

AGENDA

SCHOOL BOARD WORKSHOP

GADSDEN COUNTY SCHOOL BOARD
MAX D. WALKER ADMINISTRATION BUILDING
35 MARTIN LUTHER KING, JR. BLVD.
QUINCY, FLORIDA

July 24, 2018

4:30 P.M.

THIS WORKSHOP IS OPEN TO THE PUBLIC

1. Call To Order
2. Financial Information
3. Discussion Items
 - a. Purchase Orders between \$7,500 and \$15,000 - **SEE PAGE #2**
 - b. Purchase Order for Cooling Tower at Havana Magnet School – **SEE PAGE #12**
4. School Board Requests and Concerns
5. Adjournment

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 3a

DATE OF SCHOOL BOARD WORKSHOP: July 24, 2018

TITLE OF AGENDA ITEMS: Purchase Orders between \$7,500 and \$15,000

DIVISION: Finance Department

PURPOSE AND SUMMARY OF ITEMS: In accordance with Board Policy 6320 Purchasing and Contracting for Goods and Services that requires Board notification, attached are copies of Purchase Orders in amounts more than \$7,500 and less than \$15,000.

FUND SOURCE: General Fund 1100 Fund, Capital Improvements 3790 Fund and Head Start Project

AMOUNT: \$89,439.57

PREPARED BY: Bonnie Wood

POSITION: Finance Director

| |
|------------|
| PO DATE |
| 07/12/2018 |



| |
|-----------------------|
| PURCHASE ORDER NUMBER |
| 0201900005 |

VENDOR KEY : BELL & B002
 FISCAL YEAR : 2018-2019
 ENTERED BY : SMITHBAR001
 ORIGINAL REQ # : 0000001507

PRINTED 07/18/2018

The School Board of Gadsden County
 Attention: Accounts Payable
 35 Martin Luther King, Jr. Blvd
 Quincy, FL 32351

VENDOR:
 BELL & BATES
 10 N DUVALL ST
 PO BOX 1038
 QUINCY, FL 32353

SHIP TO:
 MAINTENANCE DEPARTMENT
 805 S STEWART STREET
 QUINCY, FL 32351

ATTN: BARBARA SMITH

| QUANTITY | UNIT | DESCRIPTION OF ITEMS OR MATERIALS | UNIT PRICE | AMOUNT |
|------------------------------------|------|---|----------------|-----------|
| 1 | | Supplies and materials to be used district wide by the Maintenance Department. Best local vendor for supplies & materials, local purchasing SBGC Policy 6450. Supplies and Materials | 10000.00000 | 10,000.00 |
| ACCOUNT SUMMARY (FOR INTERNAL USE) | | | | |
| | | ACCOUNT NUMBER | ACCOUNT AMOUNT | |
| | | 1100E8100 5100 9020 11099 90000 00000 | 10,000.00 | |

| | |
|-------------------|-----------|
| PAGE TOTAL | 10,000.00 |
| TOTAL | 10,000.00 |

State Tax Exemption # - 85-8012621915C-2 | FEID # - 59-6000615
 All items purchased under this order must be received and invoiced by 06/30/2018
 Cancellations must be in writing. No backorders without buyer approval.

PURCHASE APPROVED BY:

Superintendent of Schools

| |
|----------------|
| PO DATE |
| 07/12/2018 |



| |
|------------------------------|
| PURCHASE ORDER NUMBER |
| 0201900006 |

VENDOR KEY : STONE'S 001
 FISCAL YEAR : 2018-2019
 ENTERED BY : SMITHBAR001
 ORIGINAL REQ # : 0000001508

PRINTED 07/18/2018

The School Board of Gadsden County
 Attention: Accounts Payable
 35 Martin Luther King, Jr. Blvd
 Quincy, FL 32351

VENDOR:
 STONE'S INC QUINCY
 PO BOX 1013
 QUINCY, FL 32353

SHIP TO:
 MAINTENANCE DEPARTMENT
 805 S STEWART STREET
 QUINCY, FL 32351

ATTN: BARBARA SMITH

| QUANTITY | UNIT | DESCRIPTION OF ITEMS OR MATERIALS | UNIT PRICE | AMOUNT |
|---|------|--|-----------------------|-----------|
| 1 | | LOCAL VENDOR - SBGC policy 6450 Supplies & Materials used by the Maintenance Dept. district wide. Invoiced and paid monthly. Supplies & Materials | 10000.00000 | 10,000.00 |
| ACCOUNT SUMMARY (FOR INTERNAL USE) | | | | |
| | | ACCOUNT NUMBER | ACCOUNT AMOUNT | |
| | | 1100E8100 5100 9020 11099 90000 00000 | 10,000.00 | |
| | | | PAGE TOTAL | 10,000.00 |
| | | | TOTAL | 10,000.00 |

State Tax Exemption # - 85-8012621915C-2 | FEID # - 59-6000615
 All items purchased under this order must be received and invoiced by 06/30/2018
 Cancellations must be in writing. No backorders without buyer approval.

PURCHASE APPROVED BY:

Superintendent of Schools

| |
|----------------|
| PO DATE |
| 07/16/2018 |



| |
|------------------------------|
| PURCHASE ORDER NUMBER |
| 0201900011 |

VENDOR KEY : JOHNSTON001
 FISCAL YEAR : 2018-2019
 ENTERED BY : SMITHBAR001
 ORIGINAL REQ # : 0000001536

PRINTED 07/18/2018

The School Board of Gadsden County
 Attention: Accounts Payable
 35 Martin Luther King, Jr. Blvd
 Quincy, FL 32351

VENDOR:
 JOHNSTONE SUPPLY
 566 S APPELYARD DRIVE
 ACC# 18117
 TALLAHASSEE, FL 32304

SHIP TO:
 MAINTENANCE DEPARTMENT
 805 S STEWART STREET
 QUINCY, FL 32351

ATTN: BARBARA SMITH

| QUANTITY | UNIT | DESCRIPTION OF ITEMS OR MATERIALS | UNIT PRICE | AMOUNT |
|------------------------------------|------|--|-------------------|-----------|
| 1 | | Prices based on PCA 3-134-15-Facility Operations & Maintenance. HVAC equipment, parts and supplies to be used District Wide by the Maintenance Department. Equipment, parts or supplies | 10000.00000 | 10,000.00 |
| ACCOUNT SUMMARY (FOR INTERNAL USE) | | | | |
| | | ACCOUNT NUMBER | ACCOUNT AMOUNT | |
| | | 1100E8100 5100 9020 11013 79000 00000 | 10,000.00 | |
| | | | PAGE TOTAL | 10,000.00 |
| | | | TOTAL | 10,000.00 |

State Tax Exemption # - 85-8012621915C-2 | FEID # - 59-6000615
 All items purchased under this order must be received and invoiced by 06/30/2018
 Cancellations must be in writing. No backorders without buyer approval.

PURCHASE APPROVED BY:

Superintendent of Schools

| |
|------------|
| PO DATE |
| 07/16/2018 |



| |
|-----------------------|
| PURCHASE ORDER NUMBER |
| 0201900016 |

PRINTED 07/18/2018

The School Board of Gadsden County
 Attention: Accounts Payable
 35 Martin Luther King, Jr. Blvd
 Quincy, FL 32351

VENDOR KEY : GRAYBAR 000
 FISCAL YEAR : 2018-2019
 ENTERED BY : SMITHBAR001
 ORIGINAL REQ # : 0000001544

VENDOR:
 GRAYBAR ELECTRIC
 PO BOX 403062
 ATLANTA, GA 30384

SHIP TO:
 MAINTENANCE DEPARTMENT
 805 S STEWART STREET
 QUINCY, FL 32351

ATTN: BARBARA SMITH

| QUANTITY | UNIT | DESCRIPTION OF ITEMS OR MATERIALS | UNIT PRICE | AMOUNT |
|---|------|---|-----------------------|-----------|
| 1 | | US Communities Contract #MA-IS-1340234 Electrical Products- Effective dates 5/9/17 to 12/31/19. Electrical products and supplies to be used District Wide by the Maintenance Department. Electrical Products & Supplies | 10000.00000 | 10,000.00 |
| ACCOUNT SUMMARY (FOR INTERNAL USE) | | | | |
| | | ACCOUNT NUMBER | ACCOUNT AMOUNT | |
| | | 1100E8100 5100 9020 11013 79000 00000 | 10,000.00 | |
| | | | PAGE TOTAL | 10,000.00 |
| | | | TOTAL | 10,000.00 |

State Tax Exemption # - 85-8012621915C-2 | FEID # - 59-6000615
 All items purchased under this order must be received and invoiced by 06/30/2018
 Cancellations must be in writing. No backorders without buyer approval.

PURCHASE APPROVED BY:

Superintendent of Schools

| |
|------------|
| PO DATE |
| 07/17/2018 |



| |
|-----------------------|
| PURCHASE ORDER NUMBER |
| 0201900017 |

PRINTED 07/18/2018

The School Board of Gadsden County
 Attention: Accounts Payable
 35 Martin Luther King, Jr. Blvd
 Quincy, FL 32351

VENDOR KEY : WWGRAING000
 FISCAL YEAR : 2018-2019
 ENTERED BY : SMITHBAR001
 ORIGINAL REQ # : 0000001545

VENDOR:
 WWGRAINGER, INC
 AC# 810806620
 PO BOX 419267
 KANSAS CITY, MO 64141

SHIP TO:
 MAINTENANCE DEPARTMENT
 805 S STEWART STREET
 QUINCY, FL 32351

ATTN: BARBARA SMITH

| QUANTITY | UNIT | DESCRIPTION OF ITEMS OR MATERIALS | UNIT PRICE | AMOUNT |
|------------------------------------|------|--|----------------|-----------|
| 1 | | State of FL MRO Agreement 31160000-18-ACS Industrial & Commercial Supplies & Equipment - 11/14/2017 - 9/30/2020. Materials & Supplies to be used District Wide by the Maintenance Department. Material & Supplies | 10000.00000 | 10,000.00 |
| ACCOUNT SUMMARY (FOR INTERNAL USE) | | | | |
| | | ACCOUNT NUMBER | ACCOUNT AMOUNT | |
| | | 1100E8100 5100 9020 11013 79000 00000 | 10,000.00 | |

| | |
|-------------------|-----------|
| PAGE TOTAL | 10,000.00 |
| TOTAL | 10,000.00 |

State Tax Exemption # - 85-8012621915C-2 | FEID # - 59-6000615
 All items purchased under this order must be received and invoiced by 06/30/2018
 Cancellations must be in writing. No backorders without buyer approval.

PURCHASE APPROVED BY:

Superintendent of Schools

| |
|------------|
| PO DATE |
| 07/16/2018 |



| |
|-----------------------|
| PURCHASE ORDER NUMBER |
| 0201900009 |

PRINTED 07/18/2018

The School Board of Gadsden County
 Attention: Accounts Payable
 35 Martin Luther King, Jr. Blvd
 Quincy, FL 32351

VENDOR KEY : REVELL E000
 FISCAL YEAR : 2018-2019
 ENTERED BY : SMITHBAR001
 ORIGINAL REQ # : 0000001535

VENDOR:
 REVELL ELECTRIC & AUTOATE ACCESS SYSTEMS
 PO BOX 1125
 CRAWFORDVILLE, FL 32326

SHIP TO:
 GEORGE W MUNROE ELEM SCHOOL
 1830 W KING STREET
 QUINCY, FL 32351

PHONE: (850) 570-4484

ATTN: BARBARA SMITH

| QUANTITY | UNIT | DESCRIPTION OF ITEMS OR MATERIALS | UNIT PRICE | AMOUNT |
|------------------------------------|------|--|-------------------|----------|
| 1 | | GCSB local vendor policy #6450. Only quote received from three requested. See attached quote. Electric security gate installation at GWM Elem. School | 8650.00000 | 8,650.00 |
| ACCOUNT SUMMARY (FOR INTERNAL USE) | | | | |
| | | ACCOUNT NUMBER | ACCOUNT AMOUNT | |
| | | 1100E7900 3500 0041 11013 79000 00000 | 8,650.00 | |
| | | | PAGE TOTAL | 8,650.00 |
| | | | TOTAL | 8,650.00 |

State Tax Exemption # - 85-8012621915C-2 | FEID # - 59-6000615
 All items purchased under this order must be received and invoiced by 06/30/2018
 Cancellations must be in writing. No backorders without buyer approval.

PURCHASE APPROVED BY:

Roger P. Milton

 Superintendent of Schools

| |
|------------|
| PO DATE |
| 07/12/2018 |



| |
|-----------------------|
| PURCHASE ORDER NUMBER |
| 0201900002 |

PRINTED 07/18/2018

The School Board of Gadsden County
 Attention: Accounts Payable
 35 Martin Luther King, Jr. Blvd
 Quincy, FL 32351

VENDOR KEY : SHAW INT001
 FISCAL YEAR : 2018-2019
 ENTERED BY : SMITHBAR001
 ORIGINAL REQ # : 0000001504

VENDOR:
 SHAW INTEGRATED SOLUTIONS
 770 JOE FRANK HARRIS PKW
 MAIL DROP 011-01
 CARTERSVILLE, GA 30120

SHIP TO:
 GEORGE W MUNROE ELEM SCHOOL
 1830 W KING STREET
 QUINCY, FL 32351

ATTN: BARBARA SMITH

| QUANTITY | UNIT | DESCRIPTION OF ITEMS OR MATERIALS | UNIT PRICE | AMOUNT |
|---|------|---|-----------------------|----------|
| 1 | | Pricing based on PAEC Cooperative State Purchasing Agreement. See attached quote for carpet/tile installation at GWM Elementary School, RM #3, 6, 7. Carpet/Tile Installation | 8969.57000 | 8,969.57 |
| ACCOUNT SUMMARY (FOR INTERNAL USE) | | | | |
| | | ACCOUNT NUMBER | ACCOUNT AMOUNT | |
| | | 3790E7400 6810 0041 09990 00000 00000 | 8,969.57 | |
| | | | PAGE TOTAL | 8,969.57 |
| | | | TOTAL | 8,969.57 |

State Tax Exemption # - 85-8012621915C-2 | FEID # - 59-6000615
 All items purchased under this order must be received and invoiced by 06/30/2018
 Cancellations must be in writing. No backorders without buyer approval.

PURCHASE APPROVED BY:

Superintendent of Schools

| |
|----------------|
| PO DATE |
| 07/16/2018 |



| |
|------------------------------|
| PURCHASE ORDER NUMBER |
| 0201900008 |

PRINTED 07/18/2018

The School Board of Gadsden County
 Attention: Accounts Payable
 35 Martin Luther King, Jr. Blvd
 Quincy, FL 32351

VENDOR KEY : ENGINEER00
 FISCAL YEAR : 2018-2019
 ENTERED BY : SMITHBAR001
 ORIGINAL REQ # : 0000001528

VENDOR:
 ENGINEERED COOLING SERV, INC
 2801 N DAVIS HWY
 PENSACOLA, FL 32503

SHIP TO:
 JAMES A SHANKS MIDDLE SCHOOL
 1400 W KING STREET
 QUINCY, FL 32351

ATTN: BARBARA SMITH

| QUANTITY | UNIT | DESCRIPTION OF ITEMS OR MATERIALS | UNIT PRICE | AMOUNT |
|------------------------------------|------|--|----------------|-----------|
| 1 | | Services provided under the Continuing Services for Mechanical Maintenance and Repairs Contract ITB#1617-14. See attached proposal. Replace Chilled Water Pipe Insulation | 11820.00000 | 11,820.00 |
| ACCOUNT SUMMARY (FOR INTERNAL USE) | | | | |
| | | ACCOUNT NUMBER | ACCOUNT AMOUNT | |
| | | 3790E7400 6810 0211 09990 00000 00000 | 11,820.00 | |

| | |
|-------------------|-----------|
| PAGE TOTAL | 11,820.00 |
| TOTAL | 11,820.00 |

State Tax Exemption # - 85-8012621915C-2 | FEID # - 59-6000615
 All items purchased under this order must be received and invoiced by 06/30/2018
 Cancellations must be in writing. No backorders without buyer approval.

PURCHASE APPROVED BY:

Superintendent of Schools

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 3b

DATE OF SCHOOL BOARD WORKSHOP: July 24, 2018

TITLE OF AGENDA ITEMS: Purchase Order for Cooling Tower at Havana Magnet School

DIVISION: Finance Department

PURPOSE AND SUMMARY OF ITEMS: In accordance with Board Policy 6320 Purchasing and Contracting for Goods and Services, attached is a copy of the Purchase Order for the replacement of the Cooling Tower at Havana Magnet School.

FUND SOURCE: Capital Improvement Fund

AMOUNT: \$70,135.00

PREPARED BY: Bonnie Wood

POSITION: Finance Director

| |
|------------|
| PO DATE |
| 07/16/2018 |



| |
|-----------------------|
| PURCHASE ORDER NUMBER |
| 0201900007 |

VENDOR KEY : ENGINEER000
 FISCAL YEAR : 2018-2019
 ENTERED BY : SMITHBAR001
 ORIGINAL REQ # : 0000001525

PRINTED 07/18/2018

The School Board of Gadsden County
 Attention: Accounts Payable
 35 Martin Luther King, Jr. Blvd
 Quincy, FL 32351

VENDOR:
 ENGINEERED COOLING SERV, INC
 2801 N DAVIS HWY
 PENSACOLA, FL 32503

SHIP TO:
 HAVANA MAGNET SCHOOL
 1210 KEMP RD
 HAVANA, FL 32333

ATTN: BARBARA SMITH

| QUANTITY | UNIT | DESCRIPTION OF ITEMS OR MATERIALS | UNIT PRICE | AMOUNT |
|------------------------------------|------|--|----------------|-----------|
| 1 | | Services provided under the Continuing Services for Mechanical Maintenance and Repair Contract ITB#1617-14. See attached service proposal for replacement of the Cooling Tower at Havana Magnet School. Cooling Tower Replacement | 70135.00000 | 70,135.00 |
| ACCOUNT SUMMARY (FOR INTERNAL USE) | | | | |
| | | ACCOUNT NUMBER | ACCOUNT AMOUNT | |
| | | 3790E7400 6810 0091 09990 00000 00000 | 70,135.00 | |

| | |
|-------------------|-----------|
| PAGE TOTAL | 70,135.00 |
| TOTAL | 70,135.00 |

State Tax Exemption # - 85-8012621915C-2 | FEID # - 59-6000615
 All items purchased under this order must be received and invoiced by 06/30/2018
 Cancellations must be in writing. No backorders without buyer approval.

PURCHASE APPROVED BY:

Superintendent of Schools