



Hernando School District

Legislation Text

File #: 23-0831, **Version:** 1

Title and Board Action Requested

Approve the renewal of Bid No. 21-645-17 Printing/Specialty Papers & Envelopes for Central Printing Services to Mac Papers, Inc., and Authorize the Purchase of the Goods for an Estimated Annual Amount of \$85,000.00

Executive Summary

The Manager of Warehouse, Property Control, Printing and Records, on behalf of the Superintendent of Schools, hereby requests the Board to approve the renewal of Bid No. 21-645-17 Printing/Specialty Papers & Envelopes for Central Printing Services to Mac Papers, Inc., and issue purchase orders on an as needed basis for an estimated annual amount of \$85,000.00.

My Contact

Genele Firlik, Manager of Warehouse, Property Control, Printing and Records
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2018-23 Strategic Focus Area

Pillar 3: Facility Operations

Financial Impact

The cost for this agenda item is \$85,000.00, see attached budget sheet. The cost for the previous fiscal year was \$ \$260,164.70. If expenditure is not currently budgeted, this will serve as the budget amendment when board approved.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.