



Agenda Item Details

Meeting	Jan 08, 2024 - Regular Meeting
Category	7. Consent Agenda
Subject	7.13 Renewal of Tag-On Bid: RFP 151702 Dispensing System for General Cleaning Supplies, presented by Vince Windham, Program Director, Purchasing, and recommended by the Superintendent for approval.
Access	Public
Type	Action (Consent)
Preferred Date	Jan 08, 2024
Absolute Date	Jan 08, 2024
Fiscal Impact	Yes
Budgeted	Yes
Budget Source	General Fund, Project 2011 Custodial Services
Recommended Action	Motion to approve renewing the tag-on bid RFP 151702 Dispensing System for General Cleaning Supplies through Escambia County Schools, effective January 23, 2024, through January 22, 2025.

Public Content

Request approval to renew tag-on Bid RFP 151702 Dispensing System for General Cleaning Supplies through Escambia County Schools. The awarded vendor is Supreme Paper Supplies and purchases will be made as needed based on fixed bid pricing. Funds will be paid from General Fund, Project 2011 Custodial Services, and the contract is effective January 23, 2024, through January 22, 2025. Copies of the renewal documents are attached.

For additional information, please contact Bill Smith, Program Director, Custodial Services, at (850) 689-7890.

[RENEWAL DOCUMENTS.pdf \(516 KB\)](#)

Administrative Content

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. Documentation concerning these items have 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.

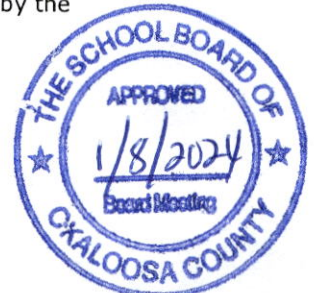
Motion & Voting

Motion to approve the Consent Agenda and all of the Consent Agenda items as recommended by the Superintendent.

Motion by Tim Bryant, second by Linda Evanchyk.

Final Resolution: Motion Carries

Yes: Tim Bryant, Linda Evanchyk, Diane Kelley, Lamar White





Agenda Item Details

Meeting	Oct 17, 2023 - REGULAR MEETING AGENDA (5:30 PM)
Category	24. Consent - Finance - Procurement
Subject	C. RFP Renewal: Dispensing System for General Cleaning Supplies, RFP #151702
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	71,500.00
Budgeted	Yes
Budget Source	(1110) General Fund
Recommended Action	Approve RFP Renewal: Dispensing System for General Cleaning Supplies, RFP #151702

Public Content

Description of Purchase

The renewal is for an additional year to provide a dispensing system and general cleaning supplies for schools and departments. The dispensers are provided at no cost to the District. Supplies will be purchased on an as-needed basis to be stocked and distributed by the Central Warehouse. The dollar amount provided is an estimate as quantities may vary. Renewal will be at the current year's pricing structure.

Effective Dates: January 23, 2024 through January 22, 2025

Requested By

Custodial Services and Central Warehouse

Supplier Name

Supreme Paper Supplies, a division of Imperial Dade, Pensacola, FL

Method of Procurement

ECSD RFP

Other References:

Original award approved by the Board, January 20, 2015.

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Workflow

Workflow Sep 29, 2023 6:17 PM :: Submitted by Kayla Thompson-May. Routed to Allison Watson for approval.

Oct 5, 2023 9:58 AM :: Approved by Allison Watson. Routed to Tammy Edwards for approval.

Oct 5, 2023 11:17 AM :: Approved by Tammy Edwards. Routed to Terry St Cyr for approval.

Oct 5, 2023 11:19 AM :: Final approval by Terry St Cyr

Motion & Voting

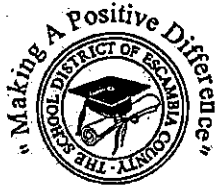
Board Approval of Consent Agenda

Motion by Kevin Adams, second by David Williams.

Final Resolution: Motion Carries

Yes: Kevin Adams, Paul Fetsko, David Williams, Patty Hightower, Bill Slayton

Last Modified by Holley DeWees on October 17, 2023



THE SCHOOL DISTRICT OF ESCAMBIA COUNTY

PURCHASING DEPARTMENT
75 NORTH PACE BLVD.
PENSACOLA, FL 32505
PHONE (850) 469-6202
<http://ecsd-fl.schoolloop.com>
KEITH LEONARD, SUPERINTENDENT

August 28, 2023

Ray Millet
Supreme Paper Supply
8965 Pensacola Boulevard
Pensacola, FL 32534

RE: Renewal of RFP #151702: Dispensing System for General Cleaning Supplies

Dear Mr. Millet:

According to the terms and conditions of RFP #151702, the agreement may be renewed for an additional one (1) year period. Upon your acceptance to renew for an additional year, a recommendation will be made to the School Board for the approval of a one-year renewal for the period of January 23, 2024 through January 22, 2025. All existing pricing, terms, and conditions will remain in effect.

If you wish to renew for this period, please acknowledge acceptance by signing below and returning the signed document. If you do not wish to renew, please send a written notice in letter format on your company's letterhead. Please send the signed acceptance to renew or a non-renewal letter to my attention by Monday, September 11, 2023. You may email your response to kthompsonmay@ecscfl.us. We look forward to the prospect of a continued partnership with your company.

Sincerely,

Kayla Thompson-May
Senior Procurement Specialist

Supreme Paper Supply hereby agrees to the existing pricing, terms, and conditions for RFP #151702 for the renewal period of January 23, 2024 – January 22, 2025.

Ray Millet 8/29/2023
AUTHORIZED VENDOR SIGNATURE DATE

RAY MILLET PRESIDENT
PRINTED NAME AND TITLE OF VENDOR SIGNATORY (above)