



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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Department of Purchasing
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April 14, 2005

MEMORANDUM

TO: Honorable Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Second Year Renewal of Three-Year Contract
Bid #05-016-SS Cost Per Copy Copiers
Xerox Corporation

On June 1, 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 first year of the agreement will expire on June 30, 2005.

At this time, it is my recommendation to enter into the second year of the agreement. Gail McCracken, National Account Manager, has agreed in writing to enter into the second year of the contract – see attached. The second year of the contract will cover the period of July 1, 2005 through June 30, 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 09:04:00