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MEMORANDUM

TO: Cathy Reed, Nutrition Service Director 

FROM: Brian Dennis 

DATE: May 29, 2012

Re: RFP No. 305-2013 PM & Repair of Walk in and Reach in Coolers District Wide

The Nutrition Service Department issued a Request for Proposals (RFP), to identify qualified vendors and establish a term contract for the preventive maintenance and repairs of walk-in and reach in coolers district wide. Three proposals were received. Each proposal was given thoughtful and careful consideration and was evaluated as per the criterion set forth in the RFP specifications. It is my recommendation to award the contract and pre-qualify Florida Air Specialists as the primary contractor. Additionally, I recommend that Brown's Refrigeration be pre-qualified as the first alternate contractor and Hodges Heating and Air Conditioning as the second alternate contractor.