



Pasco County Schools

Dr. John Legg, Superintendent of Schools

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

BOARD RECOMMENDATION

Bid Title	Emergency Lock and Key Services
Bid Number	26-028-SD
Date Solicited	December 19, 2025
Date Opened	January 28, 2026
Date of Board Presentation	March 3, 2026
Intent	The intent of this Request for Proposal (RFP) is to establish a contract between the District and one Contractor to provide emergency lock and key services as specified herein on an as-needed basis during the term of this award.
Anticipated Annual Expenditure	\$250,000 for each year of the term This request is for this year's expenditures only and will be brought to the Board for budget approval in subsequent years. Additional expenditures will be brought to the Board for approval when the anticipated increase is 5% or more of the original amount.
Funding Source	General Funds
Term Dates/Renewal Option	The initial term of this contract will commence upon Board Approval and shall remain in effect for five (5) years. It may be renewed for a period that may not exceed three (3) years or the term of the original contract, whichever is longer, at the mutual agreement of the parties, and if needed, up to six (6) months beyond the expiration date of the current contract period. Any project in progress (incomplete) on the expiration date of the contract term shall be completed by the awarded vendor.
Recommendation	Recommend the award of this RFP to Tri-County Locksmith of the Suncoast as reflected in the attached tabulation. This request is also to approve the issuance of purchase orders and the signing of contracts by authorized individuals, if necessary, after review by the District's Legal Department.
Notations and Exceptions	The offers received from the vendors listed herein are the only offers received timely as of the specified opening date and time. All other offers submitted in response to this solicitation, if any, are hereby rejected as late.
Administrative Procedures Act (F.S. 120)	Failure to file a protest within the time prescribed in section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under chapter 120, Florida Statutes.
Evaluated By	Scott Moles, Area Specialist, Custodial Services, Maintenance Roger Middleton, Area Specialist, Custodial Services, Maintenance Brian Auclair, Area Specialist, Custodial Services, Maintenance
Recommendation Prepared By	Steven Duarte, Senior Buyer
Reviewed and Authorized By	James D. Class, Purchasing Director <i>JC</i>

★ Motion to approve the consent agenda and all consent agenda items, including addenda or revisions, as recommended by the superintendent

Motion by Jessica Wright, second by Cynthia Armstrong.
Final Resolution: Motion Carries
Yea: Cynthia Armstrong, Colleen Beaudoin, Megan Harding, Al Hernandez, Jessica Wright

Event Number: 26-028-SD Event Title: Emergency Lock and Key Services Event Type: RFP Issue Date: 12/19/2025 Close Date: 1/28/2026	Organization Pasco County Schools Event Owner Steven Duarte Email sduarte@pasco.k12.fl.us Phone (813) 794-2032
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Responding Supplier	A. Cost (20 point max)	B. Company Experience (30 point max)	C. Expertise of Personnel (30 point max)	D. References (15 point max)	Total Points
Amerikey Locksmith, LLC	7.05	11.00	8.00	10.00	36.05
DRO Holdings	20.00	22.00	23.00	9.20	74.20
Locksmith and Door	17.00	8.00	7.00	15.00	47.00
Tri-County Locksmith of the Suncoast	18.40	27.00	27.00	9.80	82.20

Intent: The intent of this Request for Proposal (RFP) is to establish a contract between the District and one Contractor to provide emergency lock and key services as specified herein on an as-needed basis during the term of this award.

Award: Award will be made to the Contractor with the highest evaluation score who is a responsive and responsible proposer meeting written specifications and evaluation criteria.

★ Motion to approve the consent agenda and all consent agenda items, including addenda or revisions, as recommended by the superintendent
 Motion by Jessica Wright, second by Cynthia Armstrong.
 Final Resolution: Motion Carries
 Yea: Cynthia Armstrong, Colleen Beaudoin, Megan Harding, Al Hernandez, Jessica Wright