

# Sachem Central School District

Purchasing Department  
Administrative Offices  
51 School Street  
Lake Ronkonkoma, NY 11779

Catherine Nocco, CPPB  
School Purchasing Agent  
[cnocco@sachem.edu](mailto:cnocco@sachem.edu)  
631-471-1330

## VENDOR BID AWARD NOTIFICATION

**TO:** Ocean Janitorial  
**FROM:** Catherine Nocco, CPPB, School Purchasing Agent  
**BID # & TITLE:** B 20-520 Floor Machine Repair  
**DATE OF OPENING:** July 2, 2020  
**CONTRACT PERIOD:** Upon approval through June 30, 2021 with the option to renew for up to two (2) additional one-year periods upon approval by the Board of Education for each renewal term. - Year 1 of 3

The above-referenced bid has been awarded by the Board of Education on July 22, 2020 to the following bidder(s):

Ocean Janitorial  
2775 Sunrise Hwy  
Islip Terrace, NY 11752  
Phone: 631-58-4276  
Fax: 631-581-4286  
Email: [chrisportera@oceanjanitorial.com](mailto:chrisportera@oceanjanitorial.com)

This award has been granted based on the bid response received from your firm. All terms and conditions of the District's Invitation to Bid and General Terms and Conditions are incorporated into this award by reference. If you need another copy of this information, please contact the Purchasing Office and it will be provided to you.

This memorandum serves as notification of award only. A printed, signed purchase order will be forthcoming. As per the Terms and Conditions of this bid:

- A copy of the required Certificate of Insurance must be provided *prior* to the commencement of delivery and/or work. Upon receipt of this award notification, please mail required insurance certificate to: Sachem Central School District, Administrative Offices, Attn: Business Office, 51 School Street, Lake Ronkonkoma, NY 11779.
- No items should be shipped or services rendered until you are in receipt of a written, signed purchase order. Verbal orders should not be accepted. If you are in receipt of a blanket purchase order, no items should be shipped or services rendered until you have verified that there is adequate funding to cover the cost of requested items/services. Purchases made by individuals in the name of the District without an authorized purchase order or without adequate funding available on a purchase order will not be the responsibility of the District.
- Orders may only be filled for items on the attached award documentation. The District will not be responsible for payment on orders filled for items not included in the award.

Thank you for your cooperation. We look forward to doing business with you during the 2020/21 school year.

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631-471-1330

## CONTRACT RENEWAL AGREEMENT

**TO:** Ocean Janitorial  
2775 Sunrise Hwy  
Islip Terrace, NY 11752

**FROM:** Catherine Nocco, School Purchasing Agent

**DATE:** December 18, 2020

**BID #:** B 20-520 Floor Machine Repair


**CURRENT CONTRACT PERIOD:** July 1, 2020 through June 30, 2021

Vendor will be responsible for supplying items on this bid at the price quoted at any time during the entire contract period. The District shall have the right to renew the term of this agreement for up to two (2) additional one-year periods upon approval by the Board of Education for each renewal term. Contractor will be responsible for supplying all items/services on this bid at the prices quoted at any time during the entire contract period.

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Sachem Central School District is interested in renewing our agreement with you for the above-referenced bid. This renewal will not change the terms and conditions within the most current agreement, as attached. The current contract period will end on June 30, 2021. The renewal term will be July 1, 2021 through June 30, 2022, which is year two (2) of the three (3) year contract. This contract renewal will be authorized by the Board of Education at a future meeting and an award notification will be sent to you upon Board approval.

The signature below will confirm agreement with the renewal to be presented to the Sachem Central School District Board of Education. All terms and conditions of the current contract will remain in effect and pricing for the renewal period will be as stated in the original bid document.

  
\_\_\_\_\_  
Official Vendor Signature

Chris Keenan  
\_\_\_\_\_  
Print Name

Service Manager  
\_\_\_\_\_  
Title

12/18/2020  
\_\_\_\_\_  
Date

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Lake Ronkonkoma, NY 11779

Catherine Nocco, CPPB  
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631-471-1330

## CONTRACT RENEWAL AGREEMENT

TO: Ocean Janitorial  
2775 Sunrise Hwy  
Islip Terrace, NY 11752

FROM: Catherine Nocco, School Purchasing Agent

DATE: January 10, 2022

BID #: B 20-520 Floor Machine Repair

CURRENT CONTRACT PERIOD: July 1, 2021 through June 30, 2022 with the option to renew for one (1) additional one-year period(s) upon approval by the Board of Education for each renewal term. The new term will be July 1, 2022 through June 30, 2023 (FINAL YEAR). Vendor will be responsible for supplying all items on this bid at the price quoted at any time during the entire contract period.

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Sachem Central School District is interested in renewing our agreement with you for the above-referenced bid. This renewal will not change the terms and conditions within the most current agreement, as attached. The current contract period will end on June 30, 2022. The renewal term will be July 1, 2022 through June 30, 2023. This contract renewal will be authorized by the Board of Education at a future meeting and an award notification will be sent to you upon Board approval.

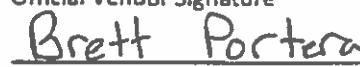
The signature below will confirm agreement with the renewal to be presented to the Sachem Central School District Board of Education. All terms and conditions of the current contract will remain in effect and pricing for the renewal period will be as stated in the original bid document.

Please return this signed agreement via e-mail to [nmerkle@sachem.edu](mailto:nmerkle@sachem.edu) or mail to:

Sachem CSD – Administrative Annex  
Purchasing Department  
51 School Street  
Lake Ronkonkoma, NY 11779

  
\_\_\_\_\_  
Official Vendor Signature

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Print Name

  
\_\_\_\_\_  
Title

# Sachem Central School District

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[cnocco@sachem.edu](mailto:cnocco@sachem.edu)  
631-471-1330

## VENDOR BID AWARD NOTIFICATION

TO: Ocean Janitorial

FROM: Catherine Nocco, CPPB, School Purchasing Agent

BID # & TITLE: B 20-520 Floor Machine Repair

DATE OF OPENING: July 2, 2020

CONTRACT PERIOD: July 1, 2022 through June 30, 2023. (FINAL YEAR)

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The above-referenced bid has been awarded by the Board of Education on February 16, 2022 to the following bidder(s):

Ocean Janitorial  
2775 Sunrise Hwy  
Islip Terrace, NY 11752  
Phone: 631-58-4276  
Fax: 631-581-4286  
Email: [chrisportera@oceanjanitorial.com](mailto:chrisportera@oceanjanitorial.com)

This award has been granted based on the bid response received from your firm. All terms and conditions of the District's Invitation to Bid and General Terms and Conditions are incorporated into this award by reference. If you need another copy of this information, please contact the Purchasing Office and it will be provided to you.

This memorandum serves as notification of award only. A printed, signed purchase order will be forthcoming. As per the Terms and Conditions of this bid:

- A copy of the required Certificate of Insurance must be provided *prior* to the commencement of delivery and/or work. Upon receipt of this award notification, please mail required insurance certificate to: Sachem Central School District, Administrative Offices, Attn: Business Office, 51 School Street, Lake Ronkonkoma, NY 11779.
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Thank you for your cooperation. We look forward to doing business with you during the 2022/23 school year.

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**ADDITIONAL SPECIFICATION NOTES:**

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*Prices must remain firm from April 1, 2021  
until March 31, 2022.*

## SACHEM CENTRAL SCHOOL DISTRICT

### (IV) Non-Assignment

a. The successful bidder will give its personal attention to the faithful performance of this Contract. It will not assign, transfer, convey, sublet, use brokers, engage subcontractors, hire others to perform all or part of this Contract, or otherwise dispose of this Contract or any part hereof without prior written consent of the District.

b. In accordance with New York State General Municipal Law 109, at no time during the duration of the Contract, shall the Successful bidder be allowed to assign any portion of this Contract to a third party without prior written consent of the District.

### (V) Extension of Contract to Political Subdivisions -

The Sachem Central School District reserves the right to allow all municipal, not-for-profit and political subdivisions authorized under the General Municipal Laws of the State of New York, to purchase any goods and/or services awarded as a result of this bid in accordance with the latest amendments to NYS GML 100 through 104. However, it is understood that the extension of such contracts are at the discretion of the vendor and the vendor is only bound to any contract between the Sachem Central School District and the vendor. In the event this contract is utilized by other municipalities, purchase orders and payments shall be the responsibility of such municipalities. The municipality must also obtain their own PRC number in the event the contract is subject to Prevailing Wage regulations.

Additionally, the School District reserves the right to purchase any goods or services included as a part of this bid from any means legally available to it at any time.

SACHEM CENTRAL SCHOOL DISTRICT

BID PROPOSAL FORM

Bid # & Title: B 20-520 Floor Machine Repair  
 Date Of Opening: July 2, 2020  
 Time: 9:00 am

LINE #	DESCRIPTION	HOURLY RATE / PERCENTAGE DISCOUNT
1	Regular Hourly Rate per worker for repairs (per man hour)	24.95 on-site 34.95 in-house/hr.
2	Parts Discount - parts purchased in connection with repair. Copy of price sheet to be used for calculation of cost for this contract MUST be provided upon request.	15 %
3	Parts Discount - parts only - no repair services. Copy of price sheet to be used for calculation of cost for this contract MUST be provided upon request.	15 %
4	Loaner Machine rental fee -- flat daily rate	No loaners available
5	Pick-up/delivery charge -- round trip flat rate	No charge

Company Name: Ocean Janitorial Supply, Inc  
 Authorized Signature: Chris Portern  
 Print Name: Chris Portern  
 Title: Vice President

Vendor Name: \_\_\_\_\_  
 B 20-520 Floor Machine Repair  
 Date Of Opening: July 2, 2020