

Financial Services  
Judith M. Marte, Chief Financial Officer

**SUBJECT:               TERMINATE AWARD ON CONTRACT NO. 066-LL05 – PAPER,  
LASER-PRINTER ROLL (ITS)**

**COMMITTEE:           INNOVATION, EFFICIENCY & GOVERNMENTAL RELATIONS**

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

This contract was awarded by the Board on September 7, 2011, to preapproved vendors, to purchase, at firm unit prices, quantities, as may be required, of laser-printer roll paper, for Stores and Mail Distribution stock.

The District is seeking to terminate for convenience this contract. As a temporary measure, any replenishment of stock will be purchased from the Florida State Contract No. 618-000-11-1 – Office and Educational Consumables, until a new bid comes into effect. Over the past fiscal years, October 15, 2011 through September 30, 2014, the District has spent approximately \$171,848 on these services.

Within the Invitation to Bid document, specifically, Article VI, Section D TERMINATION FOR CONVENIENCE, it states, “The Board reserves the right to terminate this contract at any time and for any reason upon giving thirty (30) day notice to the other party. If said contract should be terminated for convenience as provided herein, the Board will be relieved of all obligations under said contract. The Board will only be required to pay that amount of the contract actually performed to the date of termination. Upon such payment, both parties shall be relieved of any further obligations under this contract.”

As a result, upon approval, District staff will notify the vendors of the impending termination of the contract. As noted above, there will be no interruption of services, as the Florida State Contract No. 618-000-11-1, will provide the above-referenced services.

RECOMMENDED: That The School Board of Miami-Dade County, Florida  
**TERMINATE** Contract No. 066-LL05 – PAPER, LASER-  
PRINTER ROLL (ITS), effective October 7, 2014, as follows:

BEST FORMS & LABEL PRINTING, INC.  
8970 TAFT STREET  
PEMBROKE PINES, FL 33024  
OWNER: JAMES J. OLDER, PRESIDENT

JMM/mh