

# District School Board of Pasco County

## Bid Recommendation

<b>Bid Title</b>	Class Rings, Caps and Gowns, and Graduation Announcements		<b>Number of Vendors Notified</b>	3
<b>Bid Number</b>	J.W. Mitchell High School September 2005		<b>Number of Bids Distributed</b>	3
<b>Date Solicited</b>	July 12, 2005		<b>Number of Vendors Responding</b>	2
<b>Date Opened</b>	August 5, 2005		<b>Number of Vendors Not Bidding</b>	1
<b>Date Board Presentation</b>	November 1, 2005		<b>Number of Vendors Bidding</b>	2
<b>Total Savings</b>	Estimated Savings \$ 24,221.90		<b>Grand Total of Bid</b>	Estimated Total \$ 106,691.60

**Recommendation:** Recommend acceptance of bid from Denny Kollmeyer & Associates as the lowest and best, responsive and responsible bid meeting written specifications and evaluation criteria.

**Term of Contract:** This is the first year of a three-year contract, renewable annually by mutual agreement of all parties for class rings, caps and gowns, and graduation announcements. The first year of the contract will commence on November 2, 2005 and expire on November 1, 2006.

**Notations and Exceptions:** J.W. Mitchell solicited three vendors and received quotes from Denny Kollmeyer & Associates and Balfour. Jostens did not respond. Denny Kollmeyer was awarded by total points by a committee of administrators, staff, parents and students – see attached tabulation sheet.

Offers from the vendors listed herein are the only offers received timely as of the above opening date and time. All other offers submitted in response to this solicitation, if any, are hereby rejected as late.

**Bids Evaluated By:**

Tina Tiede, Principal	Three Students
Sandy Kurgan, Bookkeeper	Jennifer Gutusches, Advisor
Andrea Wolf, Parent	
Beth Bruegger, Advisor	

**Quotes Prepared By:**

Tina Tiede, Principal

**Reviewed and Authorized By:**

Kendra Goodman, CPPB, Purchasing Agent

