

Financial Affairs
Richard H. Hinds, Chief Financial Officer

SUBJECT: AWARD BID NO. 074-BB09 – DISPOSABLE SECURITY ENVELOPES

The purpose of this bid, opened on January 17, 2002, is 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. This is a term bid which states that the Board may purchase quantities, as may be required, at the unit price bid, but is not obligated to purchase any guaranteed amount. Of 66 vendors sent bid forms or card notices of this advertised bid, 6 responded, with 2 bids meeting specifications, 2 non-responsive bids (no original signature and vendor erased bid) and 2 no bids.

Fund Source
0100 – General

M/WBE Eligibility
African American Male - \$31,585

RECOMMENDED: That The School Board of Miami-Dade County, Florida, **AWARD** Bid No. 074-BB09 – 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 March 13, 2002, through September 12, 2003, as follows:

1. BIKO, INC.
P.O. BOX 522
HERNANDO, FL 34442 ESTIMATE \$31,585
OWNER: R. MYERS (AM)

Low Unit Price Meeting Specifications: Item 1 - Security envelopes @ \$63.17 per case of 500.

2. Authorize Procurement and Materials Management to purchase up to the total estimated amount of \$31,585.

RHH/lja

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