

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 18, 2009

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Requesting Permission to Piggy-back 08-141-SN Elementary/Middle School Pictures

Cypress Elementary, Gulfside Elementary, Lake Myrtle Elementary, Mary Giella Elementary, Northwest Elementary, Oakstead Elementary,

Schrader Elementary, and Woodland Elementary

Bryn-Alan/Lifetouch

The attached piggyback request for the above-referenced schools to piggyback 08-141-SN Elementary/Middle School Pictures is being forwarded for your consideration and subsequent approval. This request is for the purchase of school pictures for the 2009-2010 school year. The vendor, Bryn-Alan/Lifetouch, is willing to honor all the terms and conditions of bid 08-141-SN for the schools requesting to piggyback (see attached). The funding source is internal funds.

At this time, it is my recommendation to approve the request for the above-referenced schools to piggyback bid #08-141-SN. The coverage period shall be from August 19, 2009 through August 16, 2010.

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

KDG/vj Attachments (8)

DATE/TIME:August12,200912:09:00