



# 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

RE: District-Wide Copier Contract  
Multifunctional Devices, Copying Equipment, Service & Supplies  
Miami-Dade County Schools Bid # 128-FF11  
Ikon Office Solutions

At this time the Information Services Department is requesting permission to renew the "piggyback" for district-wide copier services with Ikon Office Solutions as a result of the Miami-Dade County Schools Bid # 128-FF11 which expires on June 30, 2008. The current contract between Miami-Dade County Schools and Ikon Office Solutions will expire on September 30, 2008. While Miami-Dade County Schools is working on a one-year extension with Ikon Office Solutions, we are requesting permission to piggyback for a three-month period to synchronize our contract with the Miami-Dade County Schools bid timeframe. Once Miami-Dade County Schools has approved the one-year extension, we will present that one-year renewal for Board approval.

Considering services have been satisfactory, Ikon Office Solutions was contacted to determine their willingness to enter into this three-month piggyback. They have indicated in writing (attached) that they are willing to do so. The services covered under this contract are exempt from the competitive pricing requirements as outlined in DOE's Section 6A-1.012 (5). Under DOE's Rule 6A-1.012(5), the Board may make purchase at the unit prices in contracts awarded by other governmental agencies.

The estimated equipment needs and cost for copies and maintenance are as follows:  
Total quarterly lease amounts: \$150,000  
Total quarterly copy volume 25.5 million copies @ .0045 average cost per copy \$114,750

The estimated total three month expenditure based on the quantities listed above and the anticipated number of copies and lease amount is \$264,750.

Therefore, it is my recommendation that this piggyback renewal be approved with the company referenced above. The piggyback will cover the period of July 1, 2008 through September 30, 2008. Should you have any questions regarding this matter, please feel free to contact me at your earliest convenience.

KDG/sn