

HENDERSON COUNTY SCHOOLS

1805 Second Street, Henderson, Kentucky 42420
(270) 831-5000 | Fax: (270) 831-5009
www.henderson.kyschools.us
Dr. Bob Lawson, Superintendent



To: Bob Lawson, Superintendent
And School Board Members

From: Cindy Cloutier
Director of Finance

Date: April 17, 2023

Re: Bid Recommendations

Bid Recommendations:

Kitchen Equipment RFP CN-1-23-4

Bid invitations were sent to five vendors. We received bids from C&T Design and Equipment and Hubert Company. We recommend that you award the bid to C&T Design and Equipment as indicated on the attached tabulation sheet.

Bid Renewal Recommendations:

Auditing Services 22

The current contract for Audit 22 is due to expire on June 30, 2023. Alexander Thompson Arnold, PLLC was originally awarded the bid in 2022. A request for renewal of this contract was sent and we have received a signed copy from the company in agreement to continue under the same terms and conditions of the contract. We are recommending you award this company the contract auditing services.

Courier Service Bid # 6-21-5-5

Silver Creek Transportation has the contract for Courier Service. The contract expires on June 30, 2023. We are recommending you renew the contract with Silver Creek Transportation for another year.

Drug Screening/Medical Service # 3-21-5-4

The current contract for Drug Screening/Medical Services is due to expire on July 1, 2023. A request for renewal of this contract was sent to the current companies. We have received a signed copy from both companies in agreement to continue under the same terms and conditions. We are recommending you renew the contract for another year with Deaconess Comp Care and Involvement Inc.

Fleet Insurance Bid # 6-20-5-5, Liability Insurance Bid # 8-20-5-5, and Property Insurance Bid # 7-20-5-5

EM Ford Insurance Services has returned a letter of agreement to renew all three of these insurance policies for another year. The contract was originally bid in 2020. We recommend the contract be renewed this year for all three policies.

Library Books and Supplies Bid # 3-21-5-5

The contract for Library Books and Supplies is due to expire May 31, 2023. Renewal letters were sent to all seventeen of the vendors that renewed last May. We received letters back from every vendor. We recommend you renew the contract with all seventeen vendors responding with their agreement.

Pest Control Services Bid # 6-21-5-5

Terminix Pest Control Services has agreed to renew for another year with Henderson County Schools. Their contract expires July 1, 2023. We recommend renewing the contract with Terminix Pest Control Services for another year.

Student Accident Insurance 2023 - 2024

Attached is a written determination.

Henderson County Schools
RFP Kitchen Equipment
CN-1-23-4

		Central Restaurant	CRS One Source	C & T Design and Equipment	HPS	Hubert Company
School	Bend Gate	No Bid	No Bid		No Bid	
Equipment Purchase	Dishwasher/Booster Heater					
Removal of Equipment	Yes			✓		✓
Equipment Price				\$50,664.00		\$48,923.41
Equipment Installation Price				\$10,926.00		* \$7,315.00
Equipment Warranty				18 mo. parts & labor		1 yr. parts & labor
Confirm dimensions and Specs.				Yes		See attached
School	Cairo Elementary					
Equipment Purchase	Dish Washer/Booster					
Removal of Equipment	Yes			✓		✓
Equipment Price				\$50,619.00		\$48,923.41
Equipment Installation Price				\$10,926.00		* \$7,315.00
Equipment Warranty				18 mo. parts & labor		1 yr. parts & labor
Confirm dimensions and Specs.				Yes		See attached
School	Cairo Elementary					
Equipment Purchase	Convection Oven					
Removal of Equipment	No			✓		NO BID
Equipment Price				\$11,723.00		
Equipment Installation Price				\$500.00		
Equipment Warranty				2 yr. parts & labor		
Confirm dimensions and Specs.				Yes		
School	Cairo Elementary					
Equipment Purchase	Walk-in Freezer/Cooler					
Removal of Equipment	Yes			✓		
Equipment Price				\$47,395.00		NO BID
Equipment Installation Price				\$25,850.00		
Equipment Warranty				2 yr. parts & labor		
Confirm dimensions and Specs.				Yes		
School	Central Learning					
Equipment Purchase	Electric Combi Oven					
Removal of Equipment	No			✓		NO BID
Equipment Price				\$20,274.00		
Equipment Installation Price				\$1,200.00		
Equipment Warranty				4 yr parts/3 yr labor		
Confirm dimensions and Specs.				Yes		
School	East Heights					
Equipment Purchase	Dish Washer/Booster					
Removal of Equipment	Yes			✓		✓
Equipment Price				\$51,291.00		\$48,923.41
Equipment Installation Price				\$10,926.00		* \$7,315.00
Equipment Warranty				18 mo. parts & labor		1 yr. parts & labor
Confirm dimensions and Specs.				Yes		See attached
School	Hend. Co. High					
Equipment Purchase	Dishwasher/Booster Heater					
Removal of Equipment	Yes			✓		✓
Equipment Price				\$69,027.00		\$63,637.22
Equipment Installation Price				\$12,286.00		* \$8,530.00
Equipment Warranty				18 mo. parts & labor		1 yr. parts & labor
Confirm dimensions and Specs.				Yes		See attached
School	Hend. Co. High					
Equipment Purchase	Combi Oven					
Removal of Equipment	No			✓		NO BID
Equipment Price				\$21,647.00		
Equipment Installation Price				\$1,200.00		
Equipment Warranty				4 yr parts/3 yr labor		
Confirm dimensions and Specs.				Yes		
School	Niagara					
Equipment Purchase	Dish Washer/Booster					
Removal of Equipment	Yes			✓		✓
Equipment Price				\$50,619.00		\$48,923.41
Equipment Installation Price				\$10,926.00		* \$7,315.00
Equipment Warranty				18 mo. parts & labor		1 yr. parts & labor
Confirm dimensions and Specs.				Yes		See attached
School	North Middle					
Equipment Purchase	Combi Oven					
Removal of Equipment	No			✓		NO BID
Equipment Price				\$21,647.00		
Equipment Installation Price				\$1,200.00		
Equipment Warranty				4 yr parts/3 yr labor		
Confirm dimensions and Specs.				Yes		
School	South Heights					
Equipment Purchase	Walk-in Freezer/Cooler					
Removal of Equipment	Yes			✓		
Equipment Price				\$45,904.00		NO BID
Equipment Installation Price				\$24,975.00		
Equipment Warranty				2 yr. parts & labor		
Confirm dimensions and Specs.				Yes		
School	South Heights					
Equipment Purchase	Combi Oven					
Removal of Equipment	No			✓		NO BID
Equipment Price				\$21,647.00		
Equipment Installation Price				\$1,200.00		
Equipment Warranty				4 yr parts/3 yr labor		
Confirm dimensions and Specs.				Yes		
School	South Middle					
Equipment Purchase	Combi Oven					
Removal of Equipment	No			✓		

Equipment Price				\$21,647.00		NO BID
Equipment Installation Price				\$1,200.00		
Equipment Warranty				4 yr parts/3 yr labor		
Confirm demensions and Specs.				Yes		
						* Does not include duct work
Contact		Troy Carlier	Kim Clark	Jon King	Nikol Newton	John Hamel
Address						
Phone			270-684-1657	812-421-0873	800-632-4572	800-543-7374 ext. 8903
Email		troyc@centralrestaurant.com	kimclark@crsresource.com	jking@c-tdesign.com	nnewton@hpsnet.com	jhamel@hubert.com

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SCHOOLS

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Dr. Bob Lawson, Superintendent

March 29, 2023

To Dr. Bob Lawson and Board members,

I am providing a written determination that competitive bidding is not feasible regarding student accident insurance. We will renew with Roberts Insurance & Investments, instead of conducting a formal bid process. This determination was made after obtaining three (3) written quotes from suppliers. Roberts Insurance & Investments provides the lowest bid price, along with the same benefits as the other suppliers. We will renew with them based on the fact that they have agreed to the same terms and conditions as last year and continue to offer the lowest prices.

This determination follows Model Procurement policy 04.32 AP.1, which states that a determination may be made by the finance officer/purchasing officer for purchases over \$2500 as long as at least one condition is met regarding purchases that may be made by means other than competitive sealed bids. The condition that is met is that the renewal is a contract for accident insurance.

Sincerely,


Cindy Cloutier