



# AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

<b>MEETING DATE</b>	2017-09-06 10:05 - School Board Operational Meeting
<b>AGENDA ITEM</b>	ITEMS
<b>CATEGORY</b>	EE. OFFICE OF STRATEGY & OPERATIONS
<b>DEPARTMENT</b>	Procurement & Warehousing Services

<b>Special Order Request</b>
<input type="radio"/> Yes <input checked="" type="radio"/> No
<b>Time</b>
<b>Open Agenda</b>
<input checked="" type="radio"/> Yes <input type="radio"/> No

**ITEM No.:**  
EE-17.

**TITLE:**  
Recommendation for Renewal and Additional Spend Authority -17-057E - Lexmark Toner

**REQUESTED ACTION:**  
Approve the renewal and additional spending authority for the above Invitation to Bid (ITB). Contract Term: October 19, 2016 through October 18, 2018, 2 Years; User Department: District-wide; Additional requested amount \$175,000; New Award Amount: \$1,475,000; Awarded Vendor: The Office Pal, Inc.; Small/Minority/Women Business Enterprise Vendor(s): None.

**SUMMARY EXPLANATION AND BACKGROUND:**  
This request is to approve the recommendation to renew ITB 17-057E - Lexmark Toners & Supplies for a one (1) year contract from October 19, 2017 through October 18, 2019, and increase the spending authority to accommodate the additional year requested from \$1,300,000 to \$1,475,000. All toners and supplies for the standard Lexmark printers are approved by the District Standards Committee. A copy of the ITB document are available online at: [http://www.broward.k12.fl.us/supply/agenda/17-057E\\_LexmarkToner&Supplies.pdf](http://www.broward.k12.fl.us/supply/agenda/17-057E_LexmarkToner&Supplies.pdf)

**SCHOOL BOARD GOALS:**  
 Goal 1: High Quality Instruction   
 Goal 2: Continuous Improvement   
 Goal 3: Effective Communication

**FINANCIAL IMPACT:**  
The estimated financial impact to the District will be \$175,000. The contract award amount was for \$1,300,000. The request is to increase the spending authority by \$175,000, bringing the new contract value to \$1,475,000. The funding source will come from the various department and schools operating budgets. The financial impact represents an estimated contract value; however, will not exceed the contract amount.

**EXHIBITS: (List)**  
(1) Executive Summary (2) Financial Analysis Worksheet (3) Vendor Renewal Letter

**BOARD ACTION:**  
**APPROVED**  
(For Official School Board Records Office Only)

**SOURCE OF ADDITIONAL INFORMATION:**

Name: Tony Hunter	Phone: 754-321-0400
Name: Mary C. Coker	Phone: 754-321-0501

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA**  
Senior Leader & Title  
Maurice L. Woods - Chief Strategy & Operations Officer

Approved In Open Board Meeting On: **SEP 06 2017**  
By: *Abby M. Friedman*  
School Board Chair

Signature  
*Maurice Woods*  
8/21/2017, 2:06:36 PM