


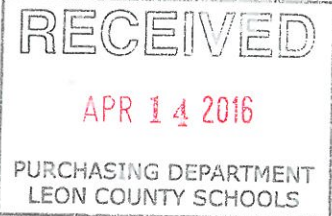
Memorandum

TO:  June Kail, Director of Purchasing

FROM:  Stephen Shelton, Director of Maintenance

DATE: April 14, 2016 .

SUBJECT: Recommendation Letter for Bid# 5316-2016- Athletic Fields Sod Purchase and Installation



After reviewing the documents submitted for the above mentioned project, I am recommending that the sealed bid be awarded to Evergreen Landscaping as they are the lowest bidder.

Should you have any questions or concerns, please contact my office at 617-1777, ext. 1818. Thank you for your attention to the bid information attached.

SS/edh

cc: Toni Hutto, Accountant
Buddy Nichols, Athletics/Grounds Manager

"Our Hands Keep Their Minds Working"

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"No person shall on the basis of gender, marital status, sexual orientation, race, religion, national origin, age, color or disability be denied employment, receipt of services, access to or participation in school activities or programs if qualified to receive such services, or otherwise be discriminated against or placed in a hostile environment in any educational program or activity including those receiving Federal financial assistance, except as provided by law."

LCS Bid No. 5370-2016

Description: ATHLETIC FIELDS SOD PURCHASE AND INSTALLATION

Department: Maintenance

Opening Date: April 13, 2016 @ 2:00 P.M.

Description	Evergreen Grassing Specialist, Inc	Gaskin Contractors Landscape Division, LLC.	
TOTAL BID FOR PURCHASE, DELIVERY AND INSTALLATION OF SOD AS SPECIFIED.	\$90,885.00	\$105,825.00	\$ _____
COST PER SQUARE FOOT FOR PURCHASE, DELIVERY AND INSTALLATION OF SOD AS SPECIFIED.	\$0.73/SQ. FT	\$0.85/SQ. FT	\$ _____/SQ. FT

Bidders are hereby notified that failure to file a protest within the time prescribed in section 120.57(3) Florida Statutes and Board Policy 6320.02, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings. Offers received from the vendors listed herein are the only offers received timely as of the above opening date and time. All other offers submitted in response to this solicitation, if any, are hereby rejected as late.

Opened By: Remera Jones-Haynes Date: April 13, 2016 Recorded By: Nancy Scott Date: April 13, 2016



Agenda Item Details

Meeting	Apr 26, 2016 - Business Meeting
Category	7. Items of Consent: Bids and Quotes
Subject	7.01 Evergreen Grassing Specialist, Inc. Athletic Fields Sod Purchase and Installation (Bid 5370-2016)
Type	Action (Consent)
Preferred Date	Apr 26, 2016
Fiscal Impact	Yes
Dollar Amount	90,885.00
Budgeted	Yes
Budget Source	Capital Outlay

STAFF MEMBER REPORTING THIS ITEM/PHONE: Stephen Shelton (617-1777) / June Kail (488-1206)

ACTION REQUESTED: The Superintendent recommends approval of the recommendation to award to Evergreen Grassing Specialist, Inc. in the amount of \$90,855.

ITEM SUMMARY: The Purchasing Department issued an Invitation to Bid (ITB) to identify qualified vendors and establish a contract for the purchase and installation of approximately 124,500 square feet of sod in specified areas on the athletic fields at Chiles, Godby, Leon, Lincoln and Rickards High Schools.

Three (3) vendors were directly solicited and the ITB was publically advertised in the local newspaper and posted to the district's website. Two (2) vendors submitted proposals in response to the ITB.

Upon review of the proposals, a recommendation has been made to award the contract to the lowest responsive responsible bidder, Evergreen Grassing Specialist, Inc. in the amount of \$90,855 which is within the established budget for this project.

Will submitter be delivering signature documents to the Board Secretary? No

[Bid Tab for Bid No 5370-2016 Athletic Fields Sod Purchase and Installation.pdf \(284 KB\)](#)

[BID 5370-2016 Athletic Fields Sod Purchase and Installation.pdf \(745 KB\)](#)

[Recommendation to Award Letter Bid 5370-2016.pdf \(287 KB\)](#)

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.