

January 4, 2001

Financial Affairs
Richard H. Hinds, Chief Financial Officer

SUBJECT: RENEW BID #064-ZZ09 - DISPOSABLE SECURITY ENVELOPES

The purpose of this bid, opened on November 30, 1999, was to establish a contract, to purchase, at a firm unit price, quantities, as may be required, of disposable security envelopes, for Stores and Mail Distribution stock. The terms of agreement, as contained in the subject bid, awarded by the Board on February 9, 2000, provided, that by mutual agreement between the successful vendor and The School Board of Miami-Dade County, Florida, the contract may be renewed for two (2) additional one (1) year periods. The contract is currently in its initial year. The awardee has agreed to renew for the first one (1) year renewal period, by letter, on file. It is considered to be in the best interest of the Board to renew this bid, for an additional one (1) year period, at the current prices, to benefit from fixed prices, during the next twelve (12) months, inasmuch as the Consumer Price Index (CPI), as of October 2000, indicated an increase of 3.4%.

Fund Source
0100-General

M/WBE Eligibility
African American Male-\$18,823

RECOMMENDED: That The School Board of Miami-Dade County, Florida, **RENEW** Bid #064-ZZ09 - DISPOSABLE SECURITY ENVELOPES, to purchase, at a firm unit price, quantities, as may be required, of disposable security envelopes, for Stores and Mail Distribution stock, during the term of the bid, effective February 9, 2001, through February 8, 2002, as follows:

1. **BIKO ENGINEERING SERVICES, INC.**
P.O. BOX 522
HERNANDO, FL 34442-0522 ESTIMATE \$18,823
OWNER: RUBEN MEYERS, PRESIDENT (AM)

Low Unit Price: Item 1 - Disposable security envelopes @
\$64.17 per 500 units.

(First Annual Renewal and Second Year of Contract)

2. Authorize the Bureau of Procurement and Materials Management to purchase up to the total estimated amount of \$18,823.

RHH/mjf