



District School Board of Pasco County

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John Long, Ph.D., Superintendent

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December 8, 2003

MEMORANDUM

TO: Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Bid #02-092 Incidental and Novelty Classroom Incentives
Third Year of Three-Year Agreement
Oriental Trading Company

On February 5, 2002, the above-referenced bid was awarded to Oriental Trading Company for Incidental/Novelty Classroom Incentives. This is a three-year agreement, renewable annually by mutual agreement of both parties. Subsequently, the second year of the agreement was awarded on December 17, 2002 to the above vendor. The second year of the agreement will expire on February 5, 2004.

Considering services have been satisfactory, Oriental Trading Company was contacted to verify their willingness to enter into the third year of the agreement. Troy Florance, Marketing Manager has agreed to enter into the third year – see attached.

At this time, it is my recommendation to enter into the third year of the agreement with Oriental Trading Company for Incidental/Novelty Classroom Incentives. Should you have any questions or wish to discuss this matter further, please feel free to contact me at your convenience.

KDG/sw
Attachments (6)

Date/Time: