

Financial Services
Mrs. Judith M. Marte, Chief Financial Officer

**SUBJECT: AWARD BID NO. ITB-14-026-SLY – PAPER; LASER-PRINTER
ROLL SUPPLIES (ITS)**

COMMITTEE: FISCAL ACCOUNTABILITY

**LINK TO STRATEGIC
FRAMEWORK: FINANCIAL EFFICIENCY/STABILITY**

Procurement Management Services, in collaboration with Information Technology Services, released the above referenced solicitation. The purpose of this Invitation To Bid is to establish a contract, to purchase, at firm unit prices, paper; laser-printer roll supplies, for The School Board of Miami-Dade County, Florida. This is a term bid which states that the Board may purchase quantities, as may be required, but is not obligated to purchase any guaranteed amount. In addition, this ITB was advertised on the Procurement Management Services' website, the Demandstar website, The Miami Times and the Diario Las Americas newspapers, the Florida Bid Reporting Service and Bid Net, as well as emailed to 81 potential bidders.

The initial term of the bid shall be for one (1) year, commencing July 1, 2015 through June 30, 2016, and may, by mutual agreement between The School Board of Miami-Dade County, Florida, and the successful bidders, be extended for two (2) additional one (1) year periods.

Upon receipt of the bids and further negotiations with Best Forms & Label Printing, Inc. and Daboter, Inc., Procurement Management Services was able to reduce pricing by approximately 1.7%, which is represented by \$10, for the alternate vendor.

The contract shall be awarded to a primary and alternate vendor. Based on the criteria listed in the solicitation, two vendors are being recommended for award. The two (2) vendors who responded to this advertised solicitation are currently doing business with the District.

Fund Source
Various

RECOMMENDED: That The School Board of Miami-Dade County, Florida, **AWARD** Bid No. ITB-14-026-SLY – PAPER, LASER-PRINTER ROLL SUPPLIES, (ITS), to establish a contract, to purchase, at firm unit prices, paper, laser-printer roll supplies including extensions thereto, as follows:

PRIMARY

1. BEST FORMS & LABEL PRINTING, INC.
8962 TAFT STREET
PEMBROKE PINES, FL 33024
OWNER: JAMES OLDER, PRESIDENT

Total Low Unit Price Meeting Specifications: Item 1.

Item 1 – Paper, roll for laser-printer @ \$467.50 per roll.

ALTERNATE

2. DABOTER, INC.
1009 S 21 AVENUE
HOLLYWOOD, FL 33020
OWNER: DAVID LEVY, PRESIDENT

Second Total Low Unit Price Meeting Specifications: Item 1.

Item 1 – Paper, roll for laser-printer @ \$575 per roll.

3. authorize Procurement Management Services to purchase up to the total estimated amount of \$74,750 for the initial contract term, and an amount not to exceed \$74,750 for each subsequent one (1) year extension period. Board authorization of this recommendation does not mean the amount shown will be expended.

JMM/mh