

REVISION OF SUPERINTENDENT'S EXTENSION OF CONTRACTS

CONTRACT EXTENSION SUMMARY

Contract No.: 014-EE05

Contract Title: OFFICE SUPPLIES CATALOG DISCOUNT

Extension Award Amount: \$4,217,037.08

Extension Period: May 18, 2007 – May 17, 2008

Purpose of Contract: The purpose of this contract is to purchase office supplies for various locations.

Original Award Period: May 18, 2005 – May 17, 2007

Terms of Contract Award and Extension: Two (2) years, with an option to extend for three (3) additional one-year periods and, if needed, an additional ninety (90) days beyond the expiration date.

Previous Extension Period: None

Previous Extension Amount: N/A

Vendors Recommended for Contract Extension: ~~Ten (10)~~ **Eleven (11)**

AFP Industries, Inc.

Best Wholesale Office Products

Office Depot

Office Express Supplies, Inc.

Skags Office Products

Staples, Inc. (Added)

Apricot Office Supplies & Furniture, Inc.

Corporate Express Office Products, Inc.

Galloway Office Supplies, Inc.

Quill Corporation

GraphX-One, Inc.

Comments: This contract extension to provide office supplies to the District was approved as a Superintendent's Extension of Contracts on April 4, 2007. However, Staples, Inc. was inadvertently omitted from the list of vendors recommended for contract extension. This contract extension summary reflects an increase of vendors Recommended for Contract Extension, for Office Supplies Catalog Discount, from ten (10) to eleven (11) vendors and includes Staples, Inc., as a recommended vendor.

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Justification: It is considered to be in the best interest of the District to extend this contract for an additional one (1) year period, to benefit from fixed, percentage discounts off prices for office supplies. Benchmarking was conducted against The School Board of Broward County, Florida, and the discounts offered to M-DCPS were found to be better. Vendors awarded on this contract are also solicited for the most commonly used office supplies, at firm fixed prices, which are posted on the District's Shopping Cart. Staff has indicated satisfactory performance from the vendors and recommends extension. The awardees have agreed to extend for an additional one (1) year period, by letter, on file.