



# 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

July 23, 2013

## MEMORANDUM

TO: Honorable School Board Members

FROM: Michael J. Woodall, CPPO, Purchasing Agent *MJW*

RE: Bid # 12-026-AF, Bard Manufacturing A/C Equipment & Supplies  
Third Year Renewal of Three-Year Contract  
Baker Distributing Company

On August 16, 2011, official action (attached) was taken to award the above-referenced bid to Baker Distributing Company. This is a three-year contract, renewable annually based upon mutual consent of both parties. Subsequently, the second year of the contract was renewed on July 3, 2012 for Section II Parts only, and will expire on September 16, 2013.

Considering services have been satisfactory, Robert Murray, Manager, Baker Distributing Company was contacted to verify his willingness to enter into the third year of the contract. As such, Robert Murray has agreed in writing (attached) to enter into the third year of the contract. Additionally, Gemaire Distributing, LLC was unwilling to renew Section 1: Equipment for the second year of the contract and new bid was issued for those items.

Therefore, at this time, it is my recommendation to enter into the third year of the contract for Section II Parts with Baker Distributing Company. The third year of the contract will cover the period of September 17, 2013 through September 16, 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/dr  
Attachment(s)

Date/Time: July 16, 2013 09:04:00



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## Purchasing Services

Michael J. Woodall, CPPO, Purchasing Agent

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## BID RENEWAL REQUEST

**BID #12-026-AF**

**BID TITLE: Bard Manufacturing A/C Equipment & Parts**

\_\_\_\_\_ x Yes, I agree to renew Bid #12-026-AF under the same terms and conditions as the existing bid. The third year period shall be from **September 17, 2013 through September 16, 2014.**

\_\_\_\_\_ No, I do not agree to renew Bid #12-026-AF

COMPANY NAME: Baker Distributing Company

SIGNATURE: \_\_\_\_\_

TYPED NAME AND TITLE: \_\_\_\_\_

TELEPHONE (WITH AREA CODE): 727-847-1047

FAX NUMBER (WITH AREA CODE): 727-842-8045

E-MAIL: \_\_\_\_\_

DATE: \_\_\_\_\_

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 EMAIL BACK TO: [dreaves@pasco.k12.fl.us](mailto:dreaves@pasco.k12.fl.us)

DISTRICT SCHOOL BOARD OF PASCO COUNTY

ATTENTION: Debra Reaves

PURCHASING DEPARTMENT

20430 GATOR LANE

LAND O' LAKES, FL 34638

(813) 794-2219 (PHONE)

(813) 794-2111 (FAX)



## 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](http://www.pasco.k12.fl.us)

Department of Purchasing  
Kendra Goodman, CPPO, CPPB, Purchasing Agent  
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352/ 524-2221 e-mail: [kgoodman@pasco.k12.fl.us](mailto:kgoodman@pasco.k12.fl.us)

July 3, 2012

### MEMORANDUM

TO: Honorable School Board Members

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

RE: Second Year of a Three-Year Contract  
Bid 12-026-AF, Bard Manufacturing A/C Equipment & Parts  
Baker Distributing Company, Inc. (Renewal)  
Gemaire Distributing, LLC (Non-Renewal)

On August 16, 2011, official action (attached) was taken to award bid to Gemaire Distributing, LLC for Section I – Equipment and to Baker Distributing Company, Inc. for Section II - Parts. This is a three year bid renewable annually based upon mutual consent of both parties. The first year of the contract will expire on September 16, 2012.

Considering services have been satisfactory, Baker Distributing Company, Inc. was contacted to verify their willingness to enter into the second-year of the agreement. As such, Brandon Mitchell, Branch Manager, has agreed in writing (attached), to enter into the second-year term of the contract.

Further, Gemaire Distributing, LLC has chosen not to renew (attached). A new bid will be issued for a “firm-fixed-percentage-off-manufacturer’s price list” for equipment previously awarded to Gemaire Distributing, LLC.

At this time, it is my recommendation to enter into the second-year term of the agreement with Baker Distributing Company, Inc. The second year of the contract will cover the period September 17, 2012 through September 16, 2013.

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/dam  
Attachments

District School Board  
of Pasco County

JUL 03 2012

Board Approved

## District School Board of Pasco County Bid Recommendation

<b>Bid Title</b>	Bard Manufacturing A/C Equipment & Parts	<b>Number of Vendors Notified</b>	280
<b>Bid Number</b>	12-026-AF	<b>Number of Bids Distributed</b>	15
<b>Date Solicited</b>	June 21, 2011	<b>Number of Vendors Bidding</b>	2
<b>Date Opened</b>	July 18, 2011	<b>Number of Formal "No Bid" Responses</b>	0
<b>Date Board Presentation</b>	August 16, 2011	<b>Funding Source</b>	General
<b>Total Savings</b>	N/A	<b>Grand Total of Bid</b>	Estimated \$70,000

**Recommendation:**

Recommend acceptance of the bids for Section 1 – Bard Manufacturing Equipment and Section 2 – Bard Manufacturing Parts as noted on the attached tabulation sheet, as lowest and best (i.e. largest discount), responsive and responsible bid meeting written specifications.

**Term of Contract:**

This bid is for a "firm-fixed-percentage-off-manufacturer's list (i.e. discount)" for as needed" Bard Manufacturing Equipment and Parts for the Maintenance Department for use throughout the District. It is estimated that annual purchases will be approximately \$35,000 for equipment and \$35,000 for parts. 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 September 17, 2011 through September 16, 2012.

**Notations and Exceptions:**

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.

**RFPs Evaluated By:**

Sean Mckillen, Assistant Air Conditioning Crew Chief, Maintenance and Facilities Services

**RFPs Prepared By:**

Amy Flack, Buyer, Purchasing Department

**Reviewed and Authorized By:**

Kendra Goodman, CPPO, CPPB, Purchasing Agent, Purchasing Department



District School Board  
of Pasco County

III 03 2012

Board Approved

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of Pasco County

AUG 16 2011

Board Approved

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: July 18, 2011 @ 2:30 PM	Baker Distributing Company Inc.	Gemaire Distributors, LLC.
BID TITLE: Bard Manufacturing A/C Equipment and Parts	8410 Redmar Street	2151 West Hillsboro Blvd., Suite 400
BID # 12-026-AF	Port Richey, FL 34668	Deerfield Beach, FL 33442
<b>**August 16, 2011 Board Meeting**</b>		
DESCRIPTION	UNIT PRICE	UNIT PRICE
<b>SECTION 1 - BARD Manufacturing Equipment</b>		
Equipment Discount	No Bid	43%
Pricer	No	Yes
<b>SECTION 2 - BARD Manufacturing Parts</b>		
Parts Discount	35%	33.50%
Pricer	Yes	Yes

District School Board  
of Pasco County

JUL 03 2012

Board Approved

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AUG 16 2011

Board Approved