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October 14, 2021

TO: June Kail, Director of Purchasing

FROM: Danny Allbritton, Director of Construction

SUBJECT: Recommendation for Bid # 5663-2022 Purchase and Installation of Door Hardware at Gilchrist Elementary and Woodville Pre-K – 8 School

One (1) Contractor submitted a bid in response to the above referenced Invitation to Bid. It is recommended that Bid # 5663-2022 Purchase and Installation of Door Hardware at Gilchrist Elementary and Woodville Pre-K – 8 School be awarded to the responsible and responsive bidder meeting all requirements, Door Products, who submitted the lowest bid for Gilchrist Elementary School in the amount of \$67,537.00 and Woodville Pre-K – 8 in the amount of \$65,776.00 for a total bid amount of \$133,313.00.

On September 7, 2021 the Leon County Schools purchasing office contacted three (3) prospective vendors by email. In addition, it was advertised on the Purchasing page of the District's website, Tallahassee Democrat and DemandStar. The plan holders list on DemandStar identified five (5) firms who downloaded the solicitation documents.

Based on the outreach efforts identified above and the response received it is unlikely that additional responses would be received with re-soliciting. Therefore, it is in the District's best interest to award to the single respondent instead of re-soliciting.

This is within the budget.

Should you have any questions, please contact me at 850-617-5900.

DA/db

cc: Danny Allbritton, Construction  
Karen McCurley, Construction  
Kim Atkinson, Facilities  
Yolonda Ferris, Facilities  
Ryan Williams, Project Coordinator  
LySandra Black, Code Enforcement

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*"The Leon County School District does not discriminate against any person on the basis of sex (including transgender status, gender nonconforming and gender identity), race, age, color, ethnicity, national origin, religion, pregnancy, marital status, disability, sexual orientation, or genetic information."*

**Building the Future Together**

LCS Bid No. 5663-2022

Description: Purchase and Installation of Door Hardware at Gilchrist Elementary and Woodville Pre-K – 8 School

Department: Construction & Facilities

Opening Date: October 6, 2021 @ 2:00 p.m. EST

Description	Door Products		
Total cost of replacement door hardware, removal of existing hardware and installation of new hardware as required for each site and a total for both sites.			
Gilchrist Elementary School	\$67,537.00		
Woodville Pre-K-8 School	\$65,776.00		
Total Bid	\$133,313.00		

*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: June Kail

Date: 10/6/2021

Recorded By: Nancy Scott

Date: 10/6/2021