



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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Department of Purchasing
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February 28, 2007

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Third Year Renewal of Three-Year Contract
Bid #05-103-LR, Manitowac Ice Machine Parts - Maintenance Department
Baker Distributing Company, Inc.

On April 19, 2005, official action (attached) was taken to award the above-referenced bid to Baker Distributing Company, Inc. This bid is a three-year contract, renewable annually based upon mutual consent of both parties. The first year of the agreement expired on April 19, 2006. Subsequently, the second year of the agreement was awarded on April 4, 2006 and covers the period of April 20, 2006 through April 19, 2007.

Considering services have been satisfactory, Lee Bierman, Branch Manager, Baker Distributing Company, Inc. was contacted to verify their willingness to enter into the third year of the agreement. As such, Lee Bierman has agreed, in writing (attached), to enter into the third year of the contract.

Therefore, at this time, it is my recommendation to enter into the second year of the agreement with Baker Distributing Company, Inc. The third year of the contract will cover the period of April 20, 2007 through April 19, 2008. Should you have any questions regarding this matter, or if I can be of further assistance, please feel free to contact me at your earliest convenience.

KDG/lmr

Attachments (6)