



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 27, 2005

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Steve Ward & Associates
Purchase Order #60005738

The attached purchase order with Steve Ward & Associates is being forwarded for your consideration and subsequent approval. This request is for the purchase of lockers to be installed at Zephyrhills High School.

Under the Department of Education Rule 6A-1.012(5), the Board may make purchases at the unit prices in contracts awarded by other governmental agencies. Considering a competitive process was conducted through the Putnam County School Board that resulted in an award for these lockers and the successful vendor, Steve Ward & Associates is willing to extend this bid, it is my recommendation to “piggy-back” the Putnam County School Board Bid #54-018113.

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.

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Attachment (3)

