

St. Johns County School District
Sebastian Administrative Annex
Purchasing Department
3015 Lewis Speedway, Unit 5
St. Augustine, FL 32084



INVITATION TO BID (ITB)

REQUIRED RESPONSE FORM

BID NO.: 2017-07
RELEASE DATE: January 18, 2017

INVITATION TO BID TITLE: Integrated Pest Management

F.O.B. Destination: **District Wide**

CONTACT: Patrick Snodgrass
Director of Purchasing
(904) 547-8941
patrick.snodgrass@stjohns.k12.fl.us

BID DUE DATE AND TIME: February 24, 2017 @ 1:30 pm
BID OPENING DATE AND TIME: February 24, 2017 @ 2:00 pm

SUBMIT BID TO: Sebastian Administrative Annex
Purchasing Department
3015 Lewis Speedway, Unit 5
St. Augustine, FL 32084

BID OPENING LOCATION: Sebastian Administrative Annex
Purchasing Department
3015 Lewis Speedway, Unit 5
St. Augustine, FL 32084

REQUIRED SUBMITTALS CHECKLIST - Each submittal checked below is **required** for Bid to be considered.

- | | | | |
|--|---|-----------------------------------|--|
| <input type="checkbox"/> Literature | <input type="checkbox"/> Specifications | <input type="checkbox"/> Catalogs | <input type="checkbox"/> Product Samples: See Special Conditions |
| <input checked="" type="checkbox"/> Debarment Form | | | <input type="checkbox"/> Manufacturer's Certificate of Warranty |
| <input checked="" type="checkbox"/> Drug-Free Workplace Certification | | | <input checked="" type="checkbox"/> List of References |
| <input checked="" type="checkbox"/> Certificate of Insurance: See Special Conditions | | | |
| <input checked="" type="checkbox"/> Additional submittals specific to this ITB may also be required – See Special Conditions for details | | | |

BIDDER MUST FILL IN THE INFORMATION LISTED BELOW AND SIGN WHERE INDICATED FOR BID TO BE CONSIDERED.

Company Name: _____

Address: _____

City, State: _____ Zip: _____ FEIN: _____

Signature of Owner or Authorized Officer/Agent _____ Telephone: _____

Typed Name of Above: _____ FAX: _____

Email: _____

By my signature, I certify that this offer is made without prior understanding, agreement, or connection with any corporation, firm, business entity or person submitting an offer for the same materials, supplies, equipment, or services (s), and is in all respects fair and without collusion or fraud. I further agree to abide by all conditions of this invitation and certify that I am authorized by the offeror to sign this response. In submitting an offer to the School Board of St. Johns County, I, as the Bidder, offer and agree that if the offer is accepted, the offeror will convey, sell, assign, or transfer to the School Board of St. Johns County all right, title, and interest in and to all causes of action it may now or hereafter acquire under the Anti-trust laws of the United States and the State of Florida for price fixing relating to the particular commodity(s) or service(s) purchased or acquired by the School Board. At the School Board's discretion, such assignment shall be made and become effective at the time the School Board of St. Johns County tenders final payment to the vendor.

GENERAL CONDITIONS, INSTRUCTIONS AND INFORMATION

Bidder: To ensure acceptance of the bid follow these instructions:

1. **DEFINITIONS:** For purpose of these General Conditions "ITB" refers to the Invitation to Bid. "Bid" refers to the completed ITB Required Response Form above, together with all supporting documentations and submittals. "Bidder" refers to the entity or person that submits the Bid. "District" refers to the St. Johns County School District, and "School Board" to the St. Johns County School Board. "Purchasing Department Representative" refers to the Purchasing Department staff member named as its contact on the first page of the ITB. "Conditions" refers to both the General Conditions and the Special Conditions of this ITB.
2. **EXECUTION OF BID:** The ITB Required Response Form must be completed, signed, and returned in a sealed envelope to the Purchasing Department, together with the Bid and all required submittals. All Bids must be completed in ink or typewritten. If a correction is necessary, draw a single line through the entered figure and enter the corrected figure or use an opaque correction fluid. All corrections should be initialed by the person signing the Bid even when using opaque correction fluid. Any illegible entries will not be considered for award. The ITB General Conditions, Special Conditions and specifications **cannot** be changed or altered in any way by the Bid or otherwise by the Bidder. In the event of any conflict between the Conditions and specifications of the ITB and the terms and conditions of the Bid, the Conditions and specifications of the ITB take precedence. Any failure to comply with the ITB Conditions or specifications or attempt to alter them by the Bidder shall be grounds for rejection of the Bid.
3. **SUBMISSION OF BID:** The completed Bid must be submitted in a sealed envelope with the ITB title and bid number on the outside. Bids must be time stamped by the Purchasing Department prior to the ITB due time on date due. No Bid will be considered if not time stamped by the Purchasing Department prior to the stated submission deadline. Bids submitted by telegraphic or facsimile transmission will not be accepted unless authorized by the Special Conditions of this ITB.
4. **SPECIAL CONDITIONS:** The Purchasing Department has the authority to issue Special Conditions as required for a particular ITB. Any Special Conditions that vary from these General Conditions shall take precedence over the General Conditions.
5. **PRICES QUOTED:** Deduct trade discounts and quote a firm net price. Give both unit price and aggregate total. Prices must be stated in units to quantity specified in the ITB. In case of discrepancy in computing the amount of the Bid, the **Unit Price** quoted will govern. All prices quoted shall be F.O.B. destination, freight prepaid. Bidder is responsible for freight charges. Bidder owns goods in transit and files any claims, unless otherwise stated in Special Conditions. Each item must be proposed separately and no attempt is to be made to tie any item or items in with any other item or items. If a Bidder offers a discount or offers terms less than Net 30, it is understood that a minimum of thirty (30) days will be required for payment. If a payment discount is offered, the discount time will be computed from the date of satisfactory delivery at place of acceptance and receipt of correct invoice at the office specified.
 - a) Taxes: The School Board does not pay Federal excise and State taxes on direct purchase of tangible personal property. The applicable tax exemption number is shown on the purchase order. This exemption does not apply to purchases of tangible personal property made by contractors who use the tangible personal property in the performance of contracts for the improvement of School Board-owned real property as defined in Chapter 192 of the Florida Statutes.
 - b) Mistakes: Bidders are expected to examine the General and Special Conditions, specifications, delivery schedules, Bid prices and extensions, and all instructions pertaining to supplies and services. Failure to do so will be at Bidder's risk.

- c) **Conditions and Packaging:** It is understood and agreed that any item offered or shipped as a result of this ITB shall be new (current production model at the time of this ITB) unless otherwise stated. All containers shall be suitable for storage or shipment, and all prices shall include standard commercial packaging.
- d) **Underwriters' Laboratories:** Unless otherwise stipulated in the ITB, all manufactured items and fabricated assemblies shall be U.L. listed where such has been established by U.L. for the item(s) offered and furnished. In lieu of the U.L. listing, Bidder may substitute a listing by an independent testing laboratory recognized by OSHA under the Nationally Recognized Testing Laboratories (NRTL) Recognition Program.
- e) **Preference for St. Johns County Bidders:** For all purchases made by the School Board, prices and quality being equal, preference may be given to St. Johns County Bidders, subject to certification as a drug-free workplace (Florida Statutes 287.087 and 287.084).
- 6. BRAND NAMES:** The District reserves the right to invite Bids for a particular product or specific equipment by manufacturer, make, model or other identifying information. However, a Bidder may propose a substitute product of equal quality and functionality unless the Conditions or specifications state that substitute products or equipment may not be proposed and will not be considered. If a substitute product is proposed, it is the Bidder's responsibility to submit with the Bid brochures, samples and/or detailed specifications on the substitute product. The District shall be the sole judge in the exercise of its discretion for determining whether the substitute product is equal and acceptable.
- 7. QUALITY:** The items proposed must be new and equal to or exceed specifications. The manufacturer's standard warranty shall apply. During the warranty period, the successful Bidder must repair and/or replace the unit without cost to the District with the understanding that all replacements shall carry the same warranty as the original equipment. The successful Bidder shall make any such repairs and/or replacements immediately upon receiving notice from the District.
- 8. SAMPLES:** Samples of items, when required, must be furnished free of expense by the ITB due date unless otherwise stated. If not destroyed, upon request, samples will be returned at the Bidder's expense. Bidders will be responsible for the removal of all samples furnished within thirty (30) days after ITB opening. All samples will be disposed of after thirty (30) days. Each individual sample must be labeled with Bidder's name, ITB number, and item number. Failure of Bidder to either deliver required samples or to clearly identify samples as indicated may be reason for rejection of the ITB. Unless otherwise indicated, samples should be delivered to the office of the Purchasing Department of the St. Johns County School Board, Sebastian Administrative Annex, 3015 Lewis Speedway Unit 5, St. Augustine, FL 32084.
- 9. TESTING:** Items proposed may be tested for compliance with ITB Conditions and specifications.
- 10. NON-CONFORMITY:** Items delivered that do not conform to ITB Conditions or specifications may be rejected and returned at Bidder's expense. Goods or services not delivered as per delivery date in ITB and/or purchase order may be purchased on the open market. The Bidder shall be responsible for any additional cost. Any violation of these stipulations may also result in Bidder being disqualified from participating in future competitive solicitations or otherwise doing business with the District.
- 11. DELIVERY:** Unless actual date of delivery is specified (or if specified delivery cannot be met), the Bid must show the number of days required to make delivery after receipt of purchase order in space provided. Delivery time may become a basis for recommending an award (see Special Conditions).
- 12. REQUESTS FOR CLARIFICATION:** No correction or clarification of any ambiguity, inconsistency or error in the ITB Conditions and specifications will be made to any Bidder orally. Any request for such interpretation or correction should be by email addressed to the Purchasing Department Representative prior to the deadline specified in the Special Conditions for submitting questions. All such interpretations and supplemental instructions will be in the form of written

addenda to the ITB. Only the interpretation or correction so given by the Purchasing Department Representative, by email or in writing, shall be binding and prospective Bidders are advised that no other source is authorized to give information concerning, or to explain or interpret the ITB Conditions and specifications.

- 13. DISPUTE:** Any dispute concerning the Conditions or specifications of this ITB or the contract resulting from this ITB shall be decided by Purchasing Department and that decision shall be final.
- 14. AWARDS:** Bids shall be reviewed in accordance with the ITB Conditions and specifications and the best interest of the School District. To that end, the Board reserves the right to reject any and all Bids; to waive any irregularities or informalities; to accept any item or group of items; to request additional information or clarification from any Bid; to acquire additional quantities at prices quoted in the Bid unless additional quantities are not acceptable, in which case the Bid must be conspicuously labelled "BID IS FOR SPECIFIED QUANTITY ONLY", and to purchase the product or service at the price and terms of any contract with a governmental entity procured by competitive solicitation, in accordance with Florida law. The decision to award a contract or take other action in regard to the ITB shall be made in the best interest of the School District.
- 15. OTHER GOVERNMENTAL AGENCIES:** It is the intent of this solicitation to obtain Bids to sell the services or products to the School Board. Other school boards and governmental agencies/entities may purchase goods or services based on the contract awarded as a result of this ITB. The services and products are to be furnished in accordance with the terms of the resulting contract.
- 16. MARKING:** A packing list must be included in each shipment and shall show the School Board purchase order number, ITB number, school name or department name, contents and shipper's name and address; mark packing list and invoice covering final shipment "Order Completed". If no packing list accompanies the shipment, the buyer's count will be accepted. Mark each package clearly with (A) shipper's name and address, (B) contents, (C) the School Board of St. Johns County purchase order number, and (D) ITB number.
- 17. INSPECTION, ACCEPTANCE & TITLE:** Inspection and acceptance will be at destination shown on purchase order unless otherwise provided. Title to/or risk of loss or damage to all items shall be the responsibility of the successful Bidder until acceptance by the District. If the materials or services supplied to the District are found to be defective or do not conform to specifications, the Board reserves the right to cancel the order upon written notice to the Bidder and return product at Bidder's expense.
- 18. BILLING AND PAYMENT:** Invoices, unless otherwise indicated, must show purchase order numbers and shall be submitted to St. Johns County School District, Accounts Payable Department, 40 Orange Street, St. Augustine, FL 32084. Payment will be made as prescribed in the Special Conditions and properly invoiced.
- 19. COPYRIGHT AND PATENT RIGHTS:** The Bidder, without exception, shall indemnify and hold harmless the School Board and its employees from liability of any nature or kind, including legal fees and other costs and expenses, for or on account of any copyrighted, patented, or unpatented invention, process, or article manufactured or used in the performance of the contract, including its use by the School Board. If the Bidder uses any design, device, or materials covered by letters, patent, or copyright, it is mutually understood and agreed without exception that the Bid prices shall include all royalties or cost arising from the use of such design, device or materials in any way involved in the work.
- 20. OSHA:** The Bidder warrants that the product supplied to the School Board shall conform in all respects to the standards set forth in the Occupational Safety and Health Act of 1970, as amended, and the failure to comply with this condition will constitute a breach of contract.
- 21. LEGAL REQUIREMENTS:** The Bidder shall comply with Federal, State, County, and local laws, ordinances, rules, and regulations that in any manner affect the items covered herein. Lack of knowledge by the Bidder will in no way be a cause for relief from responsibility.

- 22. CONFLICT OF INTEREST:** The award hereunder is subject to the provisions of Chapter 112, Florida Statutes. All Bidders must disclose with their Bid the name of any officer, director, or agent who is also an employee of the School Board. Further, all Bidders must disclose the name of any Board employee who owns directly or indirectly, an interest of five percent (5%) or more of the total assets of capital stock in the Bidder's firm.
- 23. ANTI-DISCRIMINATION:** The Bidder certifies that Bidder is in compliance with the requirements of law regarding equal employment opportunity for all persons without regard to age, race, color, religion, sex, national origin, or disability.
- 24. LICENSES AND PERMITS:** The Bidder shall be responsible for obtaining, at its expense, all licenses and permits required for performance of the work or services resulting from the ITB award.
- 25. BID BONDS, PERFORMANCE BONDS, CERTIFICATES OF INSURANCE:** Bid bonds, when required, shall be submitted with the Bid in the amount specified in Special Conditions. Bid bonds will be returned to unsuccessful Bidders. After acceptance of Bid, the Board will notify the successful Bidder to submit a performance bond and certificate of insurance in the amount specified in Special Conditions. St. Johns County School District shall be named as additional insured on policies required by detailed specifications. Upon receipt of the performance bond, the Bid bond will be returned to the successful Bidder.
- 26. DEFAULT AND REMEDIES:** The following remedies for default shall apply.
- a) **Failure to Timely Deliver.** The parties acknowledge and agree that the damages for the failure of the successful Bidder to timely deliver the products or services contracted for may be difficult to determine. Moreover, both parties wish to avoid lengthy delay and expensive litigation relating to the failure of the successful Bidder to deliver on time. Therefore, in the event the successful Bidder fails to timely deliver the products or services contracted for, the School Board may exercise the remedy of liquidated damages against the successful Bidder in an amount equal to 25% of the unit price Bid, times the quantity. The successful Bidder shall pay that sum to the School Board not as a penalty, but as liquidated damages intended to compensate for unknown and unascertainable damages.
- b) **Other Default.** In the event of default for any reason other than the failure of the successful Bidder to timely deliver the products or services contracted for, the School Board may exercise any and all remedies in contract or tort available to it, including, but not limited to, the recovery of actual and consequential damages.
- 27. TERMINATION:** In the event any of the provisions of this ITB are violated by the Bidder, the Purchasing Department reserves the right to reject its Bid. Furthermore, the School Board reserves the right to terminate any contract resulting from this ITB for financial or administrative convenience, as determined in its sole business judgment, upon giving thirty (30) days prior written notice to the other party.
- 28. FACILITIES:** The Board reserves the right to inspect the Bidder's facilities at any time with prior notice.
- 29. ASBESTOS STATEMENT:** All material supplied to the School Board must be 100% asbestos free. Bidder by virtue of proposing, certifies by signing Bid, that if awarded any portion of this Bid, will supply only material or equipment that is 100% asbestos free.
- 30. INDEMNITY AND HOLD HARMLESS AGREEMENT:** During the term of this Bid and any contract awarded to Bidder as a result of this ITB, the Bidder shall indemnify, hold harmless, and defend the School Board, its agents, and employees from any and all costs and expenses, including but not limited to, attorney's fees, reasonable investigative and recovery costs, court costs and all other sums which the Board, its agents, servants and employees, may pay or become obligated to pay on account of any, all and every claim or demand, or assertion of liability, or any claim or actions founded, thereon, arising or alleged to have arisen out of the products, goods or services furnished

by the Bidder, its agents, or employees, or any of its equipment, including, without limitation, claims for damages, injury to person or property, including the Board's property, or death.

31. CRIMINAL BACKGROUND SCREENING: Pursuant to Florida Statute 1012.467 and School Board Rule 7.142, the District will issue and recognize statewide background badges to non-instructional contractor employees who meet the clearance requirements of Florida Statute 1012.467(2)(g) when it is not anticipated that they will come into direct contact with students. However, pursuant to Florida Statute 1012.467 and School Board Rule 7.142, if the District is unable to rule out that Bidder's employees or subcontractors may come into contact with students, then, in the paramount interest of student safety, the employees will be required to undergo and pass background screening in accordance with School Board Rule 7.142, unless another statutory exemption applies.

For this ITB:

- A. Student contact not anticipated
- B. Student contact anticipated

If Box A is checked, statewide badge will be recognized or issued, if requested and the contractor meets clearance requirements.

If Box B is checked, background screening pursuant to School Board Rule 7.142(4) will be required.

The Bidder acknowledges and agrees to comply with the requirements of School Board Rule 7.142. Bidder shall be responsible for the expense of the background screening of its employees.

32. VENUE: Any suit, action, or other legal proceedings arising out of or relating to any contract awarded based upon this ITB shall be brought in a court of competent jurisdiction in St. Johns County, Florida. The parties waive any right to require that a suit, action, or proceeding arising out of this Agreement be brought in any other jurisdiction or venue.

33. WAIVER OF JURY TRIAL: The parties knowingly, voluntarily, and intentionally waive their right to trial by jury with respect to any litigation arising out of, under, or in connection with this ITB or any contract awarded upon this ITB. This provision is a material inducement for the School Board to enter into a contract with the successful Bidder.

34. LOBBYING: Lobbying is not permitted with any District personnel or School Board members in connection with any ITB or competitive solicitation. All oral or written inquiries must be directed through the Purchasing Department. Lobbying is defined as any action taken by an individual, firm, association, joint venture, partnership, syndicate, corporation, and all other groups who seek to influence the governmental decision of a board member or district personnel on the award of this contract. Any Bidder or any individuals that lobby on behalf of Bidder will result in rejection/disqualification of said Bid.

35. ASSIGNMENTS: The successful bidder may not sell, assign or transfer any of its rights, duties or obligations under Bid contract without the prior written consent of the School Board.

36. PROTEST: Failure to give notice or file a protest within the time prescribed in Section 120.57 (3), Florida Statutes, shall constitute a waiver of any protest.

37. COMPLIANCE WITH FEDERAL REGULATIONS: All contracts involving Federal funds will contain certain provisions required by applicable sections of Title 34, Section 80.36(l) and 85.510, Code of Federal Regulations and are included by reference herein.

- a) Debarment: The Bidder certifies by signing the Bid and required response form that the Bidder and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in Federally funded transactions and may, in certain instances, be required to provide a separate written certification to this effect.

During the term of any contract with the School Board, in the event of debarment, suspension, proposed debarment, declared ineligible or voluntarily excluded from participation in Federally funded transactions, the Bidder shall immediately notify the Purchasing Department and the Superintendent, in writing.

- b) Records: Vendors will also be required to provide access to records, which are directly pertinent to the contract and retain all required records for three (3) years after the School Board's final **payment is made**.
- c) Termination: For all contracts involving Federal funds, in excess of \$10,000, the School Board reserves the right to terminate the contract for cause as well as convenience by issuing a certified notice to the vendor.

38. PUBLIC ENTITY CRIME: Pursuant to Florida Statute 287.133, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a Bid on a contract to provide any goods or services to a public entity, may not submit a Bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit Bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 of Florida Statute, for CATEGORY TWO for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

39. COLLECTION, USE OR RELEASE OF SOCIAL SECURITY NUMBERS: The St. Johns County School District is authorized to collect, use or release social security numbers (SSN) of vendors, contractors and their employees and for the following purposes, which are noted as either required or authorized by law to be collected. The collection of social security numbers is either specifically authorized by law or imperative for the performance of the District's duties and responsibilities as prescribed by law (Sections 119.07(5)(a)2 and 3, Florida Statutes):

- a) **Criminal history and criminal background checks/Identifiers for processing fingerprints by Department of Law Enforcement/, if SSN is available** [Required by Fla. Admin. Code 11 C-6.003 and Fla. Stat. § 119.07(5)(a)6]
- b) **Vendors/Consultants that District reasonably believes would receive a 1099 form if a tax identification number is not provided including for IRS form W-9** [Required by 26 C.F.R. § 31.3406-0, 26 C.F.R. § 301.6109-1, and Fla. Stat. § 119.07(5)(a)2 and 6]

40. PURCHASING AGREEMENTS AND STATE TERM CONTRACTS: The Purchasing agreements and state term contracts available under s. 287.056 have been reviewed.

41. PUBLIC RECORDS AND CONFIDENTIALITY: Subject to the limited confidentiality afforded pending competitive solicitation by Florida Statute 119.071, the ITB and all Bids are public records subject to disclosure pursuant to the Florida Public Records Law. Requests for tabulations and other records pertinent to the competitive solicitation shall be processed in accordance with the Florida Public Records Law. By submitting a Bid, Bidders will be deemed to have waived any claim of confidentiality based on trade secrets, proprietary rights, or otherwise.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 904-547-7637; sjpubrec@stjohns.k12.fl.us ; OR ST. JOHNS COUNTY SCHOOL BOARD, ATTN: COMMUNITY RELATIONS, 40 ORANGE STREET, ST. AUGUSTINE, FL 32084

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

This certification is required by the Department of Education regulations implementing Executive Order 12549, Debarment and Suspension, 34 CFR Part 85, for all lower tier transactions meeting the threshold and tier requirements stated at Section 85.110.

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Instructions for Certification:

1. The prospective lower tier participant certifies, by submission of this proposal that neither it nor its principals are:
 - (a) presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency;
 - (b) have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in performing a public (federal, state or local) transaction or contract under a public transaction; or for violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
 - (c) are not presently indicted for or otherwise criminally or civilly charged by a government entity (federal, state or local) with commission of the offenses enumerated in this certification; or
 - (d) have not within a three-year period preceding this application had one or more public transaction (federal, state or local) terminated for cause or default.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Name of Applicant	PR/Award Number and/or Project Name
Printed Name	Title of Authorized Representative
Signature	Date

DRUG FREE WORKPLACE CERTIFICATION FORM

In accordance with 287.087, Florida Statutes, preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids, which are equal with respect to price, quality, and service, are received by the state or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program *shall be given preference* in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free program, a business shall:

- 1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the action that will be taken against employees for violations of such prohibition.
- 2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- 3) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
- 4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
- 5) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
- 6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

(Vendor's Signature)



BIDDER’S STATEMENT OF PRINCIPAL PLACE OF BUSINESS

(Must be completed & submitted with each competitive solicitation)

Bid number and description: _____

Identify the state in which the Vendor has its principal place of business: _____

Instructions: IF your principal place of business above is located within the State of Florida, the Vendor must sign below and submit this form with your bid response, no further action is required.

However, if your principal place of business is outside of the State of Florida, the following must be completed by an attorney and returned with your bid response. FAILURE TO COMPLY SHALL BE CONSIDERED TO BE NON-RESPONSIVE TO THE TERMS OF THE SOLICITATION.

OPINION OF OUT –OF-STATE BIDDER’S ATTORNEY ON BIDDING PREFERENCES

(To be completed by the Attorney for an Out-of-State Vendor)

NOTICE: Section 287.084(2), Florida Statute, provides that “a vendor whose principal place of business is outside this state must accompany any written bid, proposal, or reply documents with a written opinion of an attorney at law licensed to practice law in that foreign state, as to the preferences, if any or none, granted by the law of that state (or political subdivision thereof) to its own business entities whose principal places of business are in that foreign state in the letting of any or all public contracts.” See also: Section 287.084(1), Florida Statutes.

LEGAL OPINION ABOUT STATE BIDDING PREFERENCES

(Please Select One)

____ The Vendor’s principal place of business is in the State of _____ and it is my legal opinion that the laws of that state **do not grant a preference** in the letting of any or all public contracts to business entities whose principal places of business are in that state.

____ The Vendor’s principal place of business is in the State of _____ and it is my legal opinion that the laws of that state **grant the following preference(s)** in the letting of any or all public contracts to business entities whose principal places of business are in that state: (Please describe applicable preference(s) and identify applicable preference(s) and identify applicable state law(s)):

LEGAL OPINION ABOUT POLITICAL SUBDIVISION BIDDING PREFERENCES

(Please Select One)

____ The Vendor’s principal place of business is in the political subdivision of _____ and it is my legal opinion that the laws of that political subdivision **do not grant a preference** in the letting of any or all public contracts to business entities whose principal places of business are in that political subdivision.

____ The Vendor’s principal place of business is in the political subdivision of _____ and the laws of that political subdivision **grant the following preference(s)** in the letting of any or all public contracts to business entities whose principal places of business are in that political subdivision: (Please describe applicable preference(s) and identify applicable authority granting the preference(s)):

Signature of out-of-state Vendor’s attorney: _____

Attorney’s printed name: _____

Address of out-of-state Vendor’s attorney: _____

Phone number/e-mail of out-of-state Vendor’s attorney: _____

Attorney’s states of bar admission: _____

Vendor’s Signature: _____

Vendor’s Printed Name: _____

ST. JOHNS COUNTY SCHOOL DISTRICT

INVITATION TO BID

SPECIAL CONDITIONS

1.0 INTRODUCTION

1.1 The St. Johns County School District (hereinafter referred to as the District) is requesting bid pricing from qualified suppliers to incorporate integrated pest management (IPM) procedures for control of structural and landscape pests as referenced under IPM Policy Statement by United States Environmental Protection Agency (EPA) and University of Florida (UF) http://schoolipm.ifas.ufl.edu/newtech_d1.htm . IPM involves controlling pests by the most practical mechanical, physical, cultural, or biological methods first. It finally resorts, if necessary, to the judicious use of chemical control with the least harm to people and the environment. It involves preplanned steps of attack to continually keep pest populations below intolerable levels. Strategies for maintaining pest populations will be influenced by the pest species and whether or not that species poses a threat to people, property, or the environment. IPM procedures will determine when to control pests and whether practitioners are expected to use current comprehensive information on the pest and its environment and the best available pest control method.

1.2 The District's intentions are to use IPM principles to prevent unacceptable levels of pest activity and damage by the most economical means and with the least possible hazard to people, property, and the environment. The choice of using a pesticide will be based on a review of all other available options and a determination that these options are not acceptable and/or feasible. Selected non-chemical pest management methods will be implemented whenever possible to provide the desired control. When it is determined that a pesticide must be used in order to meet management goals, the least hazardous will be chosen. The application of pesticides is subject to the Federal Insecticide Fungicide and Rodenticide Act (7 United States Code 136), School District Policies and Procedures, Environmental Protection Agency Regulations Title Code 40 of Federal Regulations, Occupational Safety and Health Administration Regulations, and State and Local Regulations.

2.0 INSTRUCTIONS FOR BID SUBMITTAL

2.1 All bids must be received no later than, February 24, 2017 @ 1:30 PM and must be delivered to:

St. Johns County School District
Sebastian Administrative Annex
Purchasing Department
3015 Lewis Speedway, Unit 5
St. Augustine, FL 32084

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- If a bid is transmitted by US mail or other delivery medium, the bidder will be responsible for its timely delivery to the address indicated
- 2.2 Any bid received after the stated date and time, **WILL NOT** be considered.
 - 2.3 One manually signed original bid and one photocopy of the bid must be sealed in one package and clearly labeled "Bid #2017-07 Integrated Pest Management" on the outside of the package. The legal name, address, bidder's contact person and telephone number must also be clearly noted on the outside of the package.
 - 2.4 Failure to submit one original bid with a manual signature may result in rejection of the bid.
 - 2.5 All bids must be signed by an officer or employee having the authority to legally bind the bidder.
 - 2.6 Any corrections must be initialed. This includes corrections made using correction fluid (white out) or any other method of correction.
 - 2.7 Bidders should become familiar with any local conditions that may, in any manner, affect the services required. The bidder(s) are required to carefully examine the bid terms and to become thoroughly familiar with any and all conditions and requirements that may in any manner affect the work to be performed under the contract. No additional allowance will be made due to lack of knowledge of these conditions.
 - 2.8 Bids not conforming to the instructions provided herein will be subject to disqualification at the sole discretion of the District.
 - 2.9 Any bid may be withdrawn prior to the date and time the bids are due. Any bid not withdrawn will constitute an irrevocable offer for a period of 90 days, to provide the District with the services specified in the bid.
 - 2.10 Pursuant to Florida Statute, it is the practice of the District to make available for public inspection and copying any information received in response to an Invitation to Bid or Request for Proposal (RFP). No action on the part of the respondent to a Bid or RFP will create an obligation of confidentiality on the part of the District, including but not limited to, making a reference in the response to the trade secret statutes. It is recommended that potential suppliers exclude from their response any information that, in their judgment may be considered a trade secret.
 - 2.11 When a school district is required to make purchases of personal property through competitive solicitation and the lowest responsible and responsive bid, proposal or reply is by a vendor whose principal place of business is in a state or political subdivision which grants a preference by that state or political subdivision, then the school district shall award an equal preference to the lowest responsible and responsive vendor having a principal place of business within Florida. In a competitive solicitation in which the lowest bid is submitted by a vendor whose principal place of business is located outside

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the state, and that state does not grant a preference in competitive solicitation to vendors having a principal place of business in that state, the preference to the lowest responsible and responsive vendor having a principal place of business in the State of Florida shall be five (5) percent. F.S. 287.084(1)(a).

A vendor whose principal place of business is outside this state must accompany any written bid, proposal or reply documents with a written opinion of an attorney at law licensed to practice law in that foreign state, as to the preferences, if any or none, granted by the law of that state to its own business entities whose principal places of business are in that foreign state in the letting of any or all public contracts. F.S. 287.084(2).

3.0 AWARD

- 3.1 The District reserves the right to waive any irregularities and technicalities and may, at its sole discretion, request a re-submittal or other information to evaluate any or all bids.
- 3.2 The District reserves the right to require bidder(s) to submit evidence of qualifications or any other information the Board may deem necessary, including audited and unaudited financial statements.
- 3.3 The District reserves the right, prior to Board approval, to withdraw the bid or portions thereof, without penalty.
- 3.4 The District reserves the right to: (1) accept the bid of any firm to be in the best interest of the District and (2) to reject any and/or all bids.
- 3.5 The District reserves the right to conduct interviews with any of the bidders and to require a formal presentation by any of the bidders.
- 3.6 It is the intent of the District to award this bid to one or more sources, as determined to be in the best interest of the District.
- 3.7 Bidder may be disqualified from receiving award if bidder, or anyone in bidder's employment, has previously failed to perform satisfactorily in connection with public bidding or contracts.
- 3.8 The bid award will be made based on funds availability and will be at the sole discretion of the St. Johns County School Board.

4.0 CONTRACT/RENEWAL

- 4.1 The term of this contract shall be from July 1, 2017 to June 30, 2018 and may by mutual agreement between the District and the awarded vendor(s) be renewable for up to three (3) additional one (1) year periods.
- 4.2 All terms and conditions of this bid, any addenda, and negotiated terms are incorporated into the contract by reference as set forth herein.

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5.0 BID INQUIRIES/NOTICES

- 5.1 In order to maintain a fair and impartial competitive process, prospective bidders shall not communicate with District staff or Board members after bids are released. All questions and inquiries must be submitted via email no later than February 6, 2017@12:00 pm to:

Patrick Snodgrass
Director of Purchasing
patrick.snodgrass@stjohns.k12.fl.us

Communication via email as stated above is the only means prospective bidders may contact the District regarding this solicitation. Violation of this section is grounds for automatic disqualification of a prospective bidder's submittal.

All questions will be answered via posting to the DemandStar website www.demandstar.com no later than February 8, 2017@5:00 pm.

The District will not respond to questions and inquiries submitted after the deadline stated above.

- 5.2 Copies of addendum will be made available for inspection at the District's Purchasing Department where bid documents will be kept on file.
- 5.3 No Addendum will be issued later than February 8, 2017, except an addendum withdrawing the Invitation to Bid or one which includes postponement of the date for receipt of bids or one containing the questions and answers.
- 5.4 All notices relative to this Bid, including but not limited to initial release, addendums, letters of intent and awards will be posted on the DemandStar web site – www.demandstar.com.

6.0 SITE VISITS

- 6.1 All bidders are required to visit each site and familiarize themselves with the site conditions. **Site visits are mandatory for all schools and facilities.**
- 6.2 A site visit confirmation form (**Attachment A**), along with contact information for each school or facility (**Attachment B**) has been included in the bid. Bids submitted without the signature of each site's maintenance manager or authorized designee may be considered invalid. Bidders must contact the Maintenance Manager or District Contact at each site to schedule a site visit.
- 6.3 An estimated square footage of facilities is shown in **Attachment C**; however, bidders are encouraged to take their own field measurements during their site visits. These figures are estimated and are only give as a guideline for preparing your bid.

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- 6.4 A current portable classroom list is provided in **Attachment D**. These figures are estimated and are given only as a guideline for preparing your bid. The figures are subject to change and may increase or decrease throughout the course of the bid at the discretion of the District.
- 6.5 Failure of any bidder to properly familiarize themselves with the site conditions during the site visits will not relieve them of their responsibilities described in the bid document.

7.0 INVOICING

- 7.1 All invoices must be submitted to the Accounts Payable Department for processing.
- 7.2 Invoicing must be submitted separately per school/facility.
- 7.3 Monthly service charges for Food Service must be invoiced separately from the school/facility's main service area without duplication of invoice numbers.
- 7.4 A monthly statement for the Food Service areas must be sent to the Food Service Department itemizing the school's name, the invoice number and the amount charged to each school.

8.0 SCOPE OF SERVICES

8.1 General

- A. Description of Program: This specification is part of a comprehensive Integrated Pest Management (IPM) program for the premises listed herein. IPM is a process for achieving long-term, environmentally sound pest suppression and prevention through the use of a wide variety of technological and management practices. Control strategies in a IPM program include:
- Structural and procedural modifications to reduce food, water, harborage, and access used by pests.
 - Pesticide compounds, formulations, and application methods that present the lowest potential hazard to humans and the environment.
 - Non-pesticide technologies such as trapping and monitoring devices.
 - Coordination among all facilities management programs that have a bearing on the pest control effort.
- B. Contractor Service Requirements: The Contractor shall furnish all supervision, labor, materials and equipment necessary to accomplish the monitoring, trapping, pesticide application, and pest removal components of the IPM program. The Contractor shall also provide detailed, site specific recommendations for structural and procedural modifications to aid in pest prevention.

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- C. Contractor technician shall sign in at front office or front desk as a “visitor”. Pest site logs and Safety Data Sheets (SDS) shall be retained at each site.

8.2 Pests Included and Excluded

- A. The Contractor shall adequately suppress the following pests:

1. Rodents, fleas, insects, arachnids, and other arthropods.
2. Outdoor populations of potentially indoor-infesting species that are within the property boundaries of the specified buildings.
3. Nests of stinging insects within the property boundaries of the specified buildings.
4. Individuals of all excluded pest populations that are incidental invaders inside the specified building, including winged termite swarmer’s emerging indoors.

- B. Populations of the following pests are excluded from this contract:

1. Termites and other wood destroying organisms.
2. Mosquitoes.
3. Pests that primarily feed on outdoor vegetation.

8.3 Pest Control Plan

Each bid shall be accompanied by a detailed and comprehensive Pest Control Plan (explained below) and a detailed and comprehensive Quality Control Program (see Specification 8.4). Award of any contract resulting from this Invitation To Bid will be to the lowest responsive and responsible bidder who has provided acceptable Pest Control and Quality Control Plans. **NOTICE TO BIDDERS: Bids received without Pest Control AND Quality Control Plans will be considered non-responsive.**

The Pest Control Plan shall consist of five parts as follows:

- A. Proposed materials and equipment for service: The Contractor shall provide current labels and Safety Data Sheets for all pesticides to be used, and brand names of pesticide application equipment, rodent bait boxes, insect and rodent trapping devices, pest monitoring devices, pest detection equipment, and any other pest control devices or equipment that may be used to provide service.
- B. Proposed methods for monitoring and detection: The Contractor shall describe methods and procedures to be used for identifying sites of pest harborage and access, and for making objective assessments of pest population levels throughout the term of the contract.
- C. Service schedule for each building or site: The Contractor shall provide complete service and monitor schedules that include weekly or monthly frequency of

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Contractor visits, specific day(s) of the week of Contractor visits, and approximate duration of each visit. Initial set-up, infestations, and reoccurrences shall be monitored on an as needed basis. Food Service serves breakfast and lunch to students so coordination of service to the school cafeterias will need to be made when not serving meals.

- D. Description of any structural or operational changes that would facilitate the pest control effort: The Contractor shall describe site specific solutions for observed sources of pest food, water, harborage, and access.
- E. Commercial Pesticide Applicator Certificates or Licenses: The Contractor shall provide photocopies of State issued Commercial Pesticide Applicator Certificates or Licenses for every contractor employee who will be performing on-site service under this contract.

The Contractor shall be responsible for carrying out work according to the approved Pest Control Plan. The Contractor shall receive the concurrence of the Maintenance Manager prior to implementing any subsequent changes to the approved Pest Control Plan, including additional or replacement pesticides and on-site service personnel.

8.4 Quality Control Program

Each bid shall be accompanied by a detailed and comprehensive Pest Control Plan (see Specification 8.3) and a detailed and comprehensive Quality Control Plan (explained below). Award of any contract resulting from this Invitation To Bid will be to the lowest responsive and responsible bidder who has provided acceptable Pest Control and Quality Control Plans. **NOTICE TO BIDDERS: Bids received without Pest Control AND Quality Control Plans will be considered non-responsive.**

The Quality Control Program shall include at least the following items:

- A. Inspection System: The Contractor's quality control inspection system shall cover all the services stated in this contract. The purpose of the system is to detect and correct deficiencies in the quality of services before the level or performance becomes unacceptable and/or the Maintenance Manager identifies the deficiencies.
- B. Checklist: A quality control checklist shall be used in evaluating contract performance during regularly scheduled and unscheduled inspections. The checklist shall include every building or site serviced by the Contractor as well as every task required to be performed.
- C. File: A quality control file shall contain a record of all inspections conducted by the Contractor and any corrective actions taken. The file shall be maintained throughout the term of the contract and made available to the Maintenance Manager upon request.

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- D. Inspector(s): The Contractor shall state the name(s) of the individual(s) responsible for performing the quality control inspections.

8.5 Record Keeping

The Contractor shall be responsible for maintaining a pest control logbook or file for each building or site specified in this contract. The records shall be kept on-site and maintained on each visit by the Contractor. Each logbook or file shall contain at least the following items:

- A. Pest Control Plan: A copy of the Contractor's approved Pest Control Plan, including labels and SDS sheets for all pesticides used in the building, brand names of all pest control devices and equipment used in the building, and the Contractor's service schedule for the building.
- B. GSA Forms 3638: Field Office copies of GSA Form 3638, Pest Control Work and Inspection Report, or an equivalent. These forms will be used to advise the contractor of routine service requests and to document the performance of all work, including emergency work. Upon completion of a service visit to the building site, the Contractor's employee performing the service shall complete, sign, and date the Form 3638, and return it to the logbook or file on the same or succeeding day of the services rendered. **Both the Maintenance Manager and Food Service Manager must also sign this form.**
- C. Contractor's Service Report Form: Customer copies of the Contractor's Service Report Form or an equivalent, documenting all information on pesticide application required by statute in jurisdiction where service is actually performed. **Both the Maintenance Manager and Food Service Manager must also sign this form.** These forms shall not be mandatory if all required information on pesticide application is included on the GSA Pest Control Work and Inspection Report.

8.6 Manner and Time to Conduct Service

- A. Time Frame of Service Visits: The Contractor shall perform routine pest control services that do not adversely affect St. Johns County School District productivity during the regular hours of operation in buildings. When it is necessary to perform work outside of the regularly scheduled service time set forth in the Pest Control Plan, the Contractor shall notify the Maintenance Manager at least one (1) day in advance. **Scheduled service must accommodate both the Maintenance Manager and Food Service Managers' work schedules.** Food Service is available from 7:00 AM to 2:00 PM, with the exception of breakfast and lunch hours.
- B. Safety and Health:

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1. The Contractor shall observe all safety precautions throughout the performance of this contract. All work shall be in strict accordance with all applicable Federal, State, and Local safety and health requirements. Where there is a conflict between applicable regulations, the most stringent will apply.
2. The Contractor shall assume full responsibility and liability for compliance with all applicable regulations pertaining to the health and safety of personnel during the execution of work.

C. Uniforms and Protective Clothing: All Contractor personnel working in or around buildings specified in this contract shall wear distinctive uniform clothing. The Contractor shall determine the need for and provide any personal protective items required for the safe performance of work. Protective clothing, equipment, and devices shall, at a minimum, conform to U.S. Occupational Safety and Health Administration (OSHA) standards for the products being used.

D. Vehicles: Vehicles used by the Contractor shall be identified in accordance with State and Local regulations.

8.7 Special Requests and Emergency Service

On occasion, St. Johns County School District may request that the Contractor perform corrective, special, or emergency service(s) that are beyond routine service requests. The Contractor shall respond to these exceptional circumstances and complete the necessary work within three (3) hours after receipt of the request.

8.8 Contractor Personnel

Throughout the term of this contract, the awarded contractor must maintain certification as a Certified Pest Control Operator as required by the Florida Department of Agriculture and Consumer Services Bureau of Entomology and Pest Control. All employees of the awarded contractor performing work under this bid must maintain current Identification Cardholders status throughout the term of this contract.

8.9 Use of Pesticides

The Contractor shall be responsible for application of pesticides according to the label. All pesticides used by the Contractor must be registered with the U.S. Environmental Protection Agency (EPA), State, and/or Local jurisdiction. Transport, handling, and use of all pesticides shall be in strict accordance with the manufacturer's label instructions and all applicable Federal, State and Local laws and regulations.

The Contractor shall adhere to the following rules for pesticide use:

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- A. Approved Products: The Contractor shall not apply any pesticide product that has not been included in the Pest Control Plan or approved in writing by the District.
- B. Pesticide Storage: The Contractor shall not store any pesticide product in the building specified in this contract.
- C. Application by Need: Pesticide application shall be according to need and not by schedule. As a general rule, application of pesticides in any inside or outside area shall not occur unless visual inspection or monitoring devices indicate the presence of pests in that specific area. Requests for preventive pesticide treatments in areas where surveillance indicates a potential insect or rodent infestation will be evaluated by the Maintenance Manager on a case-by-case basis. Written approval must be granted by the Maintenance Manager prior to any preventive pesticide application.
- D. Minimization of Risk: When pesticide use is necessary, the Contractor shall employ the least hazardous material, most precise application technique, and minimum quantity of pesticide necessary to achieve control.

8.10 Insect Control

- A. Emphasis on Non-Pesticide Methods: The Contractor shall use non-pesticide methods of control wherever possible. For example:
 - 1. Portable vacuums rather than pesticide sprays shall be the standard method for initial cleanouts of cockroach infestations, for swarming (winged) ants and termites, and for control of spiders in webs.
 - 2. Trapping devices rather than pesticide sprays shall be the standard method for indoor fly control.
- B. Application of Insecticides to Cracks and Crevices: As a general rule, the Contractor shall apply all insecticides as “crack and crevice” treatments only, defined in this contract as treatments in which the formulated insecticide is not visible to a bystander during or after the application process.
- C. Application of Insecticides to Exposed Surfaces or as Space Sprays: Application of insecticides to exposed surfaces or as space sprays (“fogging”) shall be restricted to exceptional circumstances where no alternative measures are practical. The Contractor shall obtain approval of the Maintenance Manager prior to any application of insecticide to an exposed surface or any space spray treatment. The Contractor shall take all necessary precautions to ensure student and employee safety, and all necessary steps to ensure the containment of the pesticide to the site of

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application.

- D. Insecticide Bait Formulations: Bait formulations shall be the standard pesticide technology for cockroach and ant control, with alternate formulations restricted to unique situations where baits are not practical.

8.11 Monitoring

Sticky traps shall be used to guide and evaluate indoor insect control efforts wherever necessary.

8.12 Rodent Control

- A. Trapping: As a general rule, rodent control inside buildings shall be accomplished with trapping devices only as provided by the contractor. All such devices shall be concealed out of the general view and in protected areas so as not to be affected by routine cleaning and other operations. Trapping devices shall be checked on a schedule approved by the Maintenance Manager. The Contractor shall be responsible for disposing of all trapped rodents and all rodent carcasses in an appropriate manner.
- B. Use of Rodenticides: In exceptional circumstances, when rodenticides are deemed essential for adequate rodent control inside building, the Contractor shall obtain approval of the Maintenance Manager prior to making any interior rodenticide treatment. All rodenticides, regardless of packaging, shall be placed either in locations not accessible to children, pets, wildlife, and domestic animals, or in EPA-approved tamper-resistant bait boxes. As a general rule, rodenticide application outside buildings shall emphasize the direct treatment of rodent burrows wherever feasible.
- C. Use of Bait Boxes: All bait boxes shall be maintained in accordance with EPA Regulations, with emphasis on the safety of non-target organisms.

The Contractor shall adhere to the following five points:

1. All bait boxes shall be concealed out of the general view, in locations where they will not be disturbed by routine operations.
2. The lids of all bait boxes shall be securely locked or fastened shut.
3. All bait boxes shall be securely attached or anchored to floor, ground, wall, or other immovable surface, so that the box cannot be picked up or moved.
4. Bait shall always be secured in the feeding chamber of the box and never placed in the runways or entryways of the box.

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5. All bait boxes shall be labeled on the inside with the Contractor's business name and address, and dated by the Contractor's technician at the time of installation and each servicing.

8.13 Structural Modification and Recommendation

Throughout the term of this contract, the Contractor shall be responsible for advising the Maintenance Manager about any structural, sanitary, or procedural modifications that would reduce pest food, water, harborage, or access. The Contractor shall be responsible for adequately suppressing all pests included in this contract regardless of whether or not the suggested modifications are implemented. The Contractor will not be held responsible for carrying out structural modifications as part of the pest control effort. However, minor applications of caulk and other sealing materials by the Contractor to eliminate pest harborage or access may be approved by the Maintenance Manager on a case-by-case basis. The Contractor shall obtain the approval of the Maintenance Manager prior to any application of sealing material or other structural modification.

8.14 Program Evaluations

The Maintenance Manager will continually evaluate the progress of the contract in terms of effectiveness and safety, and will require such changes as are necessary. The Contractor shall take prompt action to correct all identified deficiencies.

9.0 **REFERENCES**

All bidders must provide a minimum of three (3) references whom they have performed similar services for within the past five (5) years.

10.0 **BID PRICING**

- 10.1 Monthly pricing must be provided for each school/facility listed on the bid sheet.
- 10.2 Bid price should include all costs associated with the Integrated Pest Management Plan.
- 10.3 Monthly pricing must be provided for portable classroom buildings located on District grounds. The pricing for portable classroom buildings **MUST** be stated as a fixed price per portable classroom building per month.
- 10.4 Pricing must be provided per square foot for new schools/facilities and/or expansions that open during the term of this contract.

Elementary school M is expected to open for the 2017-2018 school year at approximately 113,000 square feet.

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Nease High School Expansion is expected to open for the 2017-2018 school year at approximately 60,000 square feet.

Additional schools are expected to open in the following years.

- 10.5 For informational purpose only the District is requesting pricing for outside fire ant control per square foot on an as needed basis.
- 10.6 The bid sheet must be signed by an individual of the bidding firm that has the authority to bind the firm.

11.0 INSURANCE REQUIREMENTS

It is mandatory that the person/firm submitting the bid have minimum Liability limits of \$1,000,000.00 for both Comprehensive General Liability, including Product Liability Coverage. The person/firm submitting the bid must also have a minimum Liability Limit of \$1,000,000.00 for Motor Vehicle Liability and at least the statutory limit of Worker's Compensation. All coverage must be included on the certificate(s). Bidder's insurance provider must be rated A- or better by AM Best. If the bidder's current certificate of insurance does not meet the amount required, a statement must be included with the bid document from their insurance carrier indicating that if a bid award was made to the firm, that the carrier would write the necessary insurance coverage. The successful bidder must then have the required insurance placed in force with written notification provided to the Director of Purchasing, prior to issuance of a purchase order that authorizes the work performance to begin. Failure to do so may invalidate the award and result in an award to the next lowest responsible bidder. **Successful vendor must list St. Johns County School Board as an additional insured.**

12.0 VENDOR PAYMENT

The St. Johns County School District requires all vendors responding to this bid to accept payment from the District on a Visa credit card. No other payment options will be made available. St. Johns County School District will issue a unique "ghost" credit card number to each vendor. This information must be held on file for all future payments. The card has a zero balance until payments have been authorized by the district.

After goods are delivered or services rendered vendors submit invoices to the Accounts Payable Department according to the current process. The payment terms are set as IMMEDIATE (next accounts payable run). When payments are authorized, an email notification is sent to an email address provided by the vendor. The email notification includes the invoice number, invoice date, and amount of payment. Once the vendor receives the email the credit card has been authorized to charge for the amount listed in the email. When the vendor charges the full amount authorized in the email the card will return to a zero balance until the next payment is authorized.

13.0 PURCHASE ORDERS

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A Purchase Order issued by the Purchasing Department or from School Internal Accounts is the only legal authorization for vendors to perform services or provide commodities to the District. A commitment, either written or verbal, from District employees without a Purchase Order issued by the Purchasing Department or from School Internal Accounts does not constitute an obligation by the District to a vendor. Vendors that perform services or provide commodities without a Purchase Order issued by the Purchasing Department or from School Internal Accounts do so at their own risk and at risk of non-payment. Additional information regarding doing business with the District can be found on the District web site, www.stjohns.k12.fl.us under the Purchasing Department.

14.0 PREPARATION AND SUBMISSION OF BID

14.1 Bidder's are requested to organize their bids in the following sequence.

14.2 **Invitation to Bid:** Required response form (page 1 of Bid) with all required information completed and all signatures as specified

14.3 **Debarment Form**

14.4 **Drug Free Workplace Certification**

14.5 **Principal Place of Business**

14.6 **Insurance Coverage:** Insurance certificates evidencing coverage as specified in section 11.0 or a signed statement indicating that coverage meeting the required coverage will be obtained prior to the commencement of any work under this bid.

14.7 **Licenses**

14.8 **References**

14.9 **Site Visit Confirmation Form**

14.10 **Pest Control Plan**

14.11 **Quality Control Plan**

14.12 **Bid Sheet**

BID SHEET

<u>ITEM LOCATION</u>	<u>FOOD SERVICE</u>	<u>SCHOOL AREA</u>	<u>TOTAL</u>
<u>ELEMENTARY SCHOOLS</u>			
Crookshank	\$	\$	\$
Cunningham Creek	\$	\$	\$
Durbin Creek	\$	\$	\$
Hartley	\$	\$	\$
Hickory Creek	\$	\$	\$
Hunt	\$	\$	\$
Julington Creek	\$	\$	\$
Ketterlinus	\$	\$	\$
Mason	\$	\$	\$
Mill Creek	\$	\$	\$
Ocean Palms	\$	\$	\$
Osceola	\$	\$	\$
Palencia	\$	\$	\$
PVPV	\$	\$	\$
Rawlings	\$	\$	\$
Southwoods	\$	\$	\$
Timberlin Creek	\$	\$	\$
Wards Creek	\$	\$	\$
Webster	\$	\$	\$

<u>MIDDLE SCHOOLS & K-8</u>			
Fruit Cove	\$	\$	\$
Gamble Rogers	\$	\$	\$
Landrum	\$	\$	\$
Liberty Pines	\$	\$	\$
Murray	\$	\$	\$
Pacetti Bay	\$	\$	\$
Patriot Oaks	\$	\$	\$
Sebastian	\$	\$	\$
Switzerland Point	\$	\$	\$
Valley Ridge	\$	\$	\$

<u>HIGH SCHOOLS AND TECHNICAL COLLEGE</u>			
Bartram Trail	\$	\$	\$
Creekside	\$	\$	\$
Nease	\$	\$	\$
Pedro Menendez	\$	\$	\$
Ponte Vedra	\$	\$	\$
St. Augustine	\$	\$	\$
St. Johns Technical	N/A	\$	\$
FCTC Main Campus (School Area rate must include instructional kitchens and café)	N/A	\$	\$
FCTC Public Safety Campus	N/A	\$	\$
FCTC Husson Ave Putnam County Campus	N/A	\$	\$
FCTC Barpe Port Putnam County Campus	N/A	\$	\$

BID SHEET

<u>ITEM LOCATION</u>	<u>FOOD SERVICE</u>	<u>SCHOOL AREA</u>	<u>TOTAL</u>
<u>ANCILLARY FACILITIES</u>			
Administration	N/A	\$	\$
Evelyn Hamblen Center	\$	\$	\$
Fullerwood	N/A	\$	\$
Maintenance Warehouse	N/A	\$	\$
Menendez Medical Clinic	N/A	\$	\$
O'Connell Center (Admin Area & Medical Clinic)	N/A	\$	\$
Nease Medical Clinic	N/A	\$	\$
Purchasing Warehouse, Building J	N/A	\$	\$
Yates Admin Complex	N/A	\$	\$

<u>TRANSPORTATION FACILITIES</u>			
Crookshank Transportation Complex	N/A	\$	\$
Nease Transportation Service Center	N/A	\$	\$

TOTAL MONTHLY RATE	\$	\$	\$
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<u>Additional Service</u>	2017-2018 Estimated Portable Count	Cost per Portable per Month
Portable Classroom Building	326	

	2017-2018 Estimated Additional Square Footage	Cost per Additional Square Foot per Month
Future Schools/Facilities	173,000	

	Cost per Square Foot	Minimum Square Foot Cover Area
Fire Ant Control	\$	

Company Name: _____

Print Name: _____

Authorized Signature: _____

Date: _____

Company Name: _____

School	District Contact	District Contact Signature
Bartram Trail High	Todd Ponce	
Creekside High	Robert Randazzo	
Crookshank Elementary	Ralph Waldrop	
Cunningham Creek Elementary	Larry Coarsey	
Durbin Creek Elementary	Bob Wamser	
Evelyn Hamblen	Brian Taylor	
Fruit Cove Elementary	Jim Strange	
Hartley Elementary	Bill Vaughn	
Hickory Creek Elementary	John Doolittle	
R.B. Hunt Elementary	Raymond Kledzik	
Julington Creek Elementary	Brian Pratt	
Ketterlinus Elementary	Brian Taylor	
Landrum Elementary	Brett Butler	
Liberty Pines K-8	Robert Sturm	
Otis Mason Elementary	Al Barkoskie	
Mill Creek Elementary	Robert Davis	
Murray Middle	Paul Pelletier	
Nease High	Mike Oxborough	
Ocean Palms Elementary	Tyson Shank	
Osceola Elementary	Joey Strickland	
Palencia Elementary	Rick Mitidieri	
Pacetti Bay Middle	Jack Blocker	
Patriot Oaks K-8	Larry Davis	
Pedro Menendez High	Joedy Ashton	
Ponte Vedra High	Nick Athanaseas	
PVPV/Rawlings Elementary	Linda Reed	
Gamble Rogers Middle	Mike Ponce	
St. Augustine High	Mike Hazel	
St. Johns Technical High	Chuck Veitinger	
Sebastian Middle	Jeff Baldwin	
South Woods Elementary	Bennie Witt	
Switzerland Point Middle	Bradley Ponce	
Timberlin Creek Elementary	Bill Fowler	
Valley Ridge K-8	Troy Wilson	
Wards Creek Elementary	Tim Lundquist	
The Webster School	Robert Shank	
FCTC Main Campus	Chuck Veitinger	
FCTC Public Safety Campus	Chuck Veitinger	
FCTC Husson Ave Putnam County Campus	Chuck Veitinger	
FCTC Barge Port Putnam County Campus	Chuck Veitinger	
Administration Building	Todd Hudson	
Fullerwood	Todd Hudson	
Yates Administration Building	Todd Hudson	
Maintenance Building	Eddie Ponce	
Crookshank Trans. Complex	Eddie Ponce	
Nease Bus Garage	Eddie Ponce	
Purchasing Warehouse	Joe Outlaw	
O'Connell Admin	Cara Pacetti	
O'Connell Medical	Meghan MacDerment	
Nease Medical Clinic	Meghan MacDerment	
Menendez Medical Clinic	Meghan MacDerment	

School	District Contact	Office Number	Cell Phone Number	Address
Bartram	Todd Ponce	547-8336	540-3594	7399 Longleaf Pine Parkway, St. Johns, FL 32259
Creekside	Robert Randazzo	547-7308	669-6002	100 Knights Lane, St. Johns, FL 32259
Crookshank	Ralph Waldrop	547-7836	669-3251	1455 N. Whitney Street, St. Augustine, FL 32084
Cunningham Creek	Larry Coarsey	547-7864	226-1281	1205 Roberts Road, St. Johns, FL 32259
Durbin Creek	Bob Wamser	547-3883	392-4241	4100 Race Track Road, St. Johns, FL 32259
Evelyn Hamblen	Brian Taylor	547-8559	669-5520	1 Christopher Street, St. Augustine, FL 32084
Fruit Cove	Jim Strange	547-7884	669-4045	3180 Race Track Road, St. Johns, FL 32259
Hartley	Bill Vaughn	547-8386	669-3490	260 Cacique Drive, St. Augustine, FL 32086
Hickory Creek	John Doolittle	547-7459	631-5474	235 Hickory Creek Trail, St. Johns, FL 32259
R.B. Hunt	Raymond Kledzik	547-7965	669-3515	125 Magnolia Drive, St. Augustine, FL 32080
Julington Creek	Brian Pratt	547-7984	370-9564	2316 Race Track Road, St. Johns, FL 32259
Ketterlinus	Brian Taylor	547-8547	669-5520	67 Orange Street, St. Augustine, FL 32084
Landrum	Brett Butler	547-8412	327-6361	230 Landrum Lane, Ponte Vedra Beach, FL 32082
Liberty Pines	Robert Sturm	547-7906	540-4037	10901 Russell Sampson Road, St. Johns, FL 32259
Otis Mason	Al Barkoskie	547-8441	377-5066	207 Mason Manatee Way, St. Augustine, FL 32086
Menendez	Joedy Ashton	547-8670	759-0915	600 State Road 206 West, St. Augustine, FL 32086
Mill Creek	Robert Davis	547-3724	540-0374	3750 International Golf Parkway, St. Augustine, FL 32092
Murray	Paul Pelletier	547-8482	838-3039	150 North Holmes Boulevard, St. Augustine, FL 32084
Nease	Mike Oxborough	547-8303	540-6490	10550 Ray Road, Ponte Vedra, FL 32081
Ocean Palms	Tyson Shank	547-3768	669-2443	355 Landrum Lane, Ponte Vedra Beach, FL 32082
Osceola	Joey Strickland	547-3785	392-5164	1605 Osceola Elementary Road, St. Augustine, FL 32084
Palencia	Rick Mitidieri	547-4016	386-688-7359	355 Palencia Village Drive, St. Augustine, FL 32095
Pacetti Bay	Jack Blocker	547-8766	669-5070	245 Meadowlark Lane, St. Augustine, FL 32092
Patriot Oaks	Larry Davis	547-4057	553-9408	475 Longleaf Pine Parkway, St. Johns, FL 32259

School	District Contact	Office Number	Cell Phone Number	Address
Ponte Vedra High	Nick Athanaseas	547-7357	669-2942	460 Davis Park Road, Ponte Vedra, FL 32081
PVPV/Rawlings	Linda Reed	547-8567		630 A1A North, Ponte Vedra Beach, FL 32082
Gamble Rogers	Mike Ponce	547-8694	669-0296	6250 US 1 South, St. Augustine, FL 32086
St. Augustine High	Mike Hazel	547-8524	806-6602	3205 Varella Avenue, St. Augustine, FL 32084
St. Johns Technical	Chuck Veitinger	547-8497	814-4919	2980 Collins Avenue, St. Augustine, FL 32084
Sebastian	Jeff Baldwin	547-3855	347-6609	2955 Lewis Speedway, St. Augustine, FL 32084
South Woods	Bennie Witt	547-8617	669-6965	4750 State Road 206 West, Elkton, FL 32033
Switzerland Point	Bradley Ponce	547-8630	669-8350	777 Greenbriar Road, St. Johns, FL 32259
Timberlin Creek	Bill Fowler	547-7412	669-3529	555 Pine Tree Lane, St. Augustine, FL 32092
Valley Ridge	Troy Wilson	547-4097	591-5105	105 Greenleaf Drive, Ponte Vedra, FL 32081
Wards Creek	Tim Lundquist	547-8736	669-2282	6555 State Road 16, St. Augustine, FL 32092
The Webster School	Robert Shank	547-3878	315-7723	420 North Orange Street, St. Augustine, FL 32084
Administration Building	Todd Hudson	547-7629	315-2872	40 Orange Street, St. Augustine, FL 32084
Fullerwood	Todd Hudson	547-7629	315-2872	15 Hildreth Drive, St. Augustine, FL 32095
Yates Admin. Building	Todd Hudson	547-7629	315-2872	47 Orange Street, St. Augustine, FL 32084
Maintenance Building	Eddie Ponce	547-3707	669-3226	299 School House Road, St. Augustine, 32095
Crookshank Trans. Complex	Eddie Ponce	547-3707	669-3226	30 Crookshank Drive, St. Augustine, FL 32095
Nease Bus Garage	Eddie Ponce	547-3707	669-3226	10550 Ray Road, Ponte Vedra, FL 32081
Purchasing Warehouse	Joe Outlaw	547-8990		2980 Collins Avenue, St. Augustine, FL 32084
FCTC Main Campus	Chuck Veitinger	547-3282	814-4919	2980 Collins Avenue, St. Augustine, FL 32084
FCTC Public Safety Campus	Chuck Veitinger	547-3282	814-4919	3640 Gaines Road, St. Augustine, FL 32084
FCTC Husson Ave Putnam Cty Campus	Chuck Veitinger	547-3282	814-4919	1001 Husson Ave, Palatka, FL 32177
FCTC Barge Port Putnam Cty Campus	Chuck Veitinger	547-3282	814-4919	102 Port Rd, Palatka, FL 32177

School	District Contact	Office Number	Cell Phone Number	Address
O'Connell Admin & Medical	Meghan MacDerment	802-578-8508	802-578-8508	3720 International Golf Parkway, St. Augustine, FL 32092
	Cara Pacetti	547-8150		
Nease Medical Clinic	Meghan MacDerment	802-578-8508	802-578-8508	10430 Ray Road, Ponte Vedra, FL 32081
	Mike Oxborough	547-8303	392-4241	
Menendez Medical Clinic	Meghan MacDerment	802-578-8508	802-578-8508	580 State Road 206 West, St. Augustine, FL 32086
	Joedy Ashton	547-8670	759-0915	

FACILITY	DESCRIPTION OF PROPERTY	ADDRESS	CITY	STATE	ZIP	EST. SQ. FEET
CROOKSHANK ELEMENTARY	MAIN BUILDING - CROOKSHANK E.S.	1455 North Whitney	St. Augustine	FL	32084	49,654
	CLASSROOM BUILDING	1455 North Whitney	St. Augustine	FL	32084	4,624
	FLAMMABLE STORAGE BUILDING	1455 North Whitney	St. Augustine	FL	32084	320
	ELECTRICAL BUILDING	1455 North Whitney	St. Augustine	FL	32084	169
	STORAGE SHED	1455 North Whitney	St. Augustine	FL	32084	64
	STORAGE SHED	1455 North Whitney	St. Augustine	FL	32084	64
	STORAGE SHED	1455 North Whitney	St. Augustine	FL	32084	240
	STORAGE SHED	1455 North Whitney	St. Augustine	FL	32084	240
	ADDITION	1455 North Whitney	St. Augustine	FL	32084	29,168
EVELYN HAMBLIN CENTER	MAIN BUILDING - EVELYN HAMBLIN	1 Christopher Street	St. Augustine	FL	32084	31,966
	CLASSROOM BUILDING	1 Christopher Street	St. Augustine	FL	32084	1,750
	FLAMMABLE STORAGE BUILDING	1 Christopher Street	St. Augustine	FL	32084	352
	STORAGE SHED	1 Christopher Street	St. Augustine	FL	32084	160
	STORAGE SHED	1 Christopher Street	St. Augustine	FL	32084	120
	STORAGE SHED	1 Christopher Street	St. Augustine	FL	32084	120
	STORAGE SHED	1 Christopher Street	St. Augustine	FL	32084	160
	STORAGE SHED	1 Christopher Street	St. Augustine	FL	32084	288
KETTERLINUS ELEMENTARY	MAIN BUILDING - KETTERLINUS E.S.	67 Orange Street	St. Augustine	FL	32084	57,329
	FLAMMABLE STORAGE BUILDING	67 Orange Street	St. Augustine	FL	32084	320
	GYMNASIUM	67 Orange Street	St. Augustine	FL	32084	16,977
	COVERED DINING AREA	67 Orange Street	St. Augustine	FL	32084	2,010
	STORAGE SHED	67 Orange Street	St. Augustine	FL	32084	140
	STORAGE SHED	67 Orange Street	St. Augustine	FL	32084	192
	STORAGE SHED	67 Orange Street	St. Augustine	FL	32084	216
PV/PV ELEMENTARY	MAIN BUILDING - PONTE VEDRA/PALM VALLEY	630 A1A North	Ponte Vedra	FL	32082	59,583
	CLASSROOM BUILDING	630 A1A North	Ponte Vedra	FL	32082	7,440
	PE OFFICE/STORAGE BUILDING	630 A1A North	Ponte Vedra	FL	32082	1,694
	STORAGE BUILDING	630 A1A North	Ponte Vedra	FL	32082	720
	FLAMMABLE STORAGE BUILDING	630 A1A North	Ponte Vedra	FL	32082	352
	STORAGE BUILDING	630 A1A North	Ponte Vedra	FL	32082	100
RAWLINGS ELEMENTARY	MAIN BUILDING - RAWLINGS E.S.	610 SR A1A	Ponte Vedra	FL	32082	82,758
	FLAMMABLE STORAGE BUILDING	610 SR A1A	Ponte Vedra	FL	32082	792
	STORAGE SHED	610 SR A1A	Ponte Vedra	FL	32082	100
R.B. HUNT ELEMENTARY	MAIN BUILDING - R.B. HUNT E.S.	125 Magnolia Drive	St. Augustine	FL	32080	57,804
	FLAMMABLE STORAGE BUILDING	125 Magnolia Drive	St. Augustine	FL	32080	320
	STORAGE BUILDING	125 Magnolia Drive	St. Augustine	FL	32080	400
	STORAGE BUILDING - CUSTODIAL	125 Magnolia Drive	St. Augustine	FL	32080	200

FACILITY	DESCRIPTION OF PROPERTY	ADDRESS	CITY	STATE	ZIP	EST. SQ. FEET
MURRAY MIDDLE	MAIN BUILDING - MURRAY MIDDLE	150 North Holmes Blvd.	St. Augustine	FL	32084	132,096
	CHILLER BUILDING	150 North Holmes Blvd.	St. Augustine	FL	32084	2,625
	FLAMMABLE STORAGE BUILDING	150 North Holmes Blvd.	St. Augustine	FL	32084	336
	PE STORAGE BUILDING	150 North Holmes Blvd.	St. Augustine	FL	32084	336
	STORAGE SHED	150 North Holmes Blvd.	St. Augustine	FL	32084	48
ST. AUGUSTINE HIGH	MAIN BUILDING - ST AUGUSTINE HIGH	3205 Varella Avenue	St. Augustine	FL	32095	240,544
	CLASSROOM BUILDING - PRE-VOTECH	3205 Varella Avenue	St. Augustine	FL	32095	12,040
	TICKET BOOTH - FOOTBALL	3205 Varella Avenue	St. Augustine	FL	32095	96
	STORAGE BUILDING	3205 Varella Avenue	St. Augustine	FL	32095	528
	RESTROOM BUILDING - VISITORS	3205 Varella Avenue	St. Augustine	FL	32095	525
	RESTROOM/STORAGE BUILDING	3205 Varella Avenue	St. Augustine	FL	32095	1,872
	CONCESSION STAND (UNDER GRANDSTAND)	3205 Varella Avenue	St. Augustine	FL	32095	1,080
	PUMPHOUSE	3205 Varella Avenue	St. Augustine	FL	32095	64
	PUMPHOUSE	3205 Varella Avenue	St. Augustine	FL	32095	63
	ELECTRICAL BUILDING	3205 Varella Avenue	St. Augustine	FL	32095	63
	CONCESSION STAND - VISITORS (FOOTBALL)	3205 Varella Avenue	St. Augustine	FL	32095	256
	STORAGE SHED	3205 Varella Avenue	St. Augustine	FL	32095	192
	FLAMMABLE STORAGE BUILDING	3205 Varella Avenue	St. Augustine	FL	32095	320
	BBQ SHELTER	3205 Varella Avenue	St. Augustine	FL	32095	360
	PRESSBOX/CONCESSION (BASEBALL)	3205 Varella Avenue	St. Augustine	FL	32095	696
	STORAGE SHED - BASEBALL	3205 Varella Avenue	St. Augustine	FL	32095	288
	STORAGE SHED - FOOTBALL PRACTICE FI	3205 Varella Avenue	St. Augustine	FL	32095	288
	STORAGE SHED - FOOTBALL PRACTICE FI	3205 Varella Avenue	St. Augustine	FL	32095	288
	PUMPHOUSE	3205 Varella Avenue	St. Augustine	FL	32095	63
	STORAGE SHED	3205 Varella Avenue	St. Augustine	FL	32095	120
STORAGE SHED	3205 Varella Avenue	St. Augustine	FL	32095	288	
PRESSBOX - SOFTBALL	3205 Varella Avenue	St. Augustine	FL	32095	476	
CONCESSION STAND/RESTROOM - SOFTBAL	3205 Varella Avenue	St. Augustine	FL	32095	693	
WEBSTER ELEMENTARY	MAIN BUILDING - WEBSTER	420 North Orange Street	St. Augustine	FL	32084	100,364
	STORAGE BUILDING	420 North Orange Street	St. Augustine	FL	32084	168
	CLASSROOM BUILDING	420 North Orange Street	St. Augustine	FL	32084	4,484
	CLASSROOM BUILDING	420 North Orange Street	St. Augustine	FL	32084	3,640
	FLAMMABLE STORAGE BUILDING	420 North Orange Street	St. Augustine	FL	32084	336
	STORAGE SHED	420 North Orange Street	St. Augustine	FL	32084	64
	STORAGE SHED	420 North Orange Street	St. Augustine	FL	32084	80
	STORAGE SHED	420 North Orange Street	St. Augustine	FL	32084	80
	STORAGE SHED	420 North Orange Street	St. Augustine	FL	32084	80

FACILITY	DESCRIPTION OF PROPERTY	ADDRESS	CITY	STATE	ZIP	EST. SQ. FEET
JULINGTON CREEK ELEMENTARY	MAIN BUILDING - JULINGTON CREEK	2316 Racetrack Road	St. Johns	FL	32259	122,065
	BUILDING 1 extension JULINGTON CREEK	2316 Racetrack Road	St. Johns	FL	32259	7,434
	BUILDING 1 extension - JULINGTON CREEK	2316 Racetrack Road	St. Johns	FL	32259	45,879
	BUILDING 3 (ESE)	2316 Racetrack Road	St. Johns	FL	32259	1,688
	STORAGE BUILDING	2316 Racetrack Road	St. Johns	FL	32259	400
	STORAGE BUILDING	2316 Racetrack Road	St. Johns	FL	32259	80
	STORAGE SHED	2316 Racetrack Road	St. Johns	FL	32259	160
	STORAGE SHED	2316 Racetrack Road	St. Johns	FL	32259	60
	STORAGE SHED	2316 Racetrack Road	St. Johns	FL	32259	60
	STORAGE SHED	2316 Racetrack Road	St. Johns	FL	32259	120
ALLEN D. NEASE HIGH	BUILDING A-01 (MATH)	10550 Ray Road	Ponte Vedra	FL	32081	9,778
	BUILDING B-02 (ENGLISH)	10550 Ray Road	Ponte Vedra	FL	32081	9,778
	BUILDING C-03 (ADMIN)	10550 Ray Road	Ponte Vedra	FL	32081	9,778
	BUILDING D-04 (MEDIA)	10550 Ray Road	Ponte Vedra	FL	32081	18,615
	BUILDING E-05 (FOREIGN LANGUAGE)	10550 Ray Road	Ponte Vedra	FL	32081	9,778
	BUILDING F-06 (GENERAL)	10550 Ray Road	Ponte Vedra	FL	32081	9,778
	BUILDING G-07 (GYMNASIUM)	10550 Ray Road	Ponte Vedra	FL	32081	23,688
	BUILDING H-08 (SCIENCE)	10550 Ray Road	Ponte Vedra	FL	32081	13,194
	BUILDING I-09 (AUDITORIUM)	10550 Ray Road	Ponte Vedra	FL	32081	20,818
	BUILDING K-11 (VOCATIONAL)	10550 Ray Road	Ponte Vedra	FL	32081	9,778
	BUILDING M-13 (ESE VOCATIONAL)	10550 Ray Road	Ponte Vedra	FL	32081	9,778
	BUILDING O-14 (CEAD & CAFETERIA)	10550 Ray Road	Ponte Vedra	FL	32081	22,915
	BUILDING R-18 (NROTC)	10550 Ray Road	Ponte Vedra	FL	32081	12,352
	STORAGE BUILDING	10550 Ray Road	Ponte Vedra	FL	32081	1,120
	STORAGE BUILDING	10550 Ray Road	Ponte Vedra	FL	32081	192
	FLAMMABLE STORAGE BUILDING	10550 Ray Road	Ponte Vedra	FL	32081	361
	STORAGE SHED	10550 Ray Road	Ponte Vedra	FL	32081	80
	BUS SERVICE GARAGE	10550 Ray Road	Ponte Vedra	FL	32081	2,000
	ELECTRICAL BUILDING	10550 Ray Road	Ponte Vedra	FL	32081	247
	CONCESSION STAND - FOOTBALL	10550 Ray Road	Ponte Vedra	FL	32081	560
	RESTROOM BUILDING - FOOTBALL	10550 Ray Road	Ponte Vedra	FL	32081	742
	STORAGE BUILDING	10550 Ray Road	Ponte Vedra	FL	32081	644
	ELECTRICAL BUILDING	10550 Ray Road	Ponte Vedra	FL	32081	63
	STORAGE SHED	10550 Ray Road	Ponte Vedra	FL	32081	264
CONCESSION STAND - BASEBALL	10550 Ray Road	Ponte Vedra	FL	32081	672	
STORAGE BUILDING	10550 Ray Road	Ponte Vedra	FL	32081	294	
PRESSBOX - BASEBALL	10550 Ray Road	Ponte Vedra	FL	32081	442	
PRESSBOX - SOFTBALL	10550 Ray Road	Ponte Vedra	FL	32081	442	
STORAGE BUILDING	10550 Ray Road	Ponte Vedra	FL	32081	168	
W.D. HARTLEY ELEMENTARY	MAIN BUILDING - W.D.HARTLEY	260 Cacique Drive	St. Augustine	FL	32086	66,184
	FLAMMABLE STORAGE BUILDING	260 Cacique Drive	St. Augustine	FL	32086	352
SEBASTIAN MIDDLE	MAIN BUILDING - SEBASTIAN M.S.	2955 Lewis Speedway	St. Augustine	FL	32084	130,044

FACILITY	DESCRIPTION OF PROPERTY	ADDRESS	CITY	STATE	ZIP	EST. SQ. FEET
ALICE B. LANDRUM MIDDLE	MAIN BUILDING - ALICE B. LANDRUM M.	230 Landrum Lane	Ponte Vedra	FL	32082	130,044
	COVERED DINING AREA	230 Landrum Lane	Ponte Vedra	FL	32082	2,100
SWITZERLAND POINT MIDDLE	MAIN BUILDING - SWITZERLAND POINT M	777 Greenbriar Road	St. Johns	FL	32259	130,044
	COVERED DINING AREA	777 Greenbriar Road	St. Johns	FL	32259	3,750
OSCEOLA ELEMENTARY	MAIN BUILDING - OSCEOLA E.S.	1605 Osceola Road	St. Augustine	FL	32095	63,773
	FLAMMABLE STORAGE BUILDING	1605 Osceola Road	St. Augustine	FL	32095	792
	STORAGE SHED	1605 Osceola Road	St. Augustine	FL	32095	288
	STORAGE SHED	1605 Osceola Road	St. Augustine	FL	32095	288
MILL CREEK ELEMENTARY	MAIN BUILDING - MILL CREEK E.S.	3750 Int. Golf Parkway	St. Augustine	FL	32092	82,758
	BUILDING 2	3750 Int. Golf Parkway	St. Augustine	FL	32092	30,416
	FLAMMABLE STORAGE BUILDING	3750 Int. Golf Parkway	St. Augustine	FL	32092	792
	STORAGE SHED	3750 Int. Golf Parkway	St. Augustine	FL	32092	180
	STORAGE SHED	3750 Int. Golf Parkway	St. Augustine	FL	32092	80
	STORAGE SHED	3750 Int. Golf Parkway	St. Augustine	FL	32092	288
O'CONNELL ADMIN AND MEDICAL	ADMIN AND CLINIC	3750 Int. Golf Parkway	St. Augustine	FL	32092	4,658
OTIS MASON ELEMENTARY	MAIN BUILDING - OTIS MASON E.S.	207 Mason Manatee Way	St. Augustine	FL	32086	82,758
	FLAMMABLE STORAGE BUILDING	207 Mason Manatee Way	St. Augustine	FL	32086	792
	STORAGE SHED	207 Mason Manatee Way	St. Augustine	FL	32086	288
	STORAGE SHED	207 Mason Manatee Way	St. Augustine	FL	32086	240
	STORAGE SHED	207 Mason Manatee Way	St. Augustine	FL	32086	90
ADMINISTRATION BUILDING	ADMINISTRATION BUILDING	40 Orange Street	St. Augustine	FL	32084	39,212
CUNNINGHAM CREEK ELEMENTARY	MAIN BUILDING - CUNNINGHAM CREEK E.	1205 Roberts Road	St. Johns	FL	32259	94,649
	FLAMMABLE STORAGE BUILDING	1205 Roberts Road	St. Johns	FL	32259	792
	STORAGE SHED	1205 Roberts Road	St. Johns	FL	32259	192
	STORAGE SHED	1205 Roberts Road	St. Johns	FL	32259	80
GAMBLE ROGERS ELEMENTARY	MAIN BUILDING - GAMBLE ROGERS E.S.	6250 US Highway 1 South	St. Augustine	FL	32086	130,044
	FLAMMABLE STORAGE BUILDING	6250 US Highway 1 South	St. Augustine	FL	32086	435
	STORAGE BUILDING	6250 US Highway 1 South	St. Augustine	FL	32086	1,176
	STORAGE SHED	6250 US Highway 1 South	St. Augustine	FL	32086	150
	STORAGE SHED	6250 US Highway 1 South	St. Augustine	FL	32086	360
	STORAGE SHED	6250 US Highway 1 South	St. Augustine	FL	32086	325
OCEAN PALMS ELEMENTARY	MAIN BUILDING - OCEAN PALMS	355 Landrum Lane	Ponte Vedra	FL	32082	82,758
	FLAMMABLE STORAGE BUILDING	355 Landrum Lane	Ponte Vedra	FL	32082	792
	STORAGE SHED	355 Landrum Lane	Ponte Vedra	FL	32082	72

FACILITY	DESCRIPTION OF PROPERTY	ADDRESS	CITY	STATE	ZIP	EST. SQ. FEET
PEDRO MENENDEZ HIGH	MAIN BUILDING - PEDRO MENENDEZ HIGH	600 SR 206 West	St. Augustine	FL	32086	209,429
	CONCESSION STAND - VISITORS (FOOTBA	600 SR 206 West	St. Augustine	FL	32086	360
	CONCESSION STAND/RESTROOM BUILDING	600 SR 206 West	St. Augustine	FL	32086	2,384
	TICKET BOOTH - FOOTBALL	600 SR 206 West	St. Augustine	FL	32086	96
	MAINTENANCE BUILDING	600 SR 206 West	St. Augustine	FL	32086	2,250
	SECURITY BOOTH	600 SR 206 West	St. Augustine	FL	32086	72
	FIRE PUMP HOUSE	600 SR 206 West	St. Augustine	FL	32086	165
	PRESSBOX - BASEBALL	600 SR 206 West	St. Augustine	FL	32086	416
	CONCESSION STAND/RESTROOM	600 SR 206 West	St. Augustine	FL	32086	700
	PRESSBOX - SOFTBALL	600 SR 206 West	St. Augustine	FL	32086	416
BARTRAM TRAIL HIGH	MAIN BUILDING - BARTRAM TRAIL H.S.	7399 Longleaf Pine Parkway	St. Johns	FL	32259	209,429
	9TH GRADE ACADEMY - BARTRAM H.S.	7399 Longleaf Pine Parkway	St. Johns	FL	32259	65,980
	CONCESSION/RESTROOM/STORAGE BUILDIN	7399 Longleaf Pine Parkway	St. Johns	FL	32259	2,574
	CONCESSION STAND - BASEBALL/SOFTBAL	7399 Longleaf Pine Parkway	St. Johns	FL	32259	693
	PRESSBOX - BASEBALL	7399 Longleaf Pine Parkway	St. Johns	FL	32259	442
	PRESSBOX - SOFTBALL	7399 Longleaf Pine Parkway	St. Johns	FL	32259	442
	MAINTENANCE SHOP	7399 Longleaf Pine Parkway	St. Johns	FL	32259	2,325
	FLAMMABLE STORAGE BUILDING	7399 Longleaf Pine Parkway	St. Johns	FL	32259	192
	CONCESSION STAND - MARCHING BAND	7399 Longleaf Pine Parkway	St. Johns	FL	32259	180
	TICKET BOOTH - FOOTBALL	7399 Longleaf Pine Parkway	St. Johns	FL	32259	99
	TICKET BOOTH - BASEBALL	7399 Longleaf Pine Parkway	St. Johns	FL	32259	99
	STORAGE SHED - BASEBALL	7399 Longleaf Pine Parkway	St. Johns	FL	32259	288
	STORAGE SHED - BASEBALL	7399 Longleaf Pine Parkway	St. Johns	FL	32259	288
	FIRE PUMP HOUSE	7399 Longleaf Pine Parkway	St. Johns	FL	32259	165
FRUIT COVE MIDDLE	MAIN BUILDING - FRUIT COVE M.S.	2680 Race Track Road	St. Johns	FL	32259	130,044
	COVERED DINING AREA	2680 Race Track Road	St. Johns	FL	32259	2,400
DURBIN CREEK ELEMENTARY	MAIN BUILDING - DURBIN CREEK E.S.	4100 Race Track Road	St. Johns	FL	32257	90,597
	PE OFFICE/STORAGE BUILDING	4100 Race Track Road	St. Johns	FL	32257	600
	PERM. PORTABLE CLASSROOMS - 801-803	4100 Race Track Road	St. Johns	FL	32257	2,812
	PERM. PORTABLE CLASSROOMS - 804-808	4100 Race Track Road	St. Johns	FL	32257	4,636
	PERM. PORTABLE CLASSROOMS - 809-811	4100 Race Track Road	St. Johns	FL	32257	2,812
TIMBERLIN CREEK ELEMENTARY	MAIN BUILDING - TIMBERLIN CREEK E.S	555 Pine Tree Lane	St. Augustine	FL	32092	90,597
	PE OFFICE/STORAGE BUILDING	555 Pine Tree Lane	St. Augustine	FL	32092	600
	STORAGE SHED	555 Pine Tree Lane	St. Augustine	FL	32092	288
	STORAGE SHED	555 Pine Tree Lane	St. Augustine	FL	32092	160
	ADDITION	555 Pine Tree Lane	St. Augustine	FL	32092	18,418

FACILITY	DESCRIPTION OF PROPERTY	ADDRESS	CITY	STATE	ZIP	EST. SQ. FEET
SOUTH WOODS ELEMENTARY	MAIN BUILDING - SOUTH WOODS E.S.	4750 SR 206 West	Elkton	FL	32033	90,597
	PE OFFICE/STORAGE BUILDING	4750 SR 206 West	Elkton	FL	32033	600
	WATER TREATMENT BUILDING	4750 SR 206 West	Elkton	FL	32033	2,260
	CO2 BUILDING - WATER TREATMENT	4750 SR 206 West	Elkton	FL	32033	81
	BLOWER BUILDING - WASTEWATER TREATM	4750 SR 206 West	Elkton	FL	32033	165
HICKORY CREEK ELEMENTARY	MAIN BUILDING - HICKORY CREEK	235 Hickory Creek Trail	St. Johns	FL	32259	90,597
	PE OFFICE/STORAGE BUILDING	235 Hickory Creek Trail	St. Johns	FL	32259	600
	STORAGE SHED - SOFTBALL FIELD	235 Hickory Creek Trail	St. Johns	FL	32259	160
	STORAGE SHED	235 Hickory Creek Trail	St. Johns	FL	32259	160
	BUILDING 2	235 Hickory Creek Trail	St. Johns	FL	32259	13,400
PACETTI BAY MIDDLE	MAIN BUILDING - PACETTI BAY	245 Meadowlark Lane	St. Augustine	FL	32092	158,724
	GENERATOR BUILDING	245 Meadowlark Lane	St. Augustine	FL	32092	375
YATES ADMIN COMPLEX	MAIN OFFICE - YATES ADMINISTRATION	47 Orange Street	St. Augustine	FL	32084	8,312
	STORAGE BUILDING	47 Orange Street	St. Augustine	FL	32084	400
ST. JOHNS TECHNICAL HIGH	BUILDING E - CLASSROOM	2980 Collins Avenue	St. Augustine	FL	32095	19,706
	BUILDING H - CLASSROOM	2980 Collins Avenue	St. Augustine	FL	32095	24,912
	ADMINISTRATION BUILDING	2980 Collins Avenue	St. Augustine	FL	32095	5,000
	STORAGE SHED - 11FLM1953	2980 Collins Avenue	St. Augustine	FL	32095	240
	STORAGE SHED - 11AFLH1793	2980 Collins Avenue	St. Augustine	FL	32095	268
	STORAGE SHED - 11AFLD840	2980 Collins Avenue	St. Augustine	FL	32095	64
CROOKSHANK TRANS. COMPLEX	BUS SERVICE GARAGE/ADMINISTRATION B	30 Crookshank Drive	St. Augustine	FL	32095	15,540
	BUS WASH BAY	30 Crookshank Drive	St. Augustine	FL	32095	1,272
	FUEL CANOPY	30 Crookshank Drive	St. Augustine	FL	32095	1,330
	TIRE STORAGE AND MOUNTING	30 Crookshank Drive	St. Augustine	FL	32095	2,520
MAINTENANCE WAREHOUSE	MAINTENANCE WAREHOUSE	299 School House Road	St. Augustine	FL	32095	18,301
	EQUIPMENT SHELTER	299 School House Road	St. Augustine	FL	32095	3,948
	FLAMMABLE STORAGE BUILDING	299 School House Road	St. Augustine	FL	32095	378
WARDS CREEK ELEMENTARY	PE OFFICE/STORAGE BUILDING	6555 SR 16	St. Augustine	FL	32092	600
	MAIN BUILDING - WARDS CREEK E.S.	6555 SR 16	St. Augustine	FL	32092	90,597
	ADDITION	6555 SR 16	St. Augustine	FL	32092	18,418

FACILITY	DESCRIPTION OF PROPERTY	ADDRESS	CITY	STATE	ZIP	EST. SQ. FEET
CREEKSIDE HIGH	MAIN BUILDING - CREEKSIDE HIGH	100 Knights Lane	St. Johns	FL	32259	156,265
	MEDIA CENTER	100 Knights Lane	St. Johns	FL	32259	22,739
	AUDITORIUM	100 Knights Lane	St. Johns	FL	32259	15,791
	GYMNASIUM	100 Knights Lane	St. Johns	FL	32259	31,390
	CHILLER BUILDING	100 Knights Lane	St. Johns	FL	32259	1,891
	CONCESSION STAND/RESTROOM BUILDING	100 Knights Lane	St. Johns	FL	32259	2,344
	CONCESSION STAND/RESTROOM BUILDING	100 Knights Lane	St. Johns	FL	32259	2,344
	PRESSBOX - BASEBALL	100 Knights Lane	St. Johns	FL	32259	108
	PRESSBOX - SOFTBALL	100 Knights Lane	St. Johns	FL	32259	108
	STORAGE SHED - FOOTBALL FIELD	100 Knights Lane	St. Johns	FL	32259	288
	STORAGE SHED - FOOTBALL FIELD	100 Knights Lane	St. Johns	FL	32259	288
	STORAGE SHED - FOOTBALL FIELD	100 Knights Lane	St. Johns	FL	32259	288
PONTE VEDRA HIGH	BUILDING 1 (WING 100-200-700)	460 Davis Park Road	Ponte Vedra	FL	32081	52,233
	BUILDING 2 (WING 300-400-800)	460 Davis Park Road	Ponte Vedra	FL	32081	102,955
	BUILDING 3 (WING 500-600)	460 Davis Park Road	Ponte Vedra	FL	32081	84,871
	CONCESSION STAND - FOOTBALL	460 Davis Park Road	Ponte Vedra	FL	32081	3,144
	ELECTRICAL - STORAGE	460 Davis Park Road	Ponte Vedra	FL	32081	480
	CONCESSION STAND - BASEBALL	460 Davis Park Road	Ponte Vedra	FL	32081	840
	PRESSBOX - BASEBALL	460 Davis Park Road	Ponte Vedra	FL	32081	442
	PRESSBOX - SOFTBALL	460 Davis Park Road	Ponte Vedra	FL	32081	442
LIBERTY PINES ACADEMY	MAIN BUILDING - LIBERTY PINES	10901 Russel Sampson Road	St. Johns	FL	32259	160,278
	PE OFFICE/STORAGE BUILDING	10901 Russel Sampson Road	St. Johns	FL	32259	600
FULLERWOOD CENTER	MAIN BUILDING - FULLERWOOD CENTER	10 Hildreth Drive	St. Augustine	FL	32084	23,590
	STORAGE BUILDING	10 Hildreth Drive	St. Augustine	FL	32084	360
	OFFICE BUILDING	10 Hildreth Drive	St. Augustine	FL	32084	570
PURCHASING WAREHOUSE	OFFICE/WAREHOUSE	2980 Collins Avenue	St. Augustine	FL	32095	5,366
MENENDEZ MEDICAL CLINIC	CLINIC	580 State Road 206 West	St. Augustine	FL	32086	2,016
NEASE MEDICAL CLINIC	CLINIC	10430 Ray Road	Ponte Vedra	FL	32081	2,016
PALENCIA	BUILDING 1	3554 Palencia Village Drive	St. Augustine	FL	32095	106,601
	BUILDING 2	3554 Palencia Village Drive	St. Augustine	FL	32095	1,640
	BUILDING 3	3554 Palencia Village Drive	St. Augustine	FL	32095	3,626
NEASE BUS GARAGE		10550 Ray Road	Ponte Vedra	FL	32081	N/A
PATRIOT OAKS		475 Longleaf Pine Parkway	St. Johns	FL	32259	157,062
VALLEY RIDGE		105 Greenleaf Drive	Ponte Vedra	FL	32081	157,062

FACILITY	DESCRIPTION OF PROPERTY	ADDRESS	CITY	STATE	ZIP	EST. SQ. FEET
FIRST COAST TECHNICAL COLLEGE MAIN CAMPUS	BUILDING A	2980 Collins Avenue	St. Augustine	FL	32095	16,526
	BUILDING B	2980 Collins Avenue	St. Augustine	FL	32095	15,477
	BUILDING I	2980 Collins Avenue	St. Augustine	FL	32095	9,407
	BUILDING C	2980 Collins Avenue	St. Augustine	FL	32095	39,461
	BUILDING D	2980 Collins Avenue	St. Augustine	FL	32095	29,625
	BUILDING E	2980 Collins Avenue	St. Augustine	FL	32095	17,586
	BUILDING F	2980 Collins Avenue	St. Augustine	FL	32095	7,672
	RESTROOMS	2980 Collins Avenue	St. Augustine	FL	32095	660
	FCTC WAREHOUSE	2980 Collins Avenue	St. Augustine	FL	32095	5,990
	ELECTRICAL	2980 Collins Avenue	St. Augustine	FL	32095	392
	ELECTRICAL	2980 Collins Avenue	St. Augustine	FL	32095	392
	UTILITY	2980 Collins Avenue	St. Augustine	FL	32095	392
	UTILITY	2980 Collins Avenue	St. Augustine	FL	32095	192
	UTILITY	2980 Collins Avenue	St. Augustine	FL	32095	338
	STORAGE	2980 Collins Avenue	St. Augustine	FL	32095	192
	BUILDING H	2980 Collins Avenue	St. Augustine	FL	32095	24,857
	BUILDING G	2980 Collins Avenue	St. Augustine	FL	32095	11,438
BUILDING 1	2980 Collins Avenue	St. Augustine	FL	32095	3,954	
FIRST COAST TECHNICAL COLLEGE PUBLIC SAFETY CAMPUS	BUILDING 1	3640 Gaines Road	St. Augustine	FL	32084	3,622
	BUILDING 2	3640 Gaines Road	St. Augustine	FL	32084	809
	BUILDING 3	3640 Gaines Road	St. Augustine	FL	32084	809
	BUILDING 4	3640 Gaines Road	St. Augustine	FL	32084	1,845
	BUILDING 5	3640 Gaines Road	St. Augustine	FL	32084	156
	BUILDING 6	3640 Gaines Road	St. Augustine	FL	32084	3,072
	BUILDING 7	3640 Gaines Road	St. Augustine	FL	32084	29,135
	BUILDING 8	3640 Gaines Road	St. Augustine	FL	32084	2,322
FIRST COAST TECHNICAL COLLEGE HUSSON AVE PUTNAM COUNTY CAMPUS		1001 Husson Ave	Palatka	FL	32177	17,541
FIRST COAST TECHNICAL COLLEGE BARGE PORT PUTNAM COUNTY CAMPUS		102 Port Rd	Palatka	FL	32177	19,900

Bid #2017-07 Integrated Pest Management

Attachment D

ESTIMATED PORTABLE COUNT

SCHOOL	COUNT
CREEKSIDE HIGH	20
CROOKSHANK ELEMENTARY	10
CUNNINGHAM CREEK ELEMENTARY	25
FRUIT COVE MIDDLE	10
JULINGTON CREEK ELEMENTARY	8
LANDRUM MIDDLE	9
LIBERTY PINES ACADEMY	24
MENENDEZ HIGH	2
MILL CREEK ELEMENTARY	8
NEASE HIGH	29
OCEAN PALMS ELEMENTARY	14
OSCEOLA ELEMENTARY	6
PACETTI BAY	20
PATRIOT OAKS	17
PONTE VEDRA HIGH	2
PVPV ELEMENTARY	3
RB HUNT ELEMENTARY	6
SOUTHWOODS ELEMENTARY	6
ST AUGUSTINE HIGH	1
ST JOHNS TECH HIGH SCHOOL	8
SWITZERLAND POINT	6
TIMBERLIN CREEK ELEMENTARY	16
VALLEY RIDGE	27
WARDS CREEK ELEMENTARY	12
THE WEBSTER SCHOOL	1
ESTIMATED INSTALLATIONS FOR 2017-2018 SCHOOL YEAR	36
TOTAL	326



ST. JOHNS COUNTY SCHOOL DISTRICT

Sebastian Administrative Annex

Purchasing Department

3015 Lewis Speedway, Unit 5

St. Augustine, Florida 32084

Telephone (904) 547-8941 FAX (904) 547-8945

*Patrick Snodgrass, CPSM
Director of Purchasing*

January 20, 2017

TO ALL VENDORS:

The purpose of this letter is to serve as **ADDENDUM #1** Bid #2017-07 Integrated Pest Management.

The following is a list of questions that were asked along with the responses:

1. **Question:** Is prior pricing or bid tabulations available for this contract? Also is incumbent information available?

Answer: See the attached bid tabulation sheet for Bid #2014-10 Integrated Pest Management. The current awarded vendor is Florida Pest Control & Chemical Co.

2. **Question:** We're requesting the annual spending on your pest control contract for this past year about to end and re bid as well as the tabulation information from the last award. Can This be emailed to me please or can you tell me where to go to download it?

Answer: The approximate annual spend for July 2016 – January 2017 is \$16,666.44. There is no estimated annual spending on the rebid. Bid tabulation sheet for Bid #2014-10 Integrated Pest Management is attached.

3. **Question:** Can we have the pricing list from the last two bids?

Answer: See the attached bid tabulation sheet for Bid #2011-07 Integrated Pest Management and Bid #2014-10 Integrated Pest Management.

Thank you for your continued participation in the bid process.

Sincerely,

Patrick Snodgrass
Director of Purchasing

	ITEM LOCATION	Massey Services			Florida Pest Control & Chemical Co.			McCall Service, Inc.			Orem Enterprises LLC dba Pestmaster Services		
		FOOD SERVICE	SCHOOL AREA	TOTAL	FOOD SERVICE	SCHOOL AREA	TOTAL	FOOD SERVICE	SCHOOL AREA	TOTAL	FOOD SERVICE	SCHOOL AREA	TOTAL
Elementary	Crookshank	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Cunningham Creek	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Durbin Creek	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Hartley	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Hickory Creek	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Hunt	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Julington Creek	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Ketterlinus	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Mason	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Mill Creek	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Ocean Palms	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Osceola	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Palencia	\$42.50	\$21.50	\$64.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	PVPV	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Rawlings	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Southwoods	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Timberlin Creek	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Wards Creek	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
Webster	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25	
Middle & K-8	Fruit Cove	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Landrum	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Liberty Pines	\$34.00	\$21.50	\$55.50	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Murray	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Pacetti Bay	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Palencia	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Rogers	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Sebastian	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Switzerland Point	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$23.00	\$20.00	\$43.00	\$21.00	\$25.25	\$46.25
	Bartram Trail	\$42.50	\$68.00	\$110.50	\$26.00	\$37.00	\$63.00	\$50.00	\$55.00	\$105.00	\$42.00	\$68.00	\$110.00
High Schools	Creekside	\$42.50	\$68.00	\$110.50	\$26.00	\$36.00	\$62.00	\$50.00	\$55.00	\$105.00	\$42.00	\$68.00	\$110.00
	Nease	\$42.50	\$68.00	\$110.50	\$26.00	\$36.00	\$62.00	\$50.00	\$55.00	\$105.00	\$42.00	\$68.00	\$110.00
	Pedro Menendez	\$42.50	\$68.00	\$110.50	\$26.00	\$36.00	\$62.00	\$50.00	\$55.00	\$105.00	\$42.00	\$68.00	\$110.00
	Ponte Vedra	\$42.50	\$68.00	\$110.50	\$26.00	\$36.00	\$62.00	\$50.00	\$55.00	\$105.00	\$42.00	\$68.00	\$110.00
	St. Augustine	\$42.50	\$68.00	\$110.50	\$26.00	\$36.00	\$62.00	\$50.00	\$55.00	\$105.00	\$42.00	\$68.00	\$110.00
	St. Johns Technical	N/A	\$68.00	\$68.00	N/A	\$36.00	\$36.00	N/A	\$55.00	\$55.00	N/A	\$68.00	\$68.00
Ancillary Facilities	Administration	N/A	\$42.50	\$42.50	N/A	\$28.00	\$28.00	N/A	\$17.00	\$17.00	N/A	\$43.00	\$43.00
	Evelyn Hamblen Center	\$25.50	\$21.50	\$47.00	\$26.00	\$28.00	\$54.00	\$5.00	\$12.00	\$17.00	\$25.00	\$22.00	\$47.00
	Fullerwood	N/A	\$21.50	\$21.50	N/A	\$28.00	\$28.00	N/A	\$17.00	\$17.00	N/A	\$21.50	\$21.50
	Maintenance Warehouse	N/A	\$21.50	\$21.50	N/A	\$28.00	\$28.00	N/A	\$17.00	\$17.00	N/A	\$21.50	\$21.50
	Menendez Med.Clinic	N/A	\$21.50	\$21.50	N/A	\$28.00	\$28.00	N/A	\$17.00	\$17.00	N/A	\$22.00	\$22.00
	O'Connell Adm.&Med.	N/A	\$21.50	\$21.50	N/A	\$28.00	\$28.00	N/A	\$17.00	\$17.00	N/A	\$22.00	\$22.00
	Nease Medical Clinic	N/A	\$21.50	\$21.50	N/A	\$28.00	\$28.00	N/A	\$17.00	\$17.00	N/A	\$22.00	\$22.00
	Purch. Warehouse (J)	N/A	\$21.50	\$21.50	N/A	\$28.00	\$28.00	N/A	\$17.00	\$17.00	N/A	\$25.00	\$25.00
	Yates Ad. Complex	N/A	\$21.50	\$21.50	N/A	\$28.00	\$28.00	N/A	\$17.00	\$17.00	N/A	\$22.00	\$22.00
	Crooksh. Tr. Cent.	N/A	\$21.50	\$21.50	N/A	\$28.00	\$28.00	N/A	\$17.00	\$17.00	N/A	\$22.00	\$22.00
Trans	Nease Trans. Serv. Cen.	N/A	\$21.50	\$21.50	N/A	\$28.00	\$28.00	N/A	\$17.00	\$17.00	N/A	\$22.00	\$22.00
TOTAL MONTHLY RATE		\$ 1,020.00	\$ 1,335.50	\$ 2,355.50	\$ 910.00	\$ 1,345.00	\$ 2,255.00	\$ 949.00	\$ 1,127.00	\$ 2,076.00	\$ 865.00	\$ 1,448.00	\$ 2,313.00
Additional Service	Portable Classroom Building	\$ 1.00 Per portable classroom building per month			No Charge Per portable classroom building per month			\$ 0.01 Per portable classroom building per month			\$ 1.00 Per portable classroom building per month		
	Fire Ant Control	\$ 0.02 100 sq ft Minimum Spray Area Per Square Foot			\$ 0.02 100 sq ft Minimum Spray Area Per Square Foot			\$ 0.02 100 sq ft Minimum Spray Area Per Square Foot			\$ 0.025 100 sq ft Minimum Spray Area Per Square Foot		
	Future Schools./Fac.	\$ 0.02 Per Sq. Ft.			\$ 0.00049 Per Sq. Ft.			\$ 0.02 Per Sq. Ft.			\$ 0.03 Per Sq. Ft.		
	Food Area:	\$ 0.02 Per Sq. Ft.			\$ 0.00049 Per Sq. Ft.			\$ 0.02 Per Sq. Ft.			\$ 0.03 Per Sq. Ft.		
	Main Buildings:	\$ 0.02 Per Sq. Ft.			\$ 0.00049 Per Sq. Ft.			\$ 0.02 Per Sq. Ft.			\$ 0.02 Per Sq. Ft.		
	Projected Portables 2014-2015	198	\$ 1.00	\$ 198.00	198	\$ -	\$ -	198	\$ 0.01	\$ 1.98	198	\$ 1.00	\$ 198.00
	Projected Patriot Oaks Opening 2014-2015 SY	\$ 225.20	\$ 2,916.04	\$ 3,141.24	\$ 5.52	\$ 71.44	\$ 76.96	\$ 225.20	\$ 2,916.04	\$ 3,141.24	\$ 337.80	\$ 2,916.04	\$ 3,253.84
	Projected Valley Ridge Opening 2014-2015 SY	\$ 225.20	\$ 2,916.04	\$ 3,141.24	\$ 5.52	\$ 71.44	\$ 76.96	\$ 225.20	\$ 2,916.04	\$ 3,141.24	\$ 337.80	\$ 2,916.04	\$ 3,253.84
	TOTAL MONTHLY RATE	\$ 8,835.98			\$ 2,408.92			\$ 8,360.46			\$ 9,018.68		
	Future Schools./Fac.	Cost per Sq/Ft	Patriot Oaks	Valley Ridge	Cost per Sq/Ft	Patriot Oaks	Valley Ridge	Cost per Sq/Ft	Patriot Oaks	Valley Ridge	Cost per Sq/Ft	Patriot Oaks	Valley Ridge
Food Area:	\$ 0.02	11,260	11,260	\$ 0.00049	11,260	11,260	\$ 0.02	11,260	11,260	\$ 0.03	11,260	11,260	
Main Buildings:	\$ 0.02	145,802	145,802	\$ 0.00049	145,802	145,802	\$ 0.02	145,802	145,802	\$ 0.02	145,802	145,802	

