



District School Board of Pasco County

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638 • 813/ 794-2000

Heather Fiorentino, Superintendent

www.pasco.k12.fl.us

Department of Purchasing
Kendra Goodman, CPPB, Purchasing Agent
813/ 794-2222 Fax: 813/ 794-2111
727/ 774-2222 TDD: 813/ 794-2484
352/ 524-2222 e-mail: kgoodman@pasco.k12.fl.us

July 7, 2007

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Requesting Permission to Enter Into the Third Year of a Five-Year Contract
State Contract No. #250-00-03-1
Ikon Office Solutions-Third Year of a Five year Bid
Blanket Request \$68,184.00

The Purchasing Department is requesting permission to enter into the third year agreement of State Contract No. #250-00-03-1 for a Cannon IR110 Copier. The second year approval was granted on July 5, 2006.

The attached purchase order # 80000187 is for a 12-month lease for equipment and software. The unit price will remain firm for a period of 12-months, total cost will vary depending on total number of copies made. This request is being made in order to meet the needs and requirements for the District's Graphic Services Department on an "as needed" basis.

Should you have any questions or wish to discuss this matter further, please contact me at your convenience.

KDG/mk
Attachments