



# District School Board of Pasco County

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Heather Fiorentino, Superintendent

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July 22, 2008

## **MEMORANDUM**

**TO:** Honorable School Board Members

**FROM:** Kendra Goodman, CPPB, Purchasing Agent

**SUBJECT:** One-Year Extension to Three-Year Contract  
Bid #06-043-DR, Bank Courier Services

On July 24, 2007, official action (attached) was taken to approve the third year of the above-referenced bid with Mid-Florida Armored. The Food & Nutrition Services Department (FNS) uses the services of this company for bank courier services at District schools and other District locations. The three-year contract is renewable annually at the mutual agreement of the parties, and can also be extended for one (1) additional term if it is in the District's best interest to do so. The current contract term will expire on August 5, 2008.

Ms. Nicole Westmoreland, FNS Coordinator, has confirmed that the services from Mid-Florida have been satisfactory. Mid-Florida has agreed to extend the contract under existing terms and conditions. The increased cost of fuel is being absorbed by the company, and will not be passed along to the District.

At this time we are asking for Board permission to extend the contract term for one (1) year, covering the period August 6, 2008 – August 5, 2009. FNS is also requesting permission to place a purchase order in the amount of \$124,000 to Mid-Florida, funded through FNS general funds. Should you have any questions or concerns, please feel free to contact me at your earliest convenience.

KDG/az  
Attachments