

MEMORANDUM

January 18, 2005

TO: The Honorable Chair and Members of The School Board of
Miami-Dade County, Florida

FROM: Rudolph F. Crew, Superintendent of Schools *RFC*

SUBJECT: **WITHDRAWAL OF AGENDA ITEM E-151, AWARD BID NO. 014-
EE05 - OFFICE SUPPLIES, CATALOG DISCOUNT**

Inasmuch as a notice of protest of award has been received, and the vendor has indicated his intent to request an Administrative Hearing, pursuant to Florida Statute and Board Rule, it is requested that this agenda item be withdrawn at this time.

RFC:cr
M1087
Attachment

cc: Superintendent's Cabinet
School Board Attorney
Mr. Martin A. Berkowitz
Mr. Joseph A. Gomez

January 5, 2005

Business Operations
Ofelia San Pedro, Deputy Superintendent

**SUBJECT: AWARD BID NO. 014-EE05 – OFFICE SUPPLIES, CATALOG
DISCOUNT**

COMMITTEE: INNOVATION, EFFICIENCY & GOVERNMENTAL RELATIONS

The purpose of this bid is to purchase, at firm discounts, quantities, as may be required, of miscellaneous office supplies, for all locations. This term bid, opened on November 15, 2004, stipulates that the Board may purchase quantities, as may be required, at firm discounts, but is not obligated to purchase any guaranteed amount. Of 258 vendors sent bid forms or card notices of this advertised bid, 29 responded, with 13 bids meeting specifications, 10 bids not meeting specifications, 2 non-responsive bids and 4 no bids. The bid specifications indicated that the award would be made to a minimum of three bidders offering the greatest discount off published catalog prices, based on a comparison of the best discounted prices.

In order to evaluate the best discounted price for the District, the discounts were applied to the catalog prices of randomly selected, high-volume items. The District's price was determined, and the four vendors offering the lowest discounted prices are recommended for award. The best pricing is available from Office Depot. Additional bidders recommended for award, ranked by lowest total cost to the District, are Office Express Supplies, Inc., Staples, Inc. & Subsidiaries, and Skagseth Bryant, Inc. Schools and departments will be able to acquire their specific office supplies through the discounted prices offered in the catalogs of the awarded vendors.

To maximize savings to the District, a separate bid to purchase the most commonly used office supplies, at firm fixed prices, is being issued and will be recommended for award at a future Board meeting.

Fund Source
Various

M/WBE Eligibility
Hispanic Male - No Dollar Amount

E-151
WITHDRAWN
(01/18/05)

RECOMMENDED: That The School Board of Miami-Dade County, Florida, **AWARD** Bid No. 014-EE05 – OFFICE SUPPLIES, CATALOG DISCOUNT, to purchase, at firm discounts, quantities, as may be required, of miscellaneous office supplies, for all locations, during the term of the bid, effective January 19, 2005, through January 18, 2007, as follows:

1. OFFICE DEPOT, INC.
2200 OLD GERMANTOWN ROAD
DELRAY BEACH, FL 33445
OWNER: NEIL AUSTRIAN, C.E.O.

Item 1 - Percentage discount off list @ 64%.

2. OFFICE EXPRESS SUPPLIES, INC.
8005 WEST 20 AVENUE
HIALEAH, FL 33014
OWNER: LIBIA FUENTES, DIRECTOR

(HM)

Item 1 - Percentage discount off list @ 57%.

3. STAPLES, INC. & SUBSIDIARIES
500 STAPLES DRIVE
FRAMINGHAM, MA 01701
OWNER: RONALD L. SARGENT, C.E.O.

Item 1 - Percentage discount off list @ 56%.

4. SKAGSETH BRYANT, INC.
D.B.A. SKAGS OFFICE PRODUCTS
6535 N.W. 84 AVENUE
MIAMI, FL 33166
OWNER: TIMOTHY MCDERMOTT, PRESIDENT

Item 1 - Percentage discount off list @ 55.1%.

OSP/lja