



# District School Board of Pasco County

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638 • 813/ 794-2000

Heather Fiorentino, Superintendent

[www.pasco.k12.fl.us](http://www.pasco.k12.fl.us)

Department of Purchasing  
Kendra Goodman, CPPO, CPPB, Purchasing Agent  
813/ 794-2221 Fax: 813/ 794-2111  
727/ 774-2221 TDD: 813/ 794-2484  
352/ 524-2221 e-mail: [kgoodman@pasco.k12.fl.us](mailto:kgoodman@pasco.k12.fl.us)

August 16, 2011

## MEMORANDUM

**TO:** Honorable School Board Members

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

**RE:** McGraw-Hill/Contemporary  
Purchase Order # 20001489-20001496

The above-referenced purchase orders with McGraw-Hill/Contemporary totaling \$105,281.38 are being forwarded for your consideration and subsequent approval. This request is for the purchase of marine biology books for the high schools as this is a new adoption year and the textbooks are not available through Florida School Book Depository. Additional high schools are requesting permission to place purchase orders totaling \$140,000. The above-referenced textbooks are a sole source as McGraw-Hill/Contemporary is the sole supplier of these textbooks. The textbooks covered under this contract are exempt from the competitive pricing requirements as outlined in DOE's Section 6A-1.012(7).

It is my recommendation that the Board approve the attached purchase orders to McGraw-Hill/Contemporary totaling \$105,281.38 and additional purchase orders totaling \$140,000. Due to the dollar amount exceeding \$50,000, the orders are being presented for your approval.

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

KDG/sb

**DISTRICT SCHOOL BOARD OF PASCO COUNTY**  
**PURCHASING DEPARTMENT**  
**20430 GATOR LANE LAND O' LAKES, FL 34638**  
**PHONE: 813.794.2221 FAX: 813.794.2111**

PURCHASE ORDER NUMBER 20001489 PAGE 1 OF 1

**INVOICE IN TRIPLICATE**  
 INCLUDING THIS PURCHASE ORDER NUMBER TO:  
 District School Board of Pasco County  
 Accounts Payable  
 7227 Land O Lakes Blvd  
 Land O Lakes FL 34638  
 Telephone 813/794-2290

**A TAXPAYER IDENTIFICATION NUMBER CERTIFICATION FORM WITH THE VENDOR'S CURRENT EMPLOYER IDENTIFICATION NUMBER OR SOCIAL SECURITY NUMBER MUST BE ON FILE WITH THE PURCHASING DEPARTMENT OR THE PAYMENT WILL NOT BE ISSUED.**

Reasonable cost changes may be permitted, provided they are not on a blanket purchase order, bid, quote or contracted item, but must not exceed 5% of the total order without prior approval in writing from the Purchasing Department. We reserve the right to retain any and all shipped merchandise and to deny payment for any charges that are contrary to an awarded contract of this or another governmental agency, or that are beyond the aforementioned 5%.

**VENDOR**  
 MCGRAW-HILL/CONTEMPORARY  
 PO BOX 545  
 BLACKLICK OH 43004-0545

**SHIP TO F.O.B. DESTINATION**  
 Fivay High School  
 12115 Chicago Avenue  
 Hudson FL 34669

DATE PRINTED	ORDERED BY/DEPARTMENT	CLASS ITEM NO.	FEDERAL EMPLOYER ID NO.	SALES TAX EXEMPTION NO.
07/28/11	Marine Biology	71510	59-6000792	85-8013921275C-1

SEQ	DESCRIPTION	PCSB ITEM	QTY	UNIT	UNIT PRICE	EXTENDED AMOUNT
001	Instructional materials as per listed -- textbooks		1	BDLE	8,775.0000	8,775.00
002	Estimated shipping		1	EACH	369.6500	369.65
	* * * ITEM TOTAL * * *					9,144.65
	* * * TERMS & CONDITIONS * * *					
	AS PER ATTACHED					
	All free Items/Materials become the property of the District School Board of Pasco County.					
	SOLE SOURCE - RULE DOE 6A-1.012(7); effective 2/25/2009 rule reference number changed to 6A-1.012(11) (b)					
	* * * NOTES * * *					
	Sales Order #22905754					
	*PASCO SCHOOL BOARD USE ONLY*					
	110.0114.2155.0520.5000.0000					9,144.65
	* * ACCT TOTAL * *					9,144.65
	REQ NBR: 9240 20295 VNDR NBR: V0000047292					

INFORMATION ON REVERSE  
 1 - VENDOR COPY

*Kendra Brodman*  
 PURCHASING/AGENT/S/

**DISTRICT SCHOOL BOARD OF PASCO COUNTY  
PURCHASING DEPARTMENT  
20430 GATOR LANE LAND O' LAKES, FL 34638  
PHONE: 813.794.2221 FAX: 813.794.2111**

**PURCHASE ORDER NUMBER**

20001490

PAGE 1 OF 1

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District School Board of Pasco County  
Accounts Payable  
7227 Land O Lakes Blvd  
Land O Lakes FL 34638  
Telephone 813/794-2290

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**VENDOR**

MCGRAW-HILL/CONTEMPORARY  
PO BOX 545  
BLACKLICK OH 43004-0545

**SHIP TO F.O.B. DESTINATION**

Gulf High School  
5355 School Road  
New Port Richey FL 34652

DATE PRINTED	ORDERED BY/DEPARTMENT	CLASS ITEM NO.	FEDERAL EMPLOYER ID NO.	SALES TAX EXEMPTION NO.
07/28/11	Marine Biology	71510	59-6000792	85-8013921275C-1

SEQ	DESCRIPTION	PCSB ITEM	QTY	UNIT	UNIT PRICE	EXTENDED AMOUNT
001	Instructional materials as per listed -- textbooks		1	BDLE	12,870.0000	12,870.00
002	Estimated shipping		1	EACH	520.8100	520.81
	* * * ITEM TOTAL * * *					13,390.81
	* * * TERMS & CONDITIONS * * *					
	AS PER ATTACHED					
	All free Items/Materials become the property of the District School Board of Pasco County.					
	SOLE SOURCE - RULE DOE 6A-1.012(7); effective 2/25/2009 rule reference number changed to 6A-1.012(11)(b)					
	* * * NOTES * * *					
	Sales Order #22905904					
	*PASCO SCHOOL BOARD USE ONLY*					
	110.0331.2155.0520.5100.0000					13,390.81
	* * ACCT TOTAL * *					13,390.81
	REQ NBR: 9240 20296 VNDR NBR: V0000047292					

INFORMATION ON REVERSE

1 - VENDOR COPY

*Kendra Brodman*  
PURCHASING AGENT/S/

**DISTRICT SCHOOL BOARD OF PASCO COUNTY  
PURCHASING DEPARTMENT  
20430 GATOR LANE LAND O' LAKES, FL 34638  
PHONE: 813.794.2221 FAX: 813.794.2111**

**PURCHASE ORDER NUMBER**

PAGE 1 OF 1

20001491

**INVOICE IN TRIPLICATE**

INCLUDING THIS PURCHASE ORDER NUMBER TO:

District School Board of Pasco County  
Accounts Payable  
7227 Land O Lakes Blvd  
Land O Lakes FL 34638  
Telephone 813/794-2290

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**VENDOR**

MCGRAW-HILL/CONTEMPORARY  
PO BOX 545  
BLACKLICK OH 43004-0545

**SHIP TO F.O.B. DESTINATION**

Hudson High School  
14410 Cobra Way  
Hudson FL 34669

DATE PRINTED	ORDERED BY/DEPARTMENT	CLASS ITEM NO.	FEDERAL EMPLOYER ID NO.	SALES TAX EXEMPTION NO.
07/28/11	Marine Biology	71510	59-6000792	85-8013921275C-1

SEQ	DESCRIPTION	PCSB ITEM	QTY	UNIT	UNIT PRICE	EXTENDED AMOUNT
001	Instructional materials as per listed -- textbooks		1	BDLE	17,550.0000	17,550.00
002	Estimated shipping		1	EACH	686.5600	686.56
	* * * ITEM TOTAL * * *					18,236.56
	* * * TERMS & CONDITIONS * * *					
	AS PER ATTACHED					
	All free Items/Materials become the property of the District School Board of Pasco County.					
	SOLE SOURCE - RULE DOE 6A-1.012(7); effective 2/25/2009 rule reference number changed to 6A-1.012(11)(b)					
	* * * NOTES * * *					
	Sales Order #22906040					
	*PASCO SCHOOL BOARD USE ONLY*					
	110.0521.2155.0520.5000.0000					18,236.56
	* * ACCT TOTAL * *					18,236.56
	REQ NBR: 9240 20297 VNDR NBR: V0000047292					

INFORMATION ON REVERSE

1 - VENDOR COPY

*Kendra Brodman*  
PURCHASING/AGENT/S/

**DISTRICT SCHOOL BOARD OF PASCO COUNTY  
PURCHASING DEPARTMENT  
20430 GATOR LANE LAND O' LAKES, FL 34638  
PHONE: 813.794.2221 FAX: 813.794.2111**

**PURCHASE ORDER NUMBER** PAGE 1 OF 1  
20001492

**INVOICE IN TRIPLICATE**  
INCLUDING THIS PURCHASE ORDER NUMBER TO:  
District School Board of Pasco County  
Accounts Payable  
7227 Land O Lakes Blvd  
Land O Lakes FL 34638  
Telephone 813/794-2290

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**VENDOR**  
MCGRAW-HILL/CONTEMPORARY  
PO BOX 545  
BLACKLICK OH 43004-0545

**SHIP TO** F.O.B. DESTINATION  
Land O' Lakes High School  
20325 Gator Lane  
Land O' Lakes FL 34638

DATE PRINTED	ORDERED BY/DEPARTMENT	CLASS ITEM NO.	FEDERAL EMPLOYER ID NO.	SALES TAX EXEMPTION NO.
07/28/11	Marine Biology	71510	59-6000792	85-8013921275C-1

SEQ	DESCRIPTION	PCSB ITEM	QTY	UNIT	UNIT PRICE	EXTENDED AMOUNT
001	Instructional materials as per listed -- textbooks		1	BDLE	15,795.0000	15,795.00
002	Estimated shipping		1	EACH	624.4100	624.41
	* * * ITEM TOTAL * * *					16,419.41
	* * * TERMS & CONDITIONS * * *					
	AS PER ATTACHED					
	All free Items/Materials become the property of the District School Board of Pasco County.					
	SOLE SOURCE - RULE DOE 6A-1.012(7); effective 2/25/2009 rule reference number changed to 6A-1.012(11)(b)					
	* * * NOTES * * *					
	Sales Order #22906084					
	*PASCO SCHOOL BOARD USE ONLY*					
	110.0801.2155.0520.5000.0000					16,419.41
	* * ACCT TOTAL * *					16,419.41
	REQ NBR: 9240 20298 VNDR NBR: V0000047292					

**INFORMATION ON REVERSE**  
1 - VENDOR COPY

*Kendra Bradman*  
PURCHASING/AGENT/S/

**DISTRICT SCHOOL BOARD OF PASCO COUNTY  
PURCHASING DEPARTMENT  
20430 GATOR LANE LAND O' LAKES, FL 34638  
PHONE: 813.794.2221 FAX: 813.794.2111**

**PURCHASE ORDER NUMBER**  
20001493

**INVOICE IN TRIPLICATE**  
INCLUDING THIS PURCHASE ORDER NUMBER TO:  
District School Board of Pasco County  
Accounts Payable  
7227 Land O Lakes Blvd  
Land O Lakes FL 34638  
Telephone 813/794-2290

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**VENDOR**  
MCGRAW-HILL/CONTEMPORARY  
PO BOX 545  
BLACKLICK OH 43004-0545

**SHIP TO F.O.B. DESTINATION**  
J. W. Mitchell High School  
2323 Little Road  
New Port Richey FL 34655

DATE PRINTED	ORDERED BY/DEPARTMENT	CLASS ITEM NO.	FEDERAL EMPLOYER ID NO.	SALES TAX EXEMPTION NO.
07/28/11	Marine Biology	71510	59-6000792	85-8013921275C-1

SEQ	DESCRIPTION	PCSB ITEM	QTY	UNIT	UNIT PRICE	EXTENDED AMOUNT
001	Instructional materials as per listed -- textbooks		1	BDLE	4,680.0000	4,680.00
002	Estimated shipping		1	EACH	215.0700	215.07
	* * * ITEM TOTAL * * *					4,895.07
	* * * TERMS & CONDITIONS * * *					
	AS PER ATTACHED					
	All free Items/Materials become the property of the District School Board of Pasco County.					
	SOLE SOURCE - RULE DOE 6A-1.012(7); effective 2/25/2009 rule reference number changed to 6A-1.012(11) (b)					
	* * * NOTES * * *					
	Sales Order #22906495					
	*PASCO SCHOOL BOARD USE ONLY*					
	110.0073.2155.0520.5000.0000					4,895.07
	* * ACCT TOTAL * *					4,895.07
	REQ NBR: 9240 20299 VNDR NBR: V0000047292					

INFORMATION ON REVERSE  
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*Kendra Brodman*  
PURCHASING AGENT/S/

**DISTRICT SCHOOL BOARD OF PASCO COUNTY  
PURCHASING DEPARTMENT  
20430 GATOR LANE LAND O' LAKES, FL 34638  
PHONE: 813.794.2221 FAX: 813.794.2111**

**PURCHASE ORDER NUMBER**

PAGE 1 OF 1

20001494

**INVOICE IN TRIPLICATE**

INCLUDING THIS PURCHASE ORDER NUMBER TO:

District School Board of Pasco County  
Accounts Payable  
7227 Land O Lakes Blvd  
Land O Lakes FL 34638  
Telephone 813/794-2290

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**VENDOR**

MCGRAW-HILL/CONTEMPORARY  
PO BOX 545  
BLACKLICK OH 43004-0545

**SHIP TO F.O.B. DESTINATION**

Ridgewood High School  
7650 Orchid Lake Road  
New Port Richey FL 34653

DATE PRINTED	ORDERED BY/DEPARTMENT	CLASS ITEM NO.	FEDERAL EMPLOYER ID NO.	SALES TAX EXEMPTION NO.
07/28/11	Marine Biology	71510	59-6000792	85-8013921275C-1

SEQ	DESCRIPTION	PCSB ITEM	QTY	UNIT	UNIT PRICE	EXTENDED AMOUNT
001	Instructional materials as per listed -- textbooks		1	BDLE	8,775.0000	8,775.00
002	Estimated shipping		1	EACH	369.6500	369.65
	* * * ITEM TOTAL * * *					9,144.65
	* * * TERMS & CONDITIONS * * *					
	AS PER ATTACHED					
	All free Items/Materials become the property of the District School Board of Pasco County.					
	SOLE SOURCE - RULE DOE 6A-1.012(7); effective 2/25/2009 rule reference number changed to 6A-1.012(11)(b)					
	* * * NOTES * * *					
	Sales Order #22906645					
	*PASCO SCHOOL BOARD USE ONLY*					
	110.0931.2155.0520.5000.0000					9,144.65
	* * ACCT TOTAL * *					9,144.65
	REQ NBR: 9240 20301 VNDR NBR: V0000047292					

INFORMATION ON REVERSE

1 - VENDOR COPY

*Kendra Brodman*  
PURCHASING/AGENT/S/

**DISTRICT SCHOOL BOARD OF PASCO COUNTY  
PURCHASING DEPARTMENT  
20430 GATOR LANE LAND O' LAKES, FL 34638  
PHONE: 813.794.2221 FAX: 813.794.2111**

**PURCHASE ORDER NUMBER**

20001495

PAGE 1 OF 1

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District School Board of Pasco County  
Accounts Payable  
7227 Land O Lakes Blvd  
Land O Lakes FL 34638  
Telephone 813/794-2290

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**VENDOR**

MCGRAW-HILL/CONTEMPORARY  
PO BOX 545  
BLACKLICK OH 43004-0545

**SHIP TO F.O.B. DESTINATION**

River Ridge High School  
11646 Town Center Road  
New Port Richey FL 34654

DATE PRINTED	ORDERED BY/DEPARTMENT	CLASS ITEM NO.	FEDERAL EMPLOYER ID NO.	SALES TAX EXEMPTION NO.
07/28/11	Marine Biology	71510	59-6000792	85-8013921275C-1

SEQ	DESCRIPTION	PCSB ITEM	QTY	UNIT	UNIT PRICE	EXTENDED AMOUNT
001	Instructional materials as per listed -- textbooks		1	BDLE	14,040.0000	14,040.00
002	Estimated shipping		1	EACH	562.2400	562.24
	* * * ITEM TOTAL * * *					14,602.24
	* * * TERMS & CONDITIONS * * *					
	AS PER ATTACHED					
	All free Items/Materials become the property of the District School Board of Pasco County.					
	SOLE SOURCE - RULE DOE 6A-1.012(7); effective 2/25/2009 rule reference number changed to 6A-1.012(11)(b)					
	* * * NOTES * * *					
	Sales Order #22906740					
	*PASCO SCHOOL BOARD USE ONLY*					
	110.0471.2155.0520.5000.0000					14,602.24
	* * ACCT TOTAL * *					14,602.24
	REQ NBR: 9240 20302 VNDR NBR: V0000047292					

INFORMATION ON REVERSE

1 - VENDOR COPY

*Kendra Bradman*  
PURCHASING AGENT/S/



**DISTRICT SCHOOL BOARD OF PASCO COUNTY  
PURCHASING DEPARTMENT  
20430 GATOR LANE LAND O' LAKES, FL 34638  
PHONE: 813.794.2221 FAX: 813.794.2111**

PURCHASE ORDER NUMBER 20001496 PAGE 1 OF 1

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Accounts Payable  
7227 Land O Lakes Blvd  
Land O Lakes FL 34638  
Telephone 813/794-2290

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**VENDOR**  
MCGRAW-HILL/CONTEMPORARY  
PO BOX 545  
BLACKLICK OH 43004-0545

**SHIP TO** F.O.B. DESTINATION  
Sunlake High School  
3023 Sunlake Blvd  
Land O' Lakes FL 34638

DATE PRINTED	ORDERED BY/DEPARTMENT	CLASS ITEM NO.	FEDERAL EMPLOYER ID NO.	SALES TAX EXEMPTION NO.
07/28/11	Marine Biology	71510	59-6000792	85-8013921275C-1

SEQ	DESCRIPTION	PCSB ITEM	QTY	UNIT	UNIT PRICE	EXTENDED AMOUNT
001	Instructional materials as per listed -- textbooks		1	BDLE	18,720.0000	18,720.00
002	Estimated shipping		1	EACH	727.9900	727.99
	* * * ITEM TOTAL * * *					19,447.99
	* * * TERMS & CONDITIONS * * *					
	AS PER ATTACHED					
	All free Items/Materials become the property of the District School Board of Pasco County.					
	SOLE SOURCE - RULE DOE 6A-1.012(7); effective 2/25/2009 rule reference number changed to 6A-1.012(11)(b)					
	* * * NOTES * * *					
	Sales Order #22906834					
	*PASCO SCHOOL BOARD USE ONLY*					
	110.0101.2155.0520.5000.0000					19,447.99
	* * ACCT TOTAL * *					19,447.99
	REQ NBR: 9240 20303 VNDR NBR: V0000047292					

INFORMATION ON REVERSE  
1 - VENDOR COPY

*Kendra Bradman*  
PURCHASING/AGENT/S/