



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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Department of Purchasing
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July 16, 2007

MEMORANDUM

TO: Honorable Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

SUBJECT: RFP 06-026-AZ Structural Engineering
Third Year of a Three-Year Agreement
Williamson Dacar Associates

On July 25, 2006, official action (attached) was taken to award the above-referenced RFP to Williamson Dacar Associates for structural engineering services. This RFP is a three-year contract, renewable annually at the mutual agreement of the parties. The second year of the contract is due to expire on July 31, 2007.

Considering services have been satisfactory, the vendor was contacted to verify their willingness to enter into the second year of the agreement. They have indicated in writing (attached) that they are willing to do so. We are requesting permission to issue purchase orders to the firm on an as-needed basis. It is estimated that expenditures will not exceed \$750,000.

Therefore, it is my recommendation to enter into the third year of the agreement with the vendor noted above. The contract period will be August 1, 2007-July 31, 2008. Should you have any questions regarding this matter, please feel free to me at your earliest convenience.

KDG/sn

Attachments