

August 9, 2002

Financial Affairs
Richard H. Hinds, Chief Financial Officer

SUBJECT: EXTEND AND CORRECT CONTRACT NO. 203-AA01 – MAIL-SORTING SERVICE

COMMITTEE: FINANCIAL AFFAIRS

The purpose of the bid, opened on July 19, 2001, was to establish a contract, at a fixed percentage rebate on the resulting postage savings, for the metering, presorting and commingling of the outgoing mail of The School Board of Miami-Dade County, Florida. The terms of agreement, as contained in the contract, awarded by the Board on August 22, 2001, provided, that by mutual agreement between the successful vendor and The School Board of Miami-Dade County, Florida, the contract may be extended for two (2) additional one (1) year periods. The contract is currently in its initial year. The awardee has agreed to extend for the first one (1) year extension period, by letter, on file. It is considered to be in the best interest of the Board to extend this contract, 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 March 2002, indicated an increase of 1.5%. The award reflects a correction of award for this item to 81.9%. The original award figure was transposed by staff.

Fund Source
0100 - General

M/WBE Eligibility
None

RECOMMENDED: That The School Board of Miami-Dade County, Florida, **EXTEND AND CORRECT** Contract No. 203-AA01 – MAIL-SORTING SERVICE, to establish a contract, at a fixed percentage rebate on the resulting postage savings, for the metering, presorting and commingling of the outgoing mail of The School Board of Miami-Dade County, Florida, during the term of the contract, effective September 1, 2002, through August 31, 2003, as follows:

1. ARROWMAIL PRESORT COMPANY, INC.
8345 N.W. 74 STREET
MIAMI, FL 33166 ESTIMATE \$40,443.22
OWNER: RAUL ESCHARTE, VICE PRESIDENT

Item 1 – Highest Percentage Rebate Offered Meeting
Specifications – Mail-Sorting Service @ 81.9%.

(First Annual Extension and Second Year of Contract)

2. Authorize Procurement and Materials Management to purchase up to the total estimated amount of \$40,443.22.

RHH/mh