



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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Department of Purchasing
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September 23, 2005

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Second Year Renewal of Three-Year Contract
Bid #05-061-LR, McQuay Factory Chiller Service and OEM Parts
Maintenance Department
McQuay Service

On November 2, 2004, official action (attached) was taken to award the above-referenced bid to McQuay Service. This bid is a three-year contract, renewable annually based upon mutual consent of both parties. The first year of the agreement will expire on November 6, 2005.

Considering services have been satisfactory, Patrick Hanley, Service Center Manager, McQuay Service was contacted to verify their willingness to enter into the second year of the agreement. As such, Patrick Hanley has agreed, in writing (attached), to enter into the second year of the contract.

Therefore, at this time, it is my recommendation to enter into the second year of the agreement with McQuay Service. The second year of the contract will cover the period of November 7, 2005 through November 6, 2006. 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/lmr

Attachments (3)