AGENDA REQUEST FORM
THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Meeting Date	Open Agenda	Special Order Request	Agenda Item Number
6/24/14	X Yes ___ No	___ Yes X No	EE-4

TITLE:

Bid Recommendation of $500,000 or Greater
15-034B – Letter and Legal-Sized Paper

REQUESTED ACTION:

Approve the recommendation for award for the above contract.

Contract Term	User Department	Award Amount	Vendor(s) Awarded	M/WBE Vendor(s)
July 1, 2014 through June 30, 2015 1 year	District-wide	$1,500,000	Random Source Inc. dba Hinson Office Products	None

SUMMARY EXPLANATION AND BACKGROUND:

The School Board of Broward County, Florida, received five (5) bids for Bid 15-034B Letter and Legal-Sized Paper. The District purchases letter and legal-sized copy paper to print special projects, documents, e-mails, facsimiles to file, etc.

SCHOOL BOARD GOALS:

__ •Goal 1: High Quality Instruction
X •Goal 2: Continuous Improvement
__ •Goal 3: Effective Communication

FINANCIAL IMPACT:

The estimated financial impact will be $1,500,000. The funds to purchase letter- and legal-sized copy paper will come from various locations. Negotiations to lower prices followed after the evaluation of the bid with the recommended Awardee. This contract has been negotiated with the best pricing available, with an average savings of $6,780. The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the estimated value.

EXHIBITS: (List)

1. Recommendation/Tabulation
2. Tabulation Worksheet
3. Financial Analysis Worksheet

BOARD ACTION:

APPROVED

(For Official School Board Records' Office Only)

SOURCE OF ADDITIONAL INFORMATION:

Ruby Crenshaw 754-321-0501

Name Phone

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Maurice L. Woods M.W.
Chief Strategy & Operations Officer
Office of Strategy & Operations

Approved in Open Board Meeting on: JUN 24 2014

By: _____ School Board Chair

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RWR/MLW/RC:pba