



# District School Board of Pasco County

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Heather Fiorentino, Superintendent

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November 1, 2007

## MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Second Year Renewal of Three-Year Contract  
Bid # 07-083-GF: Lubricants  
Maintenance Department  
J. H. Williams Oil Company

On January 23, 2007, official action was taken to award the above-referenced bid to J. H. Williams Oil Company. The second year of the contract will expire on January 24, 2008.

Considering services have been satisfactory, Larry McGary, Commercial Sales Manager, J. H. Williams Oil Company, was contacted to verify his willingness to enter into the second year of the agreement. As such, J. H. Williams Oil Company has agreed in writing to enter into the second year of the contract.

At this time, it is my recommendation to enter into the second year of the agreement with J. H. Williams Oil Company. The second year of the contract will cover the period January 25, 2008 through January 24, 2009.

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

dsr

Attachment

Date/Time: November 14, 2007 09:29:00