



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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Department of Purchasing
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June 3, 2008

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Dollar Approval for Mackin Library Media

The Department of Instruction Media & Technology Services is anticipating expenditures in the amount of \$150,000 for Mackin Library Media during the 2008-2009 school year on an as-needed basis. Mackin Library Media materials are being purchased using State Contract # 715-001-07-01. These expenditures are necessary to purchase opening day collections of library materials for new schools and to update existing collections.

At this time it is my recommendation to allow purchase orders to be processed to Scholastic not to exceed \$150,000 for the period of June 4, 2008 through June 4, 2009. The Purchasing Department will monitor orders to make sure purchases do not exceed the requested amount.

Should you have any questions regarding this matter, or if I can be of further assistance, please contact me at your earliest convenience.

KDG/sn