

MCSB APPROVED 5/19/09
EXHIBIT # 11-A-3

Memorandum

TO: Martin County School Board Members
FROM: Jeff Carver, Purchasing Manager
DATE: May 19, 2009
SUBJECT: Request approval to **Award MCSD Bid #1002-0-2009/EP Custodial Supplies**

BID OPENED: 4/14/09 **BID RELEASED:** 3/26/09

CONTRACT PERIOD: 5-19-2009 through 5-18-2010, One (1) year term with annual renewal options.

ESTIMATED EXP. **\$75,000.00**

BUDGET REFERENCE Warehouse Stock Replenishment 0100...6100

SCOPE OF SERVICES: The awarded vendors will provide and deliver specified custodial items and a firm and fixed price.

RECOMMENDATION: Recommend award to the lowest responsive and responsible bidders by item. Awarded vendors include **Unipak, Southern Janitor, S.E. Paper, Neeld Paper, Calico Industries, All Florida Paper, and Unisource.**

Attachment: Bid Tabulation/Recommendation

c: Kelly Strickland, Interim Director of Finance
Ed Parker, Director of Purchasing
Erica Peace, Procurement Analyst