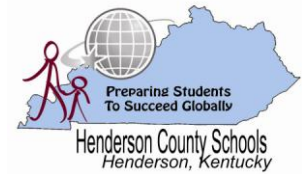


Henderson County Schools

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TO: Dr. Thomas Richey, Superintendent
And School Board Members

FROM: Walt Spencer, CPA
Assistant Superintendent of Finance

DATE: November 21, 2011

SUBJ: Bid Recommendations

The following four items (Gasoline & Diesel Fuel, Surplus School Buses, Office & Bookstore Supplies & Pole Vault Equipment) were bid since the October Board Meeting. There were also Bid Renewal Requests mailed for an additional 4 Items (Refuse Pickup, Art Supplies, Paper Towels & Building Supplies).

SURPLUS BUSES #26-11-11-10

Bids were received from two of the seven solicited vendors, Gospel Light Baptist Church and Hutchison Salvage. Gospel Light Baptist Church had the higher purchase amount for the buses. We are recommending that all buses, with the exception of Bus # 137 which was sold at the surplus auction, be sold to Gospel Light Baptist Church.

GASOLINE & DIESEL FUEL #27-11-11-10

Bids were received from five of the six solicited vendors. The lowest bid came from Key Oil Company out of Russellville for Diesel Fuel "Low Sulfur" and E10 with 87 octane. Home Oil and Gas submitted the lowest bid for Unleaded 87 Octane and the second lowest bid on Diesel & E10 with 87 octane. Key Oil stated that they will provide a temporary tank in case of emergency at the Bus Garage. This will include a high volume pump, double wall tank and be delivered within 24 hours of the event. The 24 hour turnaround time could create a major problem if the temporary tank was not received before the 24th hour. The savings between Key Oil and Home Oil and Gas are very small and do not outweigh the limited availability of alternative fueling options in case of emergency events. For this reason we recommend that we maintain this bid award with the local vendor. They have proven they can meet our requirements during an emergency event.

POLE VAULT EQUIPMEN 28-11-11-11

Bids were sent to four vendors regarding Pole Vault Equipment. We received two responses: Spectrum Athletics and High Performance Training. High Performance Training had the lowest bid and it is our recommendation that the Pole Vault Equipment be purchased from them.

OFFICE & BOOKSTORE SUPPLIES 29-11-11-11

Bids were received from four\out of the five solicited vendors for Office & Bookstore Supplies. We are recommending awarding the bid to all who responded to allow the buyer to have the best option for both price and availability.

RENEWAL REQUESTS WERE MAILED 10/21/2011 FOR THE FOLLOWING ITEMS:

ART SUPPLIES 21-09-5-10

The Art Supplies Bid has 9 approved vendors in which all were mailed a renewal request. All 9 accepted this request. We had no issues or concern with any of the current approved vendors. We are recommending the renewal of this bid.

BUILDING SUPPLIES 26-10-5-10

Currently we have three approved vendors to purchase building supplies in which renewal letters were mailed to each one. All of the vendors accepted the renewal requests. There were no complaints with their products or service. We are recommending the renewal of this bid.

PAPER TOWELS 28-09-5-11

The Paper Towel contract is currently with Armark. There have been no complaints with the products or service from this company. We are recommending the renewal of the Paper Towels bid to Armark.

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