

Financial Affairs
George M. Burgess, Chief Financial Officer

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

COMMITTEE: BUSINESS AND FINANCIAL SERVICES

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 21, 2001, and extended on August 21, 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 one (1) year period, at the current prices, to benefit from fixed prices, inasmuch as the Consumer Price Index (CPI), as of February 2003, indicated an increase of 3.0%.

Fund Source
0100 - General

M/WBE Eligibility
None

RECOMMENDED: That The School Board of Miami-Dade County, Florida, **EXTEND** 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, 2003, through August 31, 2004, as follows:

1. ARROWMAIL PRESORT COMPANY, INC.
8345 N.W. 74 STREET
MIAMI, FL 33166 ESTIMATE \$44,487.54
OWNER: RAUL ESCHARTE, VICE PRESIDENT

Total Low Unit Price Meeting Specification: Item 1.

Item 1 - Highest percentage rebate offered meeting specifications - mail-sorting service @ 81.9%.

(Second Annual Extension and Final Year of Contract)

2. Authorize Procurement Management Services to purchase up to the total estimated amount of \$44,487.54.

GMB/lja