations and Exceptions: Savings based on historical usage on an annual basis.

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 



District School Board
of Pasco County

FEB 17 2009

Board Approved