COUNTY DEPARTMENT AGENDA REQUEST

Department:	Purchasing	Presenter(s):	Tim Jones
Meeting Date:	Wednesday, January 6, 2010	Type of Request:	Consent

Wording for the Agenda:

Approval of staff's recommendation to award the County's annual Bid #723 Janitorial Services for paper supplies to various vendors.

Background/History/Details:

This was a bid for an annual agreement. These prices will be held firm for twelve (12) months with all the recommended companies.

Bid #723, Janitorial Supplies - Paper Items, is for items that are used by Fayette County Building & Ground Maintenance, Water System, Fire & EMS and Animal Control.

What action are you seeking from the Board of Commissioners?

Approval of Staff's recommendation to award Bid #723 Janitorial Supplies - Paper Items, for the acquisition of janitorial supplies paper items from six (6) approved bidders.

If this item requires funding, please describe:

Items will be requisitioned from Building & Ground Maintenance, Water System, Fire & EMS and Animal Control as needed.

Has this issue come before the Commissioners in the past?	No	If so, when?	
Do you need audio-visual for the presentation?	No	Back-up Material Submitted?	Yes

STAFF USE ONLY

Approved by Finance	Yes	Reviewed by Legal	
Approved by Purchasing	Yes	Approved by County Clerk	Yes
Administrator's Approval	Yes		

Staff Notes:

Fayette County
GEORGIA

Where Quality Is A Lifestyle

To: Jack Krakeel

From: Tim Jones TJ

Date: December 18, 2009

Subject: Bid #723, Janitorial Supplies – Paper Items

Sealed bids were requested for the subject item. A bid tally sheet is attached for your review.

In Tony Parrott's, Greg Ownby's, Fred Sisson's and JoAnna Huddleston's attached recommendations, the lowest bidder that meets the specifications for each item is recommended. I concur with Tony's, Greg's, Fred and JoAnna's recommendation.

Six different companies are being recommended for award. Those companies are Amsan, Specialty Products Co., Battle & Battle Distributors Inc., Atlantic Tape and Packaging, Dade Paper Co., and All Clean Janitor & Paper Supply L.L.C.

There are 20 line items on this bid, and since the items are ordered as needed, it is impossible to determine the exact quantity of every item that will be needed during the year. Therefore, a total dollar amount for each company can not be predetermined.

If this recommendation meets your approval, please place this item on the next available consent agenda. If any additional information is needed, please let me know.

Attachments

Fayette County
GEORGIA

Where Quality Is A Lifestyle

TO: Tim Jones

FROM: Tony Parrott TVP

DATE: December 2, 2009

RE: Bid #723 recommendation

I recommend the low bidder for Bid #723 on all Water System items on the upcoming Janitorial Supply—Paper items bid.

Cc: Lisa Quick

Fayette County
GEORGIA

Where Quality Is A Lifestyle

To: Tim Jones

From: Greg Ownby

Date: December 8, 2009

Subject: Bid #723, Janitorial Supplies Paper Items

I recommend the low bidders for Bid #723, on all Building & Ground Maintenance items.

cc: Trina C. Barwicks

Trina Barwicks

From: Fred Sisson
Sent: Thursday, December 17, 2009 10:20 AM
To: Trina Barwicks
Subject: Bid # 723, Bid #724,Bid#725

After careful consideration of Bid # 723 items 13 through 14, Bid # 724 items 9 through 12 and Bid #725 items 39 through 49 I accept these items from the lowest bidders.

Fred Sisson
Director
Fayette County Animal Control
P:(770) 631-7210
F:(770) 631-0328
fsisson@fayettecountyga.gov
Shelter Website

Trina Barwicks

From: Joanna Huddleston
Sent: Thursday, December 17, 2009 3:10 PM
To: Tim Jones
Cc: Trina Barwicks; Jimmy Hall; Tom Bartlett
Subject: Bid No. 723

Capt. Hall and I have reviewed the bid for Paper items for the Department of Fire and Emergency Services. Our items are included and acceptable.