



District School Board of Pasco County

20430 Gator Lane • Land O' Lakes, Florida 34638 • 813/ 794-2221

Heather Fiorentino, Superintendent

www.pasco.k12.fl.us

Department of Purchasing
Kendra Goodman, CPPB, Purchasing Agent
813/ 794-2221 Fax: 813/ 794-2111
727/ 774-2221 TDD: 813/ 794-2484
352/ 524-2221 e-mail: kgoodman@pasco.k12.fl.us

November 4, 2008

MEMORANDUM

TO: Honorable School Board Members
FROM: Kendra Goodman, CPPB, Purchasing Agent
RE: Paper Products-Warehouse Stock-Part III
Bid # 09-004-SN

At this time, we are requesting approval of Part III for the Paper Products-Warehouse Stock bid # 09-004-SN. This is an annual purchase for paper products to be stocked in the Central Warehouse for use throughout the District. All other recommendations for this bid have been board approved previously with the final group being forwarded for Board approval at this time. Funding for the requested expenditure will be General Funds.

Group XVI: File Folders-Assorted Colors

<u>Vendor</u>	<u>Manufacturer</u>	<u>Cost Per Box</u>	<u>Total for 1,500 Boxes</u>
Ace Office Supplies	UNV 10506	\$7.49	\$11,235
AFP Industries, Inc.	Oxford 152 1/3	\$8.59	\$12,885
Pyramid School Products	Oxford 152 1/3	\$8.54	\$12,810 ****
School Specialty	Essette 033803	\$13.01	\$19,515
Standard Stationary	Oxford 152 1/3	\$8.58	\$12,870

Recommend rejection of bid from Ace Office Supplies as UNV 10506 has been discontinued by the manufacturer. Recommend acceptance of bid from Pyramid School Products as lowest and best, responsive, responsible bid meeting written specifications. Total Savings of the recommendation is \$1,053. The savings was determined by averaging the five bids and subtracting from the recommended companies' pricing.

If you should have any questions regarding this matter, please contact me at your earliest convenience.

KDG/sn