

District School Board of Pasco County

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Heather Fiorentino, Superintendent

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Department of Purchasing Kendra Goodman, CPPB, Purchasing Agent 813/ 794-2221 Fax: 813/ 794-2111 727/ 774-2221 TDD: 813/ 794-2484 352/ 524-2221 e-mail: kgoodman@pasco.k12.fl.us

April 14, 2005

<u>MEMORANDUM</u>

TO: Honorable Board Members

- FROM: Kendra Goodman, CPPB, Purchasing Agent
- **RE:** Third Year Renewal of Three-Year Contract Bid #04-005 Paper Products – Print Center Mac Papers, Inc.

On May 18, 2004, official action was taken to award the above-referenced bid to the vendor noted. This bid is a three-year contract, renewable annually by mutual agreement of both parties. The second year of the agreement will expire on June 30, 2005.

At this time, it is my recommendation to enter into the third year of the agreement. Lindsay Sims, General Manager, has agreed in writing to enter into the third year of the contract – see attached. The third year of the contract will cover the period of July 1, 2005 through June 20, 2006.

Should you have any questions or wish to discuss this further, please feel free to contact me at your convenience.

KDG/sas

Attachments

Date/Time: April 27, 2005 08:58:00