



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 20, 2005

MEMORANDUM

TO: Honorable Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Second Year Renewal of Three-Year Contract
Bid # 05-073-SS Incidental/Novelty – Classroom Incentives
Oriental Trading Company

On February 1, 2005, the above-referenced bid was awarded to Oriental Trading Company for classroom incentives. This is a three-year contract renewable annually by mutual consent of all parties on an “as needed” basis. The first year of the agreement will expire on February 5, 2006.

Considering services have been satisfactory, Oriental Trading Company was contacted to verify their willingness to enter the second-year of the agreement. They have agreed to do so- see attached.

At this time it is my recommendation to enter into the second year of the agreement which will commence on February 6, 2006 and expire on February 5, 2007.

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/sw

Attachments (7)

Date/Time: