



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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June 17, 2008

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

SUBJECT: RFP 08-016-AZ, Board Policy Development & Update Services
Second Year of Five Year Agreement, NEOLA, Inc.

On July 10, 2007, official action (attached) was taken to award the above-referenced RFP to NEOLA, Inc. for board policy development and update services. This RFP is a five-year contract, renewable annually at the mutual consent of the parties. The first year of the contract is due to expire on July 9, 2008.

Considering the services of the firm have been satisfactory, the vendor was contacted to verify their willingness to enter into the second year of the agreement. They have agreed in writing (attached) to do so. In 2007-08, \$89,000 was allocated for this project; the purchase order placed in that amount using general funds will remain open into the next fiscal year to allow for continued payment as services are rendered.

At this time it is my recommendation to enter into the second year of the agreement with NEOLA, for the period July 10, 2008 – July 9, 2009. Should you have any questions, please feel free to contact Ms. Renalia Dubose, Assistant Superintendent for Administration, or me at your earliest convenience.

KDG/az
Attachments