

**RFP # SDOC-09-P-114-LC**  
**BEVERAGE; EXCLUSIVE CONTRACT**

July 22, 2009

**ADDENDUM NO.: 1**  
**(To be attached and become a part of the RFP)**

To be opened, August 5, 2009 at **2:00 P.M.**, in the School District of Osceola County, Purchasing Office, 817 Bill Beck Boulevard, Kissimmee, Florida 34744.

**Replace Index, Page 4**, with attached Revised Index.

**Replace Attachment "H" Contract**, with attached Revised Contract Attached "H".

**Add Exhibit "A" to Contract:**

**Replace Attachment "J" Commission/Pricing Schedule**, with attached Revised Commission/Pricing Schedule Attachment "J".

**Page 28, 3.44, Paragraph E Reads as:**

- E. Compliance with the Jessica Lunsford Act. Recent changes to the Florida Statutes require that all persons or entities entering into contracts with the School Boards/School Districts/Charter Schools who may have personnel who will be on school grounds when students may be present, or who will have contact with students shall comply with the level 2 screening requirements of the Statute. The required level 2 screening includes fingerprinting that must be conducted by the District. Any individual who fails to meet the screening requirements shall not be allowed on school grounds. Failure to comply with the screening requirements will be considered a material default of this contrast/agreement.

**Change to read:**

- E. Compliance with the Jessica Lunsford Act. Recent changes to the Florida Statutes require that all persons or entities entering into contracts with the School Boards/School Districts/Charter Schools who may have personnel who will be on school grounds when students may be present, or who will have contact with students shall comply with the level 2 screening requirements of the Statute, **and the School District Standards**. The required level 2 screening includes fingerprinting that must be conducted by the District. Any individual who fails to meet the screening requirements shall not be allowed on school grounds. Failure to comply with the screening requirements will be considered a material default of this contrast/agreement.

***Questions submitted from vendors are addressed below:***

1. **Question:** How many scoreboards in the county are Pepsi?  
**Answer:** Three: two basketball and one football.
2. **Question:** How many scoreboards in the county are Coke?  
**Answer:** Three: one baseball, one football, and one softball.
3. **Question:** How many scoreboards in the county are other than Pepsi or Coke?  
**Answer:** Twenty-three.
4. **Question:** Except schools putting new scoreboards with construction money, how many scoreboards are expected for the county?  
**Answer:** This will be determined during contract negotiations.
5. **Question:** What is the total fountain volume for the county?

**Answer:** Not known.

6. **Question:** How many total fountain units are throughout the county in cafeterias?

**Answer:** Total twenty-five. Ten are District owned.

7. **Question:** How many total fountain units are throughout the county in concession stands?

**Answer:** Not known.

8. **Question:** How many fountain units in cafeterias/concession stands are expected per school?

**Answer:** Fifteen. The District will not be adding anymore, except for new schools.

9. **Question:** What is the total bottle and can volume for the county?

**Answer:** Unknown.

10. **Question:** Of the 32,120 meals per day served, how many are subsidized?

**Answer:** All.

11. **Question:** Does National School Lunch Program mean subsidized or non-subsidized lunch?

**Answer:** Subsidized.

12. **Question:** Can a 10 oz juice be used as part of the National School Lunch Program?

**Answer:** No.

13. **Question:** What is the total full service vending volume for the county?

**Answer:** Unknown.

14. **Question:** Will teacher's lounge be subject to ABA Regulations?

**Answers:** No.

15. **Question:** What is the total student count for your county broken down by elementary, middle and high school?

**Answer:** Elementary - 20,769; Middle - 10,097; High - 13,974.

16. **Question:** Can we turn in one bid including fountain and one without?

**Answer:** Yes.

17. **Question:** On what campuses are carbonated beverages allowed and where?

**Answer:** The District's plan is to eliminate all carbonated beverages on campus with the exception of teacher lounges and concession stands.

18. **Question:** What are the seven charter schools not included in this bid?

**Answer:** The Charter Schools are permitted to use the same contract, but will be responsible for their own schools.

1. Bellalago Academy
2. Canoe Creek Charter Academy School
3. Four Corners Charter Elementary School
4. Kissimmee Charter Academy School
5. Mavericks High School
6. New Dimensions High School
7. P.M. Wells Charter Academy School
8. UCP Child Development Center

19. **Question :** Please provide a list of schools and District facilities included in the exclusive rights granted in the RFP.

**Answer:** See Exhibit "A" of contract.

20. **Question:** Page 5, Section 2.0; please clarify the exclusive beverage rights. Will this be inclusive of the

cafeteria lunch lines?

**Answer:** It will be inclusive for the cafeteria; however Food Service plans on implementing vending machines for milk products.

21. **Question:** Page 6, Section 2.06C; May the District or principals sell advertisements on scoreboards that may contain competitor's products?

**Answer:** No.

22. **Question:** Page 8, Section 2.09C; The RFP notes cages. Are there vandalism issues? Do schools have security cameras? What schools currently have cages and how many?

**Answer:** Are there vandalism issues? No.

Do schools have security cameras? Yes.

What schools currently have cages and how many? There are very few cages. Total quantity is unknown.

23. **Question:** Page 8, Section 2.09D; Are the names and images of our products deemed acceptable to the District?

**Answer:** Current names and images are acceptable.

24. **Question:** Page 9, Section 2.14B; The successful vendor should expect protections too. There are events and acts outside of both the District and vendor's control.

**Answer:** Any additional language that the Respondent would like to add to the Draft Contract must be included in Tab 9; exceptions to Draft Contract.

25. **Question:** Page 11, Section 2.19B; what are these longstanding events?

**Answer:** "Education in the Park" and "Welcome Back" are two examples.

26. **Question:** Page 11, Section 2.20; Does the District own any of its scoreboards? If a vendor (beverage supplier) owns the boards, will they be removing the scoreboards or leaving them for the District's use? If the scoreboards remain with the District, what schools and boards might these be?

**Answer:** This will be determined during contract negotiations.

27. **Question:** Page 12, Section 2.23; Please clarify this sentence in its entirety especially "to be in certified funds only."

**Answer:** "Certified Funds" shall mean Company Check, Cashier's Check or Money Order.

28. **Question:** Page 12, Section 2.23B; Coca-Cola pays on cash collected less taxes, fees, and deposits. We do not pay on gross sales.

**Answer:** Any additional language that the Respondent would like to add to the Draft Contract must be included in Tab 9; exceptions to Draft Contract.

29. **Question:** Page 13, Section 2.24B; Coca-Cola does not provide complimentary equipment. We maintain ownership of our equipment and loan it only.

**Answer:** Any additional language that the Respondent would like to add to the Draft Contract must be included in Tab 9; exceptions to Draft Contract.

30. **Question:** Page 22, Section 3.23 & 3.24; Is there a cure period to rectify issues? Any unearned payments will be prorated.

**Answer:** Yes, see page 8, Section 2.10.

31. **Question:** Page 26, Section 3.38; The RFP claims exclusivity but states the Board may award one or more contracts. Please clarify.

**Answer:** Omit first sentence - *The School Board reserves the right to award one or more contracts to provide the required products and or services as deemed to be in the best interest of the School Board.*

**32. Question:** Please clarify the dates in paragraph 5.

**Answer:**

➤ **Page 26, Section 3.38 paragraph reads as:**

- Prior to commencing work the successful respondent will be required to sign a written contract incorporating the specifications and terms of the Request for Proposal and the response thereto (See Attachment "H"). Any contract awarded as a result of this RFP shall begin on or about July 7, 2009 and continue through July 6, 2012. A renewal period of one (1) two year term will be allowed upon mutual consent of the School Board and the awarded respondent. The renewal option shall be exercised only if all original contract terms, conditions, and prices remain the same.

➤ **Change to read :**

- Prior to commencing work the successful respondent will be required to sign a written contract incorporating the specifications and terms of the Request for Proposal and the response thereto (See Attachment "H").

**33. Question:** How will the District handle its current contracts that have not yet expired?

**Answer:** District staff will work with the School Board Attorney to cancel these contracts after an implementation plan has been developed with the successful respondent.

**34. Question:** Will the District still require postmix or will they moving to bottle/can products for a la carte food service?

**Answer:** The District will require Postmix.

**35. Question:** Coca-Cola Enterprises Inc. will need to know the quantity, type and location of the athletic scoreboards that would require replacement.

**Answer:** At the present time there are 18 scoreboards owned by High Schools. Coke owned: one baseball, one football, and one softball. Pepsi owned: two basketball and one football. During contract negotiations the exact number of replacements will be determined.

**36. Question:** We will need to know the quantity, type and location of coolers (and fountain equipment, if necessary) required for Food Service.

**Answer:** This will be addressed in Addendum #2.

**37. Question:** Coca-Cola will need to know the quantity of adult and student vending machines at each school.

**Answer:** This will be addressed after time of Bid Award.

**38. Question:** Do you have 2008-09 volume (by brand and package) for the following categories?

- a. Student vending
- b. Adult vending
- c. Food service/ cafeteria
- d. Athletics/ boosters
- e. Donations
- f. Other

**Answer:** Unknown.

**39. Question:** Will the District consider a 2-4 week extension of the due date?

**Answer:** No.

## Revised Index

<b>Request for Proposal Respondent Information</b>	<b>Page 1</b>
<b>General Conditions</b>	<b>Pages 1-3</b>
<b>Index</b>	<b>Page 4</b>
<b>Purpose &amp; Scope of Services</b>	<b>Page 5-15</b>
<b>Special Terms &amp; Conditions</b>	<b>Pages 15 - 32</b>
<b>Submittal Requirements</b>	<b>Pages 33 - 36</b>
<b>Project Milestones</b>	<b>Pages 37 - 38</b>
<b>Proposal Response Form</b>	<b>Pages 39</b>
<b>Attachment “A” Drug Free Certification</b>	<b>Page 40</b>
<b>Attachment “B” Debarment Certification</b>	<b>Pages 41 - 42</b>
<b>Attachment “C” Conflict of Interest</b>	<b>Page 43</b>
<b>Attachment “D” Public Entity Crime</b>	<b>Page 44</b>
<b>Attachment “E” Non-Disclosure Agreement</b>	<b>Pages 45 - 49</b>
<b>Exhibit “A” Description of Confidential Materials</b>	<b>Page 50</b>
<b>Attachment “F” Hold Harmless Agreement</b>	<b>Page 51</b>
<b>Attachment “G” Statement of No Bid</b>	<b>Page 52</b>
<b>Attachment “H” Sample/Draft Contract - <i>Revised</i></b>	<b>Pages 53 – 59</b>
<b><i>Exhibit “A” School/District list</i></b>	<b><i>Addendum 1</i></b>
<b><i>Exhibit “B” Respondent’s Proposal and Amendments</i></b>	<b><i>Addendum 1</i></b>
<b>Attachment “I” National School Beverage Guidelines</b>	<b>Page 60</b>
<b>Attachment “J” Commission/Pricing Schedule - <i>Revised</i></b>	<b>Page 61</b>



**Attachment "H"**

**AGREEMENT**

**THIS AGREEMENT** is made and entered into as of this \_\_\_\_ day of \_\_\_\_\_, 2009, by and between

**THE SCHOOL BOARD OF OSCEOLA COUNTY, FLORIDA**

(hereinafter referred to as "School Board"), a body corporate and political subdivision of the State of Florida, whose principal place of business is 817 Bill Beck Boulevard, Kissimmee, FL 34744

and

\_\_\_\_\_ [name of vending machine operator] (the "Operator").

**Recitals**

**WHEREAS**, the Operator is a \_\_\_\_\_ [sole proprietorship or partnership or corporation] with a principal office and place of business at \_\_\_\_\_ [address], City of \_\_\_\_\_, State of \_\_\_\_\_, and is engaged in the business of supplying beverages and installing and operating automatic vending machines and other equipment for the purpose of selling beverages to the public.

**WHEREAS**, the School Board operates school campuses and other facilities located throughout Osceola County, Florida.

**WHEREAS**, the Operator desires to install vending machines and other equipment for the purpose of selling and dispensing beverages, and the School Board desires to grant to the Operator an exclusive license for this purpose on the terms and conditions contained in this Agreement.

**THEREFORE**, in consideration of the mutual covenants and promises contained in this Agreement, it is agreed as follows:

1. The recitals in the WHEREAS clauses above are true and correct and incorporated in this Agreement.
2. The terms and conditions of Request for Proposal (RFP) SDOC-09-P-114-LC and Operator's response thereto are incorporated into this Agreement, and made a part hereof. In the event of any conflict among the relevant documents, the order of preference for resolving such conflict shall be first this Agreement, second the Operator's response and third the RFP.

**Grant**

2. The School Board hereby grants to the Operator the exclusive right and privilege to operate vending services for dispensing beverage products on the premises of the schools and facilities identified on Exhibit A to this Agreement, and to sell at such locations the beverages identified in Exhibit B to this Agreement. Additional schools or facilities may be added by the School Board to Exhibit A during the term of this Agreement.

**Installation of Machines**

3. The Operator shall install on the premises of the facilities at locations specified by the site administrator machines for the sale of products as set forth in Exhibit B attached to this Agreement and incorporated herein by reference. The Operator shall have the right to remove any of the machines installed and to replace the machine with a machine of like quality and appearance.

**Changes in Machines**

4. The Operator shall have the right, with the approval of the site administrator, to furnish additional machines.

**Ownership of Machines**

5. All machines placed on School Board premises by the Operator are and shall remain the property of the Operator. School Board shall not permit anyone other than a duly authorized agent of the Operator to remove any of the machines. The Operator assumes the full risk and responsibility for any loss, destruction, or damage occurring to the vending machines.

**Schedule of Commissions, Sponsorship Fee and Additional Consideration**

6. (a) The Operator shall pay to the School Board a monthly commission computed on the gross receipts of all classes of goods sold each month, at the rate or percentage on each class of goods specified in Exhibit \_\_\_\_.
- (b) In consideration of the grant of exclusive rights in this Agreement, operator shall pay sponsorship fees as set forth in Exhibit \_\_\_\_.
- (c) Operator shall pay additional consideration as set forth in Exhibit \_\_\_\_.
- (d) If additional schools or facilities are added to Exhibit A, Operator shall pay the commission rates referenced in paragraph 6(a) above plus an additional \_\_% for each additional school or facility.

**Adjustments to Commission Schedule**

7. Commissions shall not be adjusted unless otherwise agreed by the parties.

**Records and Statements**

8. The Operator shall at all times keep an accurate and true record of all inventories supplied to the vending machines on the premises of the School Board and of all sales and collections made in connection with the Operator's vending machine operation on the premises. The Operator shall permit the inspection of these records during normal business hours by the School Board or the School Board's authorized representative for the purpose of verifying the correctness of the accounts and of the amounts due to the School Board as commissions. The Operator shall submit to the School Board within 20 days following the end of each month a complete statement of all sales made during the month and of the commissions due to the School Board under Paragraph 6 of this Agreement. The Operator shall remit payment in full for commissions due along with the monthly statement.



**Location of Machines**

9. The School Board shall designate an area on its premises for the placement of the vending machines.

**Maintenance and Service**

10. (a) The Operator shall regularly inspect and service the vending machines covered by this Agreement and shall keep them operating and in good working order at all times. The Operator shall also maintain the machines in a clean and sanitary condition in accordance with all applicable federal, state, and local laws.

(b) The Operator shall refill the machines as often as is necessary to reasonably meet the demands of the patrons of the vending machines. The Operator shall supply the machines with fresh products and shall rotate the products so that older products will be purchased first. Stale or spoiled products shall be removed from the machines promptly upon discovery. In no case shall a product be left in a machine beyond the manufacturer's recommended last date for sale.

(c) The School Board shall furnish and bear the expense of regular janitorial service for the area in which the vending machines covered by this Agreement are located.

(d) The School Board shall supply suitable waste disposal containers for the convenience of users of the vending machines and of the adjacent eating areas, and shall provide and bear the expense of garbage removal and disposal services.

**Electricity**

11. The School Board shall furnish and bear the expense of the necessary electricity that may be required for the operation of the vending machines. The School Board will take reasonable measures to avoid power loss and to restore power if, and when, a power outage occurs.

**Electrically Operated Machines**

12. All electrically operated vending machines furnished under this Agreement shall be equipped so as to provide thermal overload protection, and shall comply with any and all specifications, rules or regulations promulgated by the federal, state or local governments. In addition, all machines furnished under this Agreement shall bear the seal of approval of the Underwriters' Laboratories, Inc. All electrical equipment and wiring required to be installed to provide for the operation of the machines shall be installed in strict accordance with the applicable ordinances and regulations applicable to the School at its location.

**Selection and Pricing**

13. The School Board and the Operator shall agree upon the selection and pricing of products and merchandise offered for sale in the vending machines placed on School Board premises. Selection of products must comply with the Wellness Policies of the School Board and the Memorandum of Understanding among The Alliance for a Healthier Generation, The American Heart Association, The William J. Clinton Foundation, The American Beverage Association, Cadbury Schweppes Beverages, a subsidiary of Cadbury Schweppes plc, The Coca Cola Company and PepsiCo, Inc., and in case of conflict or ambiguity, the stricter requirements shall apply. Operators shall also comply with all School Board and facility rules relating to the operating hours of the

machines. The site administrator or his designee may, from time to time, make suggestions to the Operator relating to the selection, stocking, or pricing of goods offered or to be offered in its machines.

#### **Service Personnel**

14. (a) The Operator's service personnel shall at all times be dressed in clean uniforms and shall observe all regulations in effect on the School Board's premises.

(b) The Operator acknowledges that its employees and agents will behave in an appropriate manner while on School Board premises and shall at all times conduct themselves in a manner consistent with School Board policies and within the discretion of the premises administrator (or designee). It is a breach of the Agreement for any agent or employee of the Operator to behave in a manner which is inconsistent with good conduct or decorum or to behave in any manner that will disrupt the educational program or constitute any level of threat to safety, health, and well being of any student or employee of the School Board. The Operator agrees to immediately remove any agent or employee if directed to do so by the premises administrator or designee. School Board shall have complete discretion as to the persons permitted to enter on to its property.

(c) The Operator agrees to comply with all requirements of sections 1012.32 and 1012.465, Florida Statutes and all of its personnel who (1) are to be permitted access to school grounds when students are present, (2) will have direct contact with students, or (3) have access or control of school funds, shall successfully complete the background screening required by the referenced statutes and meet the standards established by the statutes and the School Board. This background screening will be conducted by the School Board in advance of the Operator or its personnel providing any services under the conditions described in the previous sentence. The Operator shall bear the cost of acquiring the background screening required by section 1012.32, Florida Statutes, and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to the Operator and its personnel. The parties agree that the failure of the Operator to perform any of the duties described in this section shall constitute a material breach of this agreement entitling the School Board to terminate immediately with no further responsibilities or duties to perform under this Agreement. The Operator agrees to indemnify and hold harmless the School Board, its officers and employees from any liability in the form of physical or mental injury, death or property damage resulting from Operator's failure to comply with requirements of this section or with sections 1012.32 and 1012.465, Florida Statutes.

#### **Compliance With Laws**

15. (a) The Operator shall comply with all applicable federal, state, or local laws relating to the sale of food and beverages through vending machines. In particular, the Operator shall obtain any permits or licenses post or display any stickers or notices, maintain any records, submit any reports, and pay any taxes required by law for the operation of vending machines.

(b) The Agreement shall be governed by and construed under the laws of the state of Florida and the United States of America. Osceola County, Florida shall be the proper place of venue for all suits brought under the Agreement. Any legal proceedings arising out of or in connection with the Agreement shall be brought in the state courts of Osceola County, Florida with subject matter jurisdiction.

(c) The School Board does not agree to arbitrate in any manner whatsoever any issue arising out of the Agreement. The School Board does not agree to pay attorneys' fees to the prevailing party in connection with any dispute arising out of this Agreement.



**Fees and Taxes**

16. The Operator shall be responsible for and shall pay all state, county, and city license fees and sales or other taxes that may be imposed on the sales of articles through its vending machines. The Operator shall also be responsible for maintaining any records and submitting any returns or receipts required in connection with any fees or taxes.

**Insurance**

17. The Operator shall procure and maintain in full force and effect during the term of this Agreement the insurance requirements as set out in section 3.20 of Request for Proposal SDOC-09-P-114-LC.

**Indemnification of School Board**

18. The Operator shall indemnify, hold harmless and defend the School Board, its officers, agents, and employees, from or on account of any claims, losses, expense, injuries, damages, or liability (including the actual fees and expenses of attorneys, expert witnesses and other consultants) resulting or arising from Operator 's performance or nonperformance pursuant to this Agreement. The indemnification shall obligate the Operator to defend at is own expense or to provide for such defense, at School Board's option, of any and all claims and suits brought against School Board, which may result from Operator's performance or nonperformance pursuant to this Agreement.

**Term**

19. This Agreement shall be for a term of five years, with one additional five year renewal upon mutual agreement of the parties, to begin on the date this Agreement is approved by School Board unless earlier terminated in accordance with the terms of this Agreement.

**Termination**

20. This Agreement may be terminated as set out in §3.23, §3.24, and §3.25 of Request for Proposal SDOC-09-P-114-LC.

**Removal of Machines**

21. Upon termination of this Agreement the Operator shall vacate schools and facilities of School Board and shall remove all vending machines and vending machine products that have been placed by it on the premises. The Operator shall, however, to the extent possible, restore the premises to their condition prior to the installation of the vending machines. In the event that the Operator fails to remove its machines and products within ten days after termination of the Agreement, the School Board may have them removed and stored at the expense of the Operator.

**Damages for Breach**

22. In the event that this Agreement is terminated due to a breach or default by the Operator, the School Board shall be entitled to receive an amount for lost commissions. The amount shall be calculated by multiplying the average monthly commissions earned up to the time of breach by the number of months remaining under the Agreement at the time of termination, prorated to account for any partial monthly period.

**Independent Operator Status**

- 23. It is the intention and understanding of the parties that the Operator is an independent Operator under this Agreement and that no agency or employment relationship is created between the parties by this Agreement. It is understood and agreed that nothing contained in the Contract shall be deemed or construed as creating a partnership or joint venture between the parties or any third party, or because either party to be responsible in any way for the debts and obligations of the other party.

**Notices**

- 24. Unless otherwise provided, all notices shall be in writing, and may be served by (a) depositing the same in the United States mail addressed to the party to be notified, postpaid, and registered or certified with return receipt requested, (b) by delivering the same in person to such party, by (i) personal delivery, or (ii) overnight courier, or (c) telecopy or facsimile transmission provided that a copy is sent on the same day, by 5 p.m., by either of the methods described in (a) or (b). All notices shall be given to the addresses set forth below. Notices delivered personally, by overnight courier or delivered by facsimile, or telecopy shall be deemed given the next business day following the date of delivery. Notices given by U.S. Mail shall be deemed given as of the second business day following the date of posting.

School Board: Superintendent  
School District of Osceola County  
817 Bill Beck Boulevard  
Kissimmee, FL 34744  
Telecopy:

Operator:

Telecopy:

Either party may change its address for the purpose of receiving notice by giving the other party written notice of the change.

**Alterations in Facilities**

- 25. The School Board agrees to notify the Operator of any alterations in the premises that may affect the operation of the vending machine service or that will affect any of the areas covered by this Agreement.

**Assignment**

- 26. This Agreement shall not be assignable by the Operator without the prior written consent of the School Board. Subject to the foregoing limitation, this Agreement shall inure to the benefit of and be binding on the successors and assigns of the respective parties.

**Entire Agreement**

- 27. This Agreement constitutes the entire agreement of the parties with respect to the subject matter, and supersedes any and all other agreements, understandings, statements, or representations, either oral or in writing.

---

**INTENDING TO BE BOUND**, the parties have executed this agreement on the date first written above.

**THE SCHOOL BOARD OF OSCEOLA COUNTY, FLORIDA**

By: \_\_\_\_\_  
John McKay, Chairman

Date Approved: \_\_\_\_\_

Attest: \_\_\_\_\_  
Michael A. Grego, Ed. D, Superintendent

**OPERATOR**

\_\_\_\_\_ *[name of operator]*

By: \_\_\_\_\_ *[signature]*

*[typed name and title]*

**EXHIBIT "A"**

**THE SCHOOL DISTRICT OF OSCEOLA COUNTY, FLORIDA  
LIST OF FACILITY AND SCHOOL LOCATIONS FOR VENDING SERVICES**

**(TO BE ADDED)**

**EXHIBIT "B"**

**RESPONDENT'S PROPOSAL AND AMENDMENTS**

**(TO BE ADDED)**

	SCHOOL NAME	ADDRESS	CITY		ZIP	PRINCIPAL or DIRECTOR	SECRETARY	BOOKKEEPER	PHONE #
Elementary Schools	Boggy Creek Elementary	810 Florida Parkway	Kissimmee	FL	34743	Karen Bracy	Willie Mae McGee	Angela White	407-344-5060
	Central Avenue Elementary	500 West Columbia Avenue	Kissimmee	FL	34741	Kay Wong	Beverly Barrett	Karen Alford	407-343-7330
	Chestnut Elementary	4300 Chestnut Street	Kissimmee	FL	34759	Randy Shuttera	Sue Weisheyer	Juieth Benjamin	407-870-4862
	Cypress Elementary	2251 Lakeside Drive	Kissimmee	FL	34744	Stacy Burdette	Sharon Oxley	Arlene Gallagher	407-344-5000
	Deerwood Elementary	3701 Marigold Avenue	Kissimmee	FL	34758	Jimmy Hendrix	Louise Steuer	Phyllis Johns	407-870-2400
	Flora Ridge Elementary	2900 Dyer Boulevard	Kissimmee	FL	34741	Michael Vondracek	Martha LeBlanc	Maura Torres	407-933-3999
	Hickory Tree Elementary	2355 Hickory Tree Road	St. Cloud	FL	34772	Scott Knoebel	Rena Avant	Deborah Davis	407-891-3120
	Highlands Elementary	800 W. Donegan Avenue	Kissimmee	FL	34741	Susan Godman	Sandra Lebron	Ivette Villanueva	407-935-3620
	Kissimmee Elementary	3700 W. Donegan Avenue	Kissimmee	FL	34741	Kenneth Meyers	Judy Weeks	Susanne Northrup	407-935-3640
	Koa Elementary	5000 KOA Street	Kissimmee	FL	34758			TBA	
	Lakeview Elementary	2900 Fifth Street	St. Cloud	FL	34769	Frank Telemko	Bobbi Baldwin	Ana Flores	407-891-3220
	Michigan Avenue Elementary	2015 S. Michigan Avenue	St. Cloud	FL	34769	Bettye Hobbs	Linda Ryder	Lori DeBord	407-891-3140
	Mill Creek Elementary	1700 Mill Slough Road	Kissimmee	FL	34744	Holly Willis	Gerry Miles	Barbara Horn	407-935-3660
	Narcoossee Elementary	2690 N. Narcoossee Road	St. Cloud	FL	34771			TBA	
	Neptune Elementary	1200 Betsy Ross Lane	St. Cloud	FL	34769	Linda Harwood	Judy Laverty	Vicki Massicotte	407-892-8387
	Partin Settlement Elementary	2434 Remington Boulevard	Kissimmee	FL	34744	David Groover	June Jansen	Lynette Garcia	407-518-2000
	Pleasant Hill Elementary	1253 Pleasant Hill Road	Kissimmee	FL	34746	Rene Clayton	Dorothy Kraus	Carmen Quirindongo	407-935-3700
	Poinciana Elementary	4201 Rhododendron Avenue	Kissimmee	FL	34758	Sheri Turchi	Wanda Lantigua	Andrea Perez	407-343-4500
Reedy Creek Elementary	5100 Eagles Trail	Kissimmee	FL	34758	Diane Crook-Nichols	Clemie Jo Lamb	Janet Schroeder	407-935-3580	
St. Cloud Elementary	2701 Budinger Avenue	St. Cloud	FL	34769	William Coffman	Linda Hachey	Debra Romack	407-891-3160	



	Sunrise Elementary	1925 Ham Brown Road	Kissimmee	FL	34746	John Campbell	Elida Andino	Mayra Prieto	407-870-4866
	Thacker Avenue Elementary	301 Thacker Avenue	Kissimmee	FL	34741	Mark Ferguson	Heidi Schmidt	Lessie Mohr	407-935-3540
	Ventura Elementary	275 Waters Edge Drive	Kissimmee	FL	34743	Janice Franeschi	Gayle Reynolds	Michele Contino	407-344-5040
Middle Schools	Denn John Middle	2001 Denn John Lane	Kissimmee	FL	34744	Robert Paswaters	Lissett Rodriguez	Cheryl Lear	407-935-3560
	Discovery Intermediate	5350 San Miguel Road	Kissimmee	FL	34758	Larry Meadows	Nola Overstreet	Rosa Rosario	407-343-7300
	Horizon Middle	2020 Ham Brown Road	Kissimmee	FL	34746	Michael Allen	Irene Brady	Lorena Bruneau	407-943-7240
	Kissimmee Middle	2410 Dyer Boulevard	Kissimmee	FL	34741	Paula Evans	Joyce Arbuckle	Sheyla Negron	407-870-0857
	Narcoossee Middle	2700 N. Narcoossee Road	St. Cloud	FL	34771			Penni Garaguso	407-891-6600
	Neptune Middle	2727 Neptune Road	Kissimmee	FL	34744	Cindy Mohen	Joan Coggins	Fran Piazza	407-935-3500
	Parkway Middle	857 Florida Parkway	Kissimmee	FL	34743	John Harris	Linda Detwiler	Betty Yenezhi	407-344-7000
	St. Cloud Middle	1975 Michigan Avenue	St. Cloud	FL	34769	Terry Andrews	LethaAnn Chisholm	Sheila Marsh	407-891-3200
High Schools	Celebration High	1809 Celebration Blvd	Celebration	FL	34747	Laura Rhinehart	Elaine Trisotto	Lori McElroy	321-939-6600
	Gateway High	93 Panther Paws Trail	Kissimmee	FL	34744	Susan Dupree	Katie Eaton	Sue Sanborn	407-935-3600
	Harmony High	3601 Arthur J. Gallagher Blvd	St. Cloud	FL	34771	Vacant	Dolores Walker	Debbie Hart	407-933-9900
	Liberty High	4250 Pleasant Hill Road	Kissimmee	FL	34746	Robert Studly	Barbara Centella	Mayra Reynoso	407-933-3910
	New Dimensions High	4900 Pleasant Hill Road	Kissimmee	FL	34759			Jackie Dodge	407-870-9949
	Osceola High	420 S. Thacker Avenue	Kissimmee	FL	34741	Gary Preisser	Anjel Ausherman	Penny Wysong	407-518-5400
	PATHS @ TECO	501 Simpson Road	Kissimmee	FL	34744	Daniel White	Kathy Mayer	Brenda Gonzalez	407-518-5407
	Poinciana High	2300 S. Poinciana Blvd	Kissimmee	FL	34758	Peter Straker	Lymari Ferrer	Silvia Ayala	407-870-4860
	St. Cloud High	2000 Bulldog Lane	St. Cloud	FL	34769	Pamela Tapley	Karen Knight	Bernice Montalbano	407-891-3100

<b>Multi-Level</b>	Bellalago Academy	3651 Pleasant Hill Road	Kissimmee	FL	34746	Cecille Diez	Beth Padgett	Diane Cunningham	407-933-1690
	Celebration School (K-8)	510 Campus Street	Celebration	FL	34747	Wayne Kennedy	Barbara Newsome	Diane Peterson	407-566-2300
	Harmony Community School	3365 Schoolhouse Road	St. Cloud	FL	34773	Jonathan Davis	Randee Jamoon	Ellen Barberi	407-892-1655
	Osceola County School for the Arts	3151 N.O.B.T.	Kissimmee	FL	34744	Jeannette Paul-Rivers	Betty Gower	Sharon Owens	407-931-4803
	Westside K-8 School	2551 Westside Blvd.	Kissimmee	FL				Penny Wysong	
<b>ESE &amp; DOP</b>	Alternative Programs	2216 Irlo Bronson Highway	Kissimmee	FL	34744	Beth Rattie	Drenda From	Linda Link	407-932-1911
	Zenith School	2220 E. Irlo Bronson Mem. Hwy	Kissimmee	FL	34744	Sheryl Alexander	Joyce Capranica	Maureen Garringer	407-846-3976
	New Beginnings Educational Center	2599 W. Vine Street	Kissimmee	FL	34741			Lori Slavik	407-348-4466
<b>Post Sec</b>	Adult Learning Center Osceola (ALCO)	705 Simpson Road	Kissimmee	FL	34744	David Welty	Jan Cullen	Yesenia Monge	407-344-5080
	Tech. Ed. Ctr. of Osceola (TECO)	501 Simpson Road	Kissimmee	FL	34744	David Welty	Karen Billittier	Nancy Samala	407-344-5080

	DEPARTMENT	ADDRESS				BOOKKEEPER	PHONE	FAX
<b>Departments</b>	Campus Grille	817 Bill Beck Blvd	Kissimmee	FL	34744	Michelle Champ	407-870-4678	407-870-4628
	Career & Technology Education	817 Bill Beck Blvd	Kissimmee	FL	34744	Jerri Fenton	407-518-4580	407-870-4988
	Chief Administration Officer	817 Bill Beck Blvd	Kissimmee	FL	34744	Kim Fowler	407-343-8616	407-870-4883
	Chief of School Operation	817 Bill Beck Blvd	Kissimmee	FL	34744	Nancy Stewart	407-343-8658	407-343-8671
	Community Relations	817 Bill Beck Blvd	Kissimmee	FL	34744	Luz Flores	407-870-4007	407-870-4017
	Construction Services	809 Bill Beck Blvd	Kissimmee	FL	34744	Judy King	407-518-2964	407-518-2985
	Deputy Superintendent of Elementary Adm	817 Bill Beck Blvd	Kissimmee	FL	34744	Sally Facente	407-518-2900	407-870-4066
	East Coast Technical Asst. Ctr	817 Bill Beck Blvd	Kissimmee	FL	34744	Lissa Gonzalez	407-518-2905	407-518-2972
	Elementary Curriculum & Instruction	817 Bill Beck Blvd	Kissimmee	FL	34744	Sally Lay	407-870-4849	407-870-4845
	Exceptional Student Education	805 Bill Beck Blvd	Kissimmee	FL	34744	Linda Dower	407-343-8700	407-343-8775
	Extended Day	817 Bill Beck Blvd	Kissimmee	FL	34744	Carol Fiddler	407-343-8780	407-343-8652
	Finance	817 Bill Beck Blvd	Kissimmee	FL	34744	Pat Alderman & Joni Coleman	407-870-4823	407-518-2906
	Foundation	817 Bill Beck Blvd	Kissimmee	FL	34744	Pattie Burdick	407-870-4855	407-343-8624
	Grant Management	817 Bill Beck Blvd	Kissimmee	FL	34744	Nidia Torres	407-870-4058	407-870-4055
	Health Safety	817 Bill Beck Blvd	Kissimmee	FL	34744	Elaine Carlus	407-870-4898	407-343-8756
	Human Resources	817 Bill Beck Blvd	Kissimmee	FL	34744	Heather Day	407-870-4800	407-870-4970
	Instructional Media Center	817 Bill Beck Blvd	Kissimmee	FL	34744	Pam Fordham	407-870-4669	407-870-4637

	Internal Audit	817 Bill Beck Blvd	Kissimmee	FL	34744	Janice Rosario	407-870-4815	407-933-9986
	Elementary Education	817 Bill Beck Blvd	Kissimmee	FL	34744	JoAnn Johnson	407-870-4849	407-870-4845
	Information Services	817 Bill Beck Blvd	Kissimmee	FL	34744	Lynn Schneider	407-870-4037	407-870-4063
	Maintenance	2540 Old Dixie Hwy	Kissimmee	FL	34744	Becky Fernandez	407-935-3740	407-935-3747
	Multicultural Education	817 Bill Beck Blvd	Kissimmee	FL	34744	Diane Roy	407-870-4848	407-870-4019
	OASIS	817 Bill Beck Blvd	Kissimmee	FL	34744	Patti Miers	407-870-4013	407-870-4018
	Permitting Services	817 Bill Beck Blvd	Kissimmee	FL	34744	Sharon Bollen	407-518-2964	407-518-2991
	Pre-K	817 Bill Beck Blvd	Kissimmee	FL	34744	Sylvia Teal	407-870-4911	407-870-4916
	Professional Development	799 Bill Beck Blvd	Kissimmee	FL	34744	Rickie D'Amico	407-518-2940	407-518-2988
	Purchasing	817 Bill Beck Blvd	Kissimmee	FL	34744	Marta Santa-Cruz	407-870-4630	407-870-4616
<b>Departments Continued</b>	Records Management	817 Bill Beck Blvd	Kissimmee	FL	34744	DeAnn Miller	407-870-4605	407-870-4624
	Research & Evaluation	817 Bill Beck Blvd	Kissimmee	FL	34744	Nancy Lewis	407-870-4056	407-870-4957
	School Services	817 Bill Beck Blvd	Kissimmee	FL	34744	Liz Wike	407-518-2901	407-343-8775
	School Support Services	817 Bill Beck Blvd	Kissimmee	FL	34744	Rose Jackson	407-518-2934	407-870-4063
	Secondary Education	817 Bill Beck Blvd	Kissimmee	FL	34744		407-870-4901	407-870-4994
	Special Programs	817 Bill Beck Blvd	Kissimmee	FL	34744	Hilda Perez	407-870-4934	407-870-4935
	Special Programs - Migrant Department	1022 Virginia Ave, Port. #69	St. Cloud	FL	34744	Elizabeth Gonzalez		
	Student Services	801 Bill Beck Blvd	Kissimmee	FL	34744	Valerie Colon	407-870-4897	407-870-4629
	Superintendent Office	817 Bill Beck Blvd	Kissimmee	FL	34744	Crisinda Stewart	407-870-4008	407-870-4010
	Transportation	401 Simpson Road	Kissimmee	FL	34744	Robin Staggs	407-518-4540	407-518-4575

---

Acknowledgement of Addendum by Vendor:

This addendum shall be completed by Vendor and returned with the RFP Package. If the RFP package has already been submitted, this addendum must be submitted to the address stated in the RFP, in a sealed envelope, which is marked on the outside Addendum to RFP, title and number.

This is to acknowledge receipt of this addendum, which will become part of the RFP document.

\_\_\_\_\_  
AUTHORIZED NAME (TYPED)

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
AUTHORIZED SIGNATURE

\_\_\_\_\_  
COMPANY NAME