



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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Department of Purchasing
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January 17, 2006

MEMORANDUM

TO: Honorable Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Requesting Permission to “Piggy-Back” Miami Dade College
RFP 2003-10-18 Quick Copy Center Equipment/Services
Blanket Request \$15,000

The Purchasing Department is requesting blanket approval to “piggy-back” onto the Miami Dade College RFP 2003-10-18 for Quick Copy Center Equipment/Services in an amount up to \$15,000 for copy equipment and services through December 31, 2006. The unit price listed as \$0.05 will remain firm, however the total dollar amount will vary depending on the Districts usage. This request is replacing the current RICOH purchase order due to performance and service issues with RICOH. This request is being made in order to meet the needs and requirements for the Districts Graphic Services Department on an “as needed” basis. IKON was contacted to verify their willingness to extend the Miami Dade College RFP. They have agreed to do so – see attached.

Should you have any questions or wish to discuss this matter further, please contact me at your convenience.

KDG/mk
Attachment (1)