



Travis Fulton  
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September 9, 2021

Dr. Karen Barber  
Superintendent of Schools  
6032 Hwy 90  
Milton, Florida 32570

Dr. Barber,

This letter is to inform the Board of an emergency PO to Dowdy & Associates, Incorporated in the amount of \$34,384.00 for hot water boiler repairs for Milton High School. This purchase exceeds the threshold amount requiring competitive quotes.

P.O. # 732412	Dowdy & Associates Incorporated	\$34,384.00
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Due to the time frame involved, this purchase was approved on an emergency basis.

Sincerely,

Travis Fulton  
TMF/bdg

**Santa Rosa County  
School District**



*"A Tradition of Excellence"*

**Joseph B. "Joey" Harrell**  
Assistant Superintendent for Administrative Services  
6544 Firehouse Road Milton, Florida 32570-3411

Phone: 850/983-5123

Fax: 850/983-5115

E-mail: HarrelJ@santarosa.k12.fl.us

August 9, 2021

Attn: Purchasing Department

RE: MILTON HIGH SCHOOL BOILER REPLACEMENT

Due to the malfunction of the current boiler at Milton High School, there is a need to utilize the Emergency Purchase Order process for replacement as quickly as possible. Without a boiler the HVAC system cannot operate as designed and may result in poor indoor air quality.

In addition, based on current availability and current lead time which has been provided to us by various boiler manufacturers, the boiler being purchased can be delivered in two (2) weeks where other boilers had a lead time of 8-12 weeks.

Feel free to contact me with any questions.

Sincerely,



Joseph Harrell  
Assistant Superintendent for Administrative Services



**State Tax Exemption #**  
858012622341C0  
**Federal Employer Identification #**  
596000845

**SANTA ROSA COUNTY  
SCHOOLS**  
**Purchase Order**  
Blanket - Dowdy & Assoc-  
MHS boiler

**PO# 732412**

08/09/2021

Vendor (V054407153)

Show P.O. Number on all shipping containers,  
packing lists, correspondences, and invoices.

**Order Contact:** Richard Laing  
**Center/School Contact:** Katie Byrd

☐ Checked box indicates order must be fully received and invoiced by 06/30/2022.  
Cancellations must be in writing. No backorders without buyer approval.

**DOWDY AND ASSOCIATES, INC.**  
2401 EXECUTIVE PLAZA ROAD  
SUITE 5B  
PENSACOLA, FL 32503

**Ship To**  
MAINTENANCE  
6544 FIREHOUSE ROAD BLDG 2  
MILTON, FL 32570

**Bill To**  
MAINTENANCE  
6544 FIREHOUSE ROAD BLDG 2  
MILTON, FL 32570  
850-983-5120

Item #	Description	Quantity	UOM	Unit Price	Amount
	MHS boiler- Condensing hot water boiler. Fulton heating Solutions model EDR-2000 "Endura natural gas fired condensing hot water boiler, with an input of 2,000 MBH, with features as indicated on the proposal attached.	1		34,384.00	34,384.00
<b>Total</b>					34,384.00

Fund	Function	Object	Facility	Project	Program	Amount
372	7420	681	0151	330022		34,384.00

Cindy Norton  
Purchasing Manager

**Comments for vendor:**

**Terms & Conditions:**

- Do not exceed quantities or price without prior approval.
- No substitutions without prior approval.
- Purchase Order void if not filled within 60 days.
- Payment will not be made until an order is completed in full.
- Payment will be made only to the vendor listed above.
- Collect shipments will be refused.
- Termination per 2 CFR Appendix II to Part 200(B) and Florida Statute 287.058 for contracts exceeding \$10,000: a. The School Board may terminate an agreement, in part or in whole, for its convenience or the failure of the vendor to fulfill contractual obligations. The School Board shall terminate by delivering to the vendor a written Notice of Termination specifying the nature, extent and effective date of the termination. Upon receipt of the notice, the vendor shall: i. Immediately discontinue all services affected (unless the notice directs otherwise). ii. Deliver to the School Board all information, papers, reports and other materials accumulated or generated in performing the contract, whether completed or in progress. b. If the termination is for the convenience of the School Board, the School Board shall only be liable for payment for services rendered before the effective date of the termination. c. If the termination is due to the failure of the vendor to fulfill its obligations under the contract, The School Board may: i. Require the vendor to deliver any work described in the Notice of Termination ii. Take over and prosecute the same to completion by contract of otherwise and the vendor shall be liable for any additional cost incurred by the School Board. iii. Withhold any payments to the vendor for purpose of set-off or partial payment, as the case may be, of amounts owed by the School Board to the vendor. d. In the event of termination for cause, the School Board shall be liable to the vendor for reasonable costs incurred by the vendor before the effective date of the termination. Any dispute shall be decided by the School Board's Director of Purchasing and Contract Administration.
- The Jessica Lunsford Act: The Santa Rosa County School District reserves the right to refuse to accept services from any personnel deemed by the Santa Rosa County School District to be unqualified, disorderly, or otherwise unable to perform assigned work. This law, effective September 1, 2005, affects your business if you, your employees or your agents will have access to school grounds when students are present, have direct contact with students or have access to or control of school funds. A copy of House Bill 1877, which was approved by the Governor on May 2, 2005 (Chapter 2005-28, L.O.F., section 21) may be found by accessing the following link on the internet: [http://laws.flrules.org/files/Ch\\_2005-028.pdf](http://laws.flrules.org/files/Ch_2005-028.pdf). The requirements of this new law must be met in order for the School Board to continue working with you. The implementation procedures for this new law, as well as the amendment of July 2007, are posted on our website, at: <http://srcsdhumanresources.weebly.com/jessica-lunsford.html>
- (Service proposals only) Insurance required to be carried shall include (for specific limits contact Risk Management at (850) 983-5006): a. The Company shall furnish proof of the following insurance to the Board by Certificate of insurance. b. The Certificate of Insurance shall state that the School Board, including its agents and employees, are additional insureds under the policy or policies. c. Workers' Compensation

Insurance. d. Comprehensive General Liability Insurance. e. Business Automobile Liability.

10. It is a condition of this Purchase Order that the vendor will comply with all Federal, State and Local laws, ordinances and rules, including but not limited to self-reporting if listed on the Federal Suspension and Debarment list and if convicted of Public Entity Crimes.