

Financial Affairs
Richard H. Hinds, Chief Financial Office

**SUBJECT: EXTEND CONTRACT NO. 110-AA09 – PRINTING OF STUDENT
CASE MANAGEMENT FORMS**

COMMITTEE: BUSINESS AND FINANCIAL SERVICES

The purpose of the bid, opened on February 27, 2001, was to establish a contract, to purchase, at firm unit prices, quantities, as may be required, of the printing of student case management forms, for Stores and Mail Distribution stock. The terms of agreement, as contained in the contract, awarded by the Board on May 16, 2001, and extended on April 17, 2002, 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 first extension period. The awardee has agreed to extend for the second 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 (1) one year period, at the current price, to benefit from fixed prices, during the next twelve (12) months, inasmuch as the Consumer Price Index (CPI), as of December 2002, indicated an increase of 2.4%.

Fund Source
0100-General

M/WBE Eligibility
None

RECOMMENDED: That The School Board of Miami-Dade County, Florida, **EXTEND** Contract No. 110-AA09 – PRINTING OF STUDENT CASE MANAGEMENT FORMS, to purchase, at firm unit prices, quantities, as may be required, of the printing of student case management forms, for Stores and Mail Distribution stock, during the term of the contract, effective May 16, 2003, through May 15, 2004, as follows:

1. BEST FORMS AND LABEL PRINTING
8630 N.W. 4 STREET
PEMBROKE PINES, FL 33024 ESTIMATE \$69,108.60
OWNER: JAMES J. OLDER, PRESIDENT

Low Unit Price: Items 1 and 2.

Item 1 – Student case management form FM-2981@
\$57.42 per 1000.

Item 2 – Student case management form FM-3673 @
\$56.30 per 1000.

(Second Annual Extension and Final Year of Contract)

2. Authorize Procurement and Materials Management to purchase up to the total estimated amount of \$69,108.60.

RHH/lja