



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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Department of Purchasing

Kendra Goodman, CPPO, CPPB, Purchasing Agent

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August 21, 2012

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent

RE: Request Dollar Approval for Additional Expenditures
Bid 10-043-GF: Floor Machine Maintenance & Repair
Janitor's Supply Depot

On September 1, 2009, official action (attached) was taken to award the above-referenced bid to Janitor's Supply Depot. This is a three-year bid, renewable annually, at the mutual agreement of the parties. The third year of the agreement was Board approved on September 6, 2012 and will expire on September 30, 2012.

At the time of the award, we anticipated expenditures of approximately \$56,665.44 for maintenance and service on the District owned floor machines. Recently, we have been advised by Mark Fox, Custodial Services Senior Crew Chief, of additional work needed at various locations throughout the District. As a result, we are requesting an additional \$10,000 in expenditures for these services through September 30, 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

District School Board of Pasco County Bid Recommendation

Bid Title	Floor Machine Main. & Repair – Maintenance Department		Number of Vendors Notified	42
Bid Number	10-043-GF		Number of Bids Distributed	5
Date Solicited	July 15, 2009		Number of Vendors Bidding	1
Date Opened	August 12, 2009		Number of “No Bid” Responses	4
Date Board Presentation	September 1, 2009		Funding Source	General
Total Savings	\$500.00		Grand Total of Bid Estimate	\$56,665.44

Recommendation: Recommend acceptance of bid from Janitor’s Supply Depot as noted on attached bid tabulation sheet as lowest and best responsive, responsible meeting written specifications.

Term of Contract: This bid is for the quarterly maintenance and repair of various types of floor machines (battery and floor scrubbers, propane and battery burnishers and restroom cleaning machines). This is the first year of a three-year bid renewable annually by mutual consent of both parties. The first year of the contract is effective October 1, 2009 through September 30, 2010.

Notations and Exceptions: Although we received only one bid, the Custodial Coordinator has indicated that these prices are in line with previous pricing and competitive in the market place. Savings are based on retail pricing of one each item.

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

SEP 01 2009

Board Approved

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: AUGUST 12, 2009 2:30 PM		Janitors Supply Depot		
BID TITLE: FLOOR MACHINE MAINTENANCE & REPAIR		11932 Manici Way		
BID #: 10-043-GF		New Port Richey, FL 34654		
ITEM #	DESCRIPTION	UNIT PRICE	NUMBER OF UNITS	YEARLY TOTAL
	Firm-fixed price per unit for quarterly service, adjustment and reporting:			
A.	Battery Floor Scrubber Price per Service	46.79	109	5,100.11
B.	Propane Floor Burnisher Price per Service	48.14	95	4,573.30
C.	Battery Floor Burnisher Price per Service	38.85	1	38.85
D.	Restroom Cleaning Machine Price per Service	44.10	101	4,454.10
	Total "All or None" Bid Price for Quarterly Services:			56,665.44
	Additional Repairs			
A.	Parts: OEM list price less %	10%		
	After Market price less %	10%		
	Warranty	3 months		
B.	Labor: Per Hour	40.00		
	Warranty	3 months		
C.	Pick-Up/Delivery Charge:	25.00		

District School Board
 of Pasco County
SEP 01 2009
 3:00 PM

