



# District School Board of Pasco County

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Heather Fiorentino, Superintendent

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December 13, 2005

## **MEMORANDUM**

**TO:** Honorable Board Members

**FROM:** Kendra Goodman, CPPB, Purchasing Agent

**RE:** Direct Negotiation #05-082-DN Diplomas  
"As Needed" - Secondary Schools  
Second Year Renewal of Three-Year Agreement

On March 16, 2005, the above-referenced bid was awarded to Herff Jones for diplomas for secondary schools. This is a three-year agreement, renewable annually based upon mutual agreement of both parties. The first year of the contract will expire on March 15, 2005.

Considering services have been satisfactory, Herff Jones was contacted to verify their willingness to enter into the second year of the agreement. Herff Jones has agreed to do so -- see attached correspondence.

At this time, it is my recommendation to enter into the second year of the agreement. The second year of the contract will begin on March 16, 2006 and expire on March 15, 2007. Should you have any questions or wish to discuss this matter further, please contact me at your convenience

KDG/mk

Attachments (4)