

Sachem Central School District

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

Catherine Nocco, CPPB
School Purchasing Agent
cnocco@sachem.edu
631-471-1330

VENDOR BID AWARD NOTIFICATION

TO: Kyle Portera, Sales Manager, Ocean Janitorial Supply Inc.

FROM: Catherine Nocco, CPPB, School Purchasing Agent

BID # & TITLE: B 24-520 Floor Machine Repair

DATE OF OPENING: March 19, 2024

CONTRACT PERIOD: July 1, 2024 through June 30, 2025 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.

The above-referenced bid has been awarded by the Board of Education on April 3, 2024 to the following bidder(s):

VENDORS RECOMMENDED FOR AWARD AND SPECIFIC CONDITIONS

OCEAN JANITORIAL SUPPLY INC.
2775 Sunrise Hwy
Islip Terrace, NY 11752
Phone: 631-581-4276
Representative: Kyle Portera, Sales Manager
Rep. Email: kyle@oceanjanitorial.com
PO Email: po@oceanjanitorial.com

This award has been granted based on the bid response received from your firm. All terms and conditions of the District's Bid Proposal 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 2024/25 school year.

