



# DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

## Purchasing Services

Michael J. Woodall, CPPO, Purchasing Agent

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

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

352/524-2221 email: [mwoodall@pasco.k12.fl.us](mailto:mwoodall@pasco.k12.fl.us)

November 5, 2013

## MEMORANDUM

TO: Honorable School Board Members

FROM: Michael J. Woodall, CPPO, CPPB, Purchasing Agent *M.J.W.*

RE: Request Approval for Additional Expenditures for gloves  
Bid #13-070-VJ, Various Warehouse Stock and Supplies – Art Paper,  
Health Supplies, Janitorial Supplies and Tissue, and  
Office Supplies  
Southeastern Paper Group, Inc.

On May 7, 2013, official action was taken to award Southeastern Paper Group, Inc. for the purchase of various types of gloves to be used for warehouse stock. This recommendation was for an annual expenditure of approximately \$13,000.

At this time, it has been determined that an additional \$41,000 will be needed to cover the use of gloves by the Food and Nutrition Services Department at various schools, and departments throughout the District for the balance of the 2013-2014, school year. It is my recommendation that the Board approve the additional dollar amount of \$41,000 through June 30, 2014.

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.

MJW/dam  
Attachments

Date/Time: October 30, 2013 08:40:00

(813) 794-2000 • (352) 524-2000 • (727) 774-2000 • [www.pasco.k12.fl.us](http://www.pasco.k12.fl.us)

# District School Board of Pasco County

## Bid Recommendation

<b>Bid Title</b>	Various Warehouse Stock & Supplies (Part I)		<b>Number of Vendors Notified</b>	663
<b>Bid Number</b>	13-070-VJ		<b>Number of Bids Distributed</b>	98
<b>Date Solicited</b>	February 12, 2013		<b>Number of Vendors Bidding</b>	25
<b>Date Opened</b>	March 22, 2013		<b>Number of Formal "No Bid" Responses</b>	1
<b>Date Board Presentation</b>	May 7, 2013		<b>Funding Source</b>	General
<b>Total Savings</b>	\$118,217.20 (Estimated)		<b>Grand Total of Bid</b>	\$343,012.60 (Estimated)

**Recommendation:** Recommend acceptance of bids as noted on the attached tabulation sheet as lowest and best responsive and responsible bids meeting written specifications.

**Term of Contract:** This bid is for the annual purchase of supplies to be stocked in the Central Warehouse for use throughout the District.

**Notations and Exceptions:**

**Part B – Health Supplies**

**Item WHS-008, WHS-016 & WHS-021:** Recommend rejection of lower bid from Dade Paper Company as they are unable to hold pricing through end of contract period. Recommend acceptance of bid from Southeastern Paper Company as lowest and best, responsive and responsible bid meeting written and testing specifications.

**Item WJS-042 & WJS-044:** Recommend rejection of lower bid from Clearwater Distribution d/b/a Gulfstar Supply as gloves do not meet testing criteria (i.e. gloves are thin and the cuffs are short.) Recommend acceptance of bid from Southeastern Paper Company, as lowest and best, responsive and responsible bid meeting testing criteria.

**Part E – Office Supplies**

**Item WOS-034:** Recommend rejection of lower bid from Smith Office Supply as binders do not meet testing criteria (i.e. weak covers, outside plastic ripped easily and ring assemblies seemed weak.) Recommend acceptance of bid from Pyramid School Products, as lowest and best, responsive and responsible bid meeting testing criteria.

**Notations and Exceptions:** continued

**Part E – Office Supplies:** continued

**WOS-035 through WOS-036:** Recommend rejection of lower bid from School Specialty as binders do not meet testing criteria (i.e. weak covers, outside plastic ripped easily and ring assemblies seemed weak.) Recommend acceptance of bid from Pyramid School Products, as lowest and best, responsive and responsible bid meeting testing criteria.

**Item WOS-049 and WOS-050:** Request permission to acquire three (3) quotes as no bids were received for these items.

Item # **WJS-051** in Award Group – Part C is still under evaluation, and will be submitted to a future Board meeting.

**Bids Evaluated By:**

Jack Wright, JLMS-Plant Manager, Diane Meyers, MGES-Plant Manager, Dave VanMensel, FHS-Plant Manager

**Bid Prepared By:**

Deb Mateo, Buyer Assistant, Purchasing Department

**Reviewed and Authorized By:**

Michael J. Woodall, CPPO, Purchasing Agent

*Michael J. Woodall /ae/p*

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: March 22, 2013 2:30 PM			Southeastern Paper Group, Inc.	
BID TITLE: Various Warehouse Stock & Supplies - Art Paper, Health Supplies, Janitorial Supplies, Tissue, and Office Supplies			3850-7 Port Jacksonville Parkway	
BID # 13-070-VJ			Jacksonville, FL 32226	
<b>BOARD "May 7, 2013"</b>				
ITEM#	QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
WHS008	1,000 Boxes	Latex Gloves, Medium, no powder:	\$3.51	\$3,510.00
		Manufacturer & Product #:	The Safety Zone / GRPR	
WHS016	1,200 Boxes	Latex Gloves, Large, no powder:	\$3.50	\$4,200.00
		Manufacturer & Product #:	The Safety Zone / GRPR	
WHS021	1,500 Boxes	Vinyl Gloves, Medium, powdered:	\$2.01	\$3,015.00
		Manufacturer & Product #:	The Safety Zone / GVDR	
<b>Total "All or None" Bid Price for items in Part B:</b>			<b>\$10,725.00</b>	
			*Minimum Order Requirement \$3,500	

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: March 22, 2013 2:30 PM			Southeastern Paper Group, Inc.	
BID TITLE: Various Warehouse Stock & Supplies - Art Paper, Health Supplies, Janitorial Supplies, Tissue, and Office Supplies			3850-7 Port Jacksonville Parkway	
BID # 13-070-VJ			Jacksonville, FL 32226	
<b>BOARD "May 7, 2013"</b>				
ITEM#	QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
WJS042	400 Boxes	Gloves, Nitro, Extra Large, 100 per box:	\$3.71	\$1,484.00
		Manufacturer & Product #:	Inteplast / NF004	
			*Minimum Order - 120 Boxes	

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: March 22, 2013 2:30 PM			Southeastern Paper Group, Inc.	
BID TITLE: Various Warehouse Stock & Supplies - Art Paper, Health Supplies, Janitorial Supplies, Tissue, and Office Supplies			3850-7 Port Jacksonville Parkway	
BID # 13-070-VJ			Jacksonville, FL 32226	
<b>BOARD "May 7, 2013"</b>				
ITEM#	QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
WJS044	200 Boxes	Gloves, Nitro, Medium, 100 per box:	\$3.71	\$742.00
Manufacturer & Product #:			Inteplast / NF002	
			*Minimum Order - 120 Boxes	