



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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Department of Purchasing
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August 19, 2008

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Request to Increase Total for Ikon Office Solutions Purchase Order

On July 22, 2008 Purchase Order # 80001072 was Board approved to cover the usage charges for Canon IR110 and Canon IR7105. The total expenditures with this company were estimated to be \$20,000. Due to the increased use of the above-reference copiers in the District Print Center, Jerry Maciaszek, Graphic Services Manager, is requesting School Board approval to increase the estimated total expenditures with Ikon Office Solutions for the one year term of July 2008 through June 30, 2008 from \$20,000 to \$25,000.

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

KDG/sn