

District School Board of Pasco County

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638 • 813/794-2000

Heather Fiorentino, Superintendent

www.pasco.k12.fl.us

Department of Purchasing

Kendra Goodman, CPPO, CPPB, Purchasing Agent

813/ 794-2221 727/ 774-2221 Fax: 813/794-2111 TDD: 813/794-2484

352/ 524-2221

e-mail: kgoodman@pasco.k12.fl.us

July 26, 2011

MEMORANDUM

TO:

Honorable School Board Members

FROM:

Kendra Goodman, CPPO, CPPB, Purchasing Agent

RE:

Mail Services - Postage Food & Nutrition Services Purchase Order 20000283

The above-referenced purchase order issued to the U. S. Post office totaling \$345,000 is being forwarded for your consideration and subsequent approval. This request is for postage for July, 2011 through June 30, 2012.

Per DOE Rule 6A-1.012 (7), the requirement for requesting bids from three (3) or more sources is hereby waived as the services are being purchased directly from a governmental agency.

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.

KDG/dr

Attachments

Date/Time: July 19, 2011 11:30:00



District School Board of Pasco County

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638 • 813/794-2000

Heather Fiorentino, Superintendent

www.pasco.k12.fl.us

Food and Nutrition Services Richard P. Kurtz, Director

813/794-2440 I 727/774-2440

352/524-2440

Fax: 813/794-2118 TDD: 813/794-2484 rkurtz@pasco.k12.fl.us MEMORANDUM FNS-001-12

July 5, 2011

TO:

Kendra Goodman, Purchasing Agent

FROM:

Richard P. Kurtz, Director

Food, Nutrition and Distribution Services

SUBJECT: MAIL

MAIL SERVICES - POSTAGE

Please authorize the approval for the 2011-2012 school year's postage in the amount of \$350,000.

Per DOE Rule 6A-1.102 (7), the requirement for requesting bids from three (3) or more sources is hereby waived as the services are being purchased directly from a governmental agency.

Should you have any questions or concerns, please feel free to contact me at extension 42436.

RPK/jam

20430 GATOR LANE LAND O' LAKES, FL 34638 PHONE: 813.794.2221

FAX: 813.794.2111

INVOICE IN TRIPLICATE

INCLUDING THIS PURCHASE ORDER NUMBER TO:

District School Board of Pasco County Accounts Payable

7227 Land O Lakes Blvd

FL 34638 Land O Lakes

Telephone

813/794-2290

VENDOR

U S POST OFFICE

PURCHASE ORDER NUMBER

20000283

A TAXPAYER IDENTIFICATION NUMBER CERTIFICATION FORM WITH THE VENDOR'S CURRENT EMPLOYER INDENTIFICATION NUMBER OR SOCIAL SECURITY NUMBER MUST BE ON FILE WITH THE PURCHASING DEPARTMENT OR THE PAYMENT WILL NOT BE ISSUED.

Reasonable cost changes may be permitted, provided they are not on a blanket purchase order, bid, quote or contracted item, but must not exceed 5% of the total order without prior approval in writing from the Purchasing Department. We reserve the right to retain any and all shipped merchandise and to deny payment for any charges that are contrary to an awarded contract of this or another governmental agency, or that are beyond the aforementioned 5%.

SHIP TO F.O.B. DESTINATION

Mail Services

7227 Land O' Lakes Blvd

Land O' Lakes

FL 34638

CALES TAY

PAGE ____1_ OF ___1_

	DATE PRINTED ORDERED BY/DEPA		ARTMENT		CLASS ITEM NO.	FEDERAL EMPLOYER ID NO.	SALES TAX EXEMPTION NO.
07	07/06/11 RICK BARTZ/MAB				96224	59-6000792	85-8013921275C-1
SEQ		DESCRIPTION	PCSB ITEM	QTY	UNIT	UNIT PRICE	EXTENDED AMOUNT
001	POSTAGE	F PURCHASE ORDER FOR E D11 - JUNE 30, 2012		1	EACH	345,000.0000	345,000.00
	SOLE SO	TERMS & CONDITIONS * * * DURCE - RULE DOE 6A-1.012 eference number changed t	(7); effect 5 6A-1.012(ive 2/25/ 11)(b)	2009	•	345,000.00
	PAS	ent ID #A1349 exceed \$345,000.00 CO SCHOOL BOARD USE ONLY 52.0202.0370.7760.0000 ACCT TOTAL * *				·	345,000.00 345,000.00
		R: 9052 20001 BR: V0000002592					

INFORMATION ON REVERSE

1 - VENDOR COPY

20430 GATOR LANE LAND O' LAKES, FL 34638

PHONE: 813.794.2221

FAX: 813.794.2111

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FEDERAL

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CLASS

Mail Services

7227 Land O' Lakes Blvd

Land O' Lakes

FL 34638

SALES TAX

	DATE PRINTED	ORDERED BY/DEP	ARTMENT		ITEM NO.	EMPLOYER ID NO.	EXEMPTION NO.
07	/06/11	RICK BARTZ/MAB			96224	59-6000792	85-8013921275C-1
SEQ		DESCRIPTION	PCSB ITEM	QTY	UNIT	UNIT PRICE	EXTENDED AMOUNT
001	POSTAGE	PURCHASE ORDER FOR 011 - JUNE 30, 2012		1	EACH	345,000.0000	345,000.00
	SOLE SO	FITEM TOTAL * * * TERMS & CONDITIONS * * * DURCE - RULE DOE 6A-1.012 eference number changed t	(7); effect 5 6A-1.012(ive 2/25/ 11)(b)	2009		345,000.00
	* * * Equipme Not to *PASO 110.905 * * PASO						345,000.00 345,000.00

Lendra Drodman PURCHASING/AGENT/S/

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DATE PRINTED ORDERE		ORDERED BY/DEP.	EPARTMENT		CLASS ITEM NO.	FEDERAL EMPLOYER ID NO.	SALES TAX EXEMPTION NO.
07/06/11 RICK BARTZ/MAB					96224	59-6000792	85-8013921275C-1
SEQ	SEQ DESCRIPTION		PCSB ITEM	QTY	UNIT	UNIT PRICE	EXTENDED AMOUNT
001	POSTAGE	PURCHASE ORDER FOR 11 - JUNE 30, 2012		1	EACH	345,000.0000	345,000.00
	* * * * 7	TERMS & CONDITIONS * * *		L. L			345,000.00
	SOLE SO	DURCE - RULE DOE 6A-1.012 eference number changed t	(7); effect o 6A-1.012(ive 2/25/ 11)(b)	2009		
	* * *	NOTES * * *					
		ent ID #A1349 exceed \$345,000.00					
	PAS	CO SCHOOL BOARD USE ONLY		<u> </u>			
	110.90!	52.0202.0370.7760.0000					345,000.00
	* * ;	ACCT TOTAL * *					345,000.00
		R: 9052 20001 BR: V0000002592					HANNETT
<u></u>							

Hudra Drodman PURCHASING/AGENT/S/

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07,	/06/11	RICK BARTZ/MAB			96224	59-6000792	85-8013921275C-1
SEQ		DESCRIPTION	PCSB ITEM	QTY	UNIT	UNIT PRICE	EXTENDED AMOUNT
001	POSTAGE	F PURCHASE ORDER FOR 311 - JUNE 30, 2012		1	EACH	345,000.0000	345,000.00
	* * * * To solve the solve	ent ID #A1349	(7); effect o 6A-1.012(ive 2/25/ 11)(b)	2009		345,000.00
	PAS	exceed \$345,000.00 CO SCHOOL BOARD USE ONLY 52.0202.0370.7760.0000 ACCT TOTAL * * R: 9052 20001 BR: V0000002592			- Company - Comp		345,000.00 345,000.00

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	DATE PRINTED OR		BY/DEPARTMENT		CLASS ITEM NO.	FEDERAL . EMPLOYER ID NO.	SALES TAX EXEMPTION NO.
07/0	07/06/11 RICK BARTZ/MAB				96224	59-6000792	85-8013921275C-1
SEQ	241	DESCRIPTION	PCSB ITEM	QTY	UNIT	UNIT PRICE	EXTENDED AMOUNT
	POSTAGE	PURCHASE ORDER FOR 11 - JUNE 30, 2012		1	EACH	345,000.0000	345,000.00
	* * * * * * * * T SOLE SC rule re * * * Equipme Not to *PASC 110.905 * * #	TERM TOTAL * * * TERMS & CONDITIONS * * * DURCE - RULE DOE 6A-1.012 eference number changed t	o 6A-1.012(2009		345,000.00 345,000.00 345,000.00

RECEIVING INFORMATION

FOR PARTIAL PAYMENTS:

5 – INVOICE AND RECEIVING COPY

1. Make photo copy of this sheet
2. Indicate items received

3. Date and sign

4. Submit to Accounts Payable

AUTHORIZED FOR PAYMENT BY

DATE