

Agenda Item Details

Meeting Sep 12, 2016 - Regular Meeting
Category 7. Consent Agenda
Subject 7.8 Renewal of ITB 14-02 Paper for Offices & Classrooms, presented by Vince Windham, Program Director, Purchasing, and recommended by the Superintendent for approval.
Access Public
Type Action (Consent)
Fiscal Impact Yes
Budgeted Yes
Budget Source Varies
Recommended Action Motion to approve renewing the award for ITB 14-02 Paper for Offices & Classrooms for district-wide use.

Public Content

Request approval to renew the award of ITB 14-02 Paper for Offices & Classrooms for district-wide use. Purchases will be made from Gulf Coast Office Products on an as needed basis, based on fixed prices. The contract is effective October 14, 2016 through October 13, 2017 and a copy of the vendor renewal confirmation letter is attached.

For additional information, please contact Vince Windham, Program Director, Purchasing at (850) 833-7668.

[RENEWAL FOR ITB 14-02-GCOP.pdf \(250 KB\)](#)

Administrative Content

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Documentation concerning these items have been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

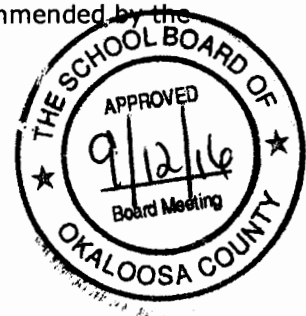
Motion & Voting

Motion to approve the Consent Agenda and all of the Consent Agenda items as recommended by the Superintendent

Motion by Dewey Destin, second by Rodney Walker.

Final Resolution: Motion Carries

Yes: Dewey Destin, Cathy Thigpen, Melissa Thrush, Rodney Walker, Lamar White



SCHOOL DISTRICT OF OKALOOSA COUNTY
Purchasing Department

SUPERINTENDENT OF SCHOOLS
MARY BETH JACKSON

ATTORNEY TO THE BOARD
C. JEFFREY McINNIS, ESQ.

PGM. DIRECTOR - PURCHASING
VINCE WINDHAM, CPPB



BOARD MEMBERS
DEWEY DESTIN
CATHY THIGPEN
MELISSA THRUSH
RODNEY L. WALKER
LAMAR WHITE

July 27, 2016

Gulf Coast Office Products
Attn: Mr. Lane Harper
8020 Enterprise Drive
Pensacola, FL 32505

Mr. Harper:

On September 23, 2013 the School Board of Okaloosa County, Florida approved the award of ITB 14-02 Paper for Offices & Classrooms to Gulf Coast Office Products. The original award was for a three (3) year period, effective October 14, 2013 through October 13, 2016. An amendment to the contract to allow a 5% price increase was School Board approved on January 27, 2014 and effective February 12, 2014.

Bid terms stated that the School Board has the option, with the consent of the successful vendor, to renew the bid for an additional term(s). We are requesting that this bid be renewed for an additional year, effective October 14, 2016 through October 13, 2017.

Please check one of the responses below indicating your decision regarding this request. Sign and return this document, along with a completed copy of the enclosed Federal Debarment Certification to my attention, no later than Monday 8, 2016. To expedite, feel free to email your response to Becky Perrin at perrinb@mail.okaloosa.k12.fl.us, or faxing to 850-833-6327.

Please fax a current Certificate of Insurance form for your business to the Risk Management Department at 850-833-3195. All contractors must continue to comply with the insurance requirements as provided in the original bid documents. If your Certificate of Insurance is current, or was not a requirement in the original bid documents, please disregard.

Thank you for your consideration. We look forward to doing business with you for another year.

Sincerely,

Vince Windham,
Program Director of Purchasing

I agree to renew the bid adhering to original terms and conditions, including current pricing for an additional one-year period through October 13, 2017; with the addition of the attached contract language.

I decline to renew the bid for an additional one-year period.

Signature* 

Title vice-president

Lane Harper
Please print name

Date 8/10/16

*Note: Must be signed by an officer or employee having the authority to bind the company or firm.