

District School Board of Pasco County

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638 • 813/794-2000

Heather Fiorentino, Superintendent

www.pasco.k12.fl.us

Department of Purchasing

Kendra Goodman, CPPO, CPPB, Purchasing Agent

813/794-2221 Fax: 813/794-2221

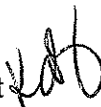
727/774-2221 TDD: 813/794-2484

352/524-2221 e-mail: kgoodman@pasco.k12.fl.us

May 3, 2011

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent 

RE: Second Year Renewal of Three-Year Contract
RFP # 11-005-SN Yearbooks - Zephyrhills
Taylor Publishing

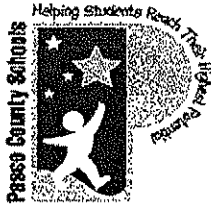
On April 20, 2010, official action (attached) was taken to award the above-referenced RFP to Taylor Publishing. This is a three-year bid, renewable annually, at the mutual agreement of the parties. The first year of the agreement will expire on June 30, 2011.

Considering services have been satisfactory, Taylor Publishing was contacted to verify their willingness to enter into the second year of the agreement. As such, Taylor Publishing has agreed in writing to enter into the second year of the contract. The second year of the contract will cover the period of July 1, 2011 through June 30, 2012. At this time it is my recommendation to enter into the second year of the contract.

If you have any questions, please feel free to contact me at your earliest convenience.

KDG/vj

Attachments



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April 5, 2011

RFP RENEWAL REQUEST

RFP #: 11-005-SN

RFP TITLE: Yearbooks – Zephyrhills High School

VENDOR: Taylor Publishing

Yes, I agree to renew RFP 11-005-SN, for the second year under the same terms and conditions as the existing contract. The second year will begin on July 1, 2011 and expire on June 30, 2012.

No, I do not agree to renew RFP 11-005-SN.

Company Name: Taylor Publishing

Signature: [Handwritten Signature] Date: 4/8/11

Typed Name and Title: JOHN PONTIUS

Telephone (w/area code): 727-430-2849 Fax Number (w/area code): 727-548-7240

DATE DUE: PLEASE FAX TO PURCHASING NO LATER THAN APRIL 8, 2011.

By agreeing to renew, vendor acknowledges and agrees to be in compliance with the "Jessica Lunsford Act". Vendors conducting business, with the District School Board of Pasco County, who will (1) be at the school when students are present, or (2) have direct contact with students, or (3) have access to or control of school funds **must** be Level 2 fingerprinted by Human Resources. If any of the above applies to this contract, you **must** have those individuals Level 2 fingerprinted and screened by the Districts Human Resource Department **prior** to commencement of services or work and must provide a list of employees with renewal. Please contact 813/794-2521 to arrange for an appointment. Costs associated with this background screening are to borne by the vendor. You may access information regarding this law by reviewing Sections 1012.32 and 1012.465, Florida Statutes. This law became effective September 1, 2005.

The prospective bidder certifies, by submission and signature of this bid renewal form, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction per the provisions of Florida Statute 287.133(2)(a).

PLEASE RETURN TO: DISTRICT SCHOOL BOARD OF PASCO COUNTY
ATTN: Vickie Jones, Buyer Assistant
PURCHASING DEPARTMENT
20430 GATOR LANE
LAND O' LAKES, FL 34638
(813) 794-2226 (PHONE) (813) 794-2713 (FAX)

District Wide Accreditation • Southern Association of Colleges and Schools

District School Board of Pasco County Bid Recommendation

| | | | | |
|--------------------------------|-----------------------------------|--|--|-----------------------|
| RFP Title | Yearbooks-Zephyrhills High School | | Number of Vendors Notified | 183 |
| RFP Number | 11-005-SN | | Number of Proposals Distributed | 24 |
| Date Solicited | February 22, 2010 | | Number of Vendors Proposing | 3 |
| Date Opened | March 15, 2010 | | Number of Formal "No Bid" Responses | 0 |
| Date Board Presentation | April 20, 2010 | | Funding Source | School Internal Funds |
| Total Savings | Estimated \$3,500 | | Grand Total of Bid | Estimated \$50,000 |

Recommendation: Recommend acceptance of RFP from Taylor Publishing as noted on the attached tabulation sheet as the best, responsive, responsible proposal receiving the highest number of points.

Term of Contract: This is a three year contract, renewable annually by mutual agreement of both parties. The first year of the contract will commence on July 1, 2010 and continue through June 30, 2011.

Notations and Exceptions:

This RFP was awarded upon a weighted points system. The weighted point criteria were based upon the following weights: Quality of Samples (4), Base Price (6), Add-on Prices (3), References (3), Website, Software (4), Educational Resources (4), Workshop Options (1). Points were assigned on a scale of 1 (Low) to 5 (High) to in each of the above entries force ranked depending on the number of respondents and then multiplied by the weighted point factor. The add-on prices were evaluated on the items each vendor had in common. (See the attached tabulation sheet for item # 1,2,4,8,10-18, 20-25, 27, 28, 30, 32-38, 40)

The grand total of the bid was determined by adding the base price with the anticipated add-ons.

Lifetouch Publishing contacted the Purchasing Department in writing and withdrew their bid for RFP 11-005-SN.

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

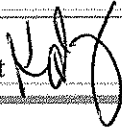
Bids Evaluated By:

Steve VanGorden, Principal, Zephyrhills High School
Tracey Snyder, Yearbook Adviser, Zephyrhills High School
3 Students from Zephyrhills High School-Names on file in Purchasing

Bids Prepared By:

Stephanie Noble, Buyer, Purchasing Department

Reviewed and Authorized By:

Kendra Goodman, CPPO, CPPB, Purchasing Agent 

District School Board
of Pasco County

APR 20 2010

Board Approved

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

| DATE OF OPENING: March 15, 2010 @ 2:30 PM | | Jostens | Lifetouch | Taylor | Walsworth |
|--|-------------|---|----------------------|---------------------------|------------------|
| RFP TITLE: Yearbooks - Zephyrhills High School | | 1020 Shady Maple Circle | 701 S. Howard Ave. # | 10707 66th Street North # | 430 Chimney Rock |
| BID # 11-008-SN | | Ocoee, FL 34761 | 106-112 | 9 | Ruskin, FL 33570 |
| ITEM# | UNITS | DESCRIPTION | TOTAL PRICE | TOTAL PRICE | TOTAL PRICE |
| Section B | | Base Price: | \$43,996.00 | \$36,998.00 | \$38,347.00 |
| Section C | | Add-ons: | | | |
| 1 | per copy | Cost of additional copies (after the 700 specified) | \$49.00 | \$20.47 | \$23.09 |
| 2 | per copy | Credit for reduction in quantity of yearbooks | -\$19.00 | -\$20.47 | -\$16.35 |
| 3 | per page | Credit for reduction in 4 color pages | -\$80.00 | N/A | -\$125.00 |
| 4 | per page | Credit for reduction in 8 color pages | -\$80.00 | (\$-1,000.00)/\$-125.00 | -\$125.00 |
| 5 | per page | Credit for reduction in 4 black and white pages | -\$60.00 | N/A | -\$75.00 |
| 6 | per page | Credit for reduction in 8 black and white pages | -\$60.00 | \$-800.00/\$-100.00 | -\$75.00 |
| 7 | per page | Cost for 4 additional color pages | \$225.00 | N/A | \$205.00 |
| 8 | per page | Cost for 8 additional color pages | \$225.00 | \$1,357.00/\$169.63 | \$205.00 |
| 9 | per page | Cost for 4 additional black and white pages | \$150.00 | N/A | \$125.00 |
| 10 | per page | Cost for 8 additional black and white pages | \$150.00 | \$1,100.00/\$137.50 | \$125.00 |
| 11 | 1 line | Cost for lines of personalization | \$5.99 | \$3.30 | \$3.95 |
| 12 | 2 lines | Cost for lines of personalization | \$8.99 | \$3.30 | \$3.95 |
| 13 | per icon | Cost for Icons | \$3.00 | \$3.15 | \$5.00 |
| 14 | per cover | Cost for plastic protective covers | \$2.00 | \$1.07 | \$1.15 |
| 15 | per section | Cost for autograph sections | \$2.00 | \$0.52 | \$1.15 |
| 16 | per pocket | Cost for photo pockets | \$1.00 | \$1.00 | \$1.30 |
| 17 | per copy | Yearbook curriculum textbook cost | \$25.00 | \$0.00 | \$0.00 |
| 18 | per copy | Photography curriculum textbook cost | \$25.00 | \$0.00 | \$0.00 |
| 19 | per copy | Direct sales to students/parents cost | \$1.00 | \$1.85 | \$1.00 |
| 20 | per hour | Company Graphic Artist | \$50.00 | \$64.50 | \$47.60 |
| 21 | per copy | Current events insert cost -- sewn into book | \$3.00 | \$1.98 | \$1.95 |
| 22 | per copy | Current events insert cost -- tape insertion | \$3.00 | \$1.98 | \$1.95 |
| 23 | per copy | DVD supplement cost of production and insertion | \$7.00 | \$0.00 | \$0.00 |
| 24 | per copy | Spine copy/decoration (school design cover) | \$1.00 | \$0.00 | \$0.00 |
| 25 | per copy | Spine copy/decoration (company design cover) | \$1.00 | \$0.00 | \$0.00 |

District School Board of Pasco County

APR 20 2010

Board Approved

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

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|--|---|-------------------------|----------------------|---------------------------|---|-------|
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| BID # 11-008-SN | | Ocoee, FL 34761 | 106-112 | 9 | Ruskin, FL 33570 | |
| ITEM# | Units | TOTAL PRICE | TOTAL PRICE | TOTAL PRICE | TOTAL PRICE | |
| | DESCRIPTION | | | | | |
| 26 | per copy | \$3.00 | \$0.00 | \$0.00 | If printed no charge. If foiled, silkscreened or embossed then same charges as below. \$0.85 \$0.85 \$150.00-\$500.00 \$0.95 \$500.00-\$1,500.00 \$0.95 \$0.00 \$0.00 \$0.85 \$0.55 \$0.65 \$0.65 \$385 spot color and \$685 (full color) \$485.00/\$0.69 \$286.73 | |
| 27 | per copy | \$1.00 | \$0.84 | \$1.02 | | |
| 28 | per copy | \$1.00 | \$0.88 | \$1.02 | | |
| 29 | per copy | \$0.50 | \$0.35 | Quote required | | |
| 30 | per copy | \$2.00 | \$1.40 | \$1.08 | | |
| 31 | per copy | \$1.00 | \$0.78 | Quote required | | |
| 32 | per copy | \$2.00 | \$2.87 | \$2.58 | | |
| 33 | per copy | \$1.00 | \$0.35 | \$0.00 | | |
| 34 | per copy | \$1.00 | \$0.00 | \$0.68 | | |
| 35 | per copy | \$1.00 | \$0.25 | \$0.00 | | |
| 36 | per copy | \$2.00 | \$0.40 | \$0.00 | | |
| 37 | per copy | \$2.00 | \$0.40 | \$0.00 | | |
| 38 | per copy | \$2.00 | \$0.70 | \$0.00 | | |
| 39 | per copy | \$2.00 | \$0.95 | \$0.84 | | |
| 40 | per copy | \$1.00 | \$0.72 | \$0.52 | | |
| | Total for Add-ons # 1,2,4,8,10-18, 20-25, 27, 28, 30, 32-38, 40 | \$478.95 | \$172.37 | \$269.88 | | |
| | Total Points Awarded: | 69.43 | Withdraw Bid | 113.99 | | 90.57 |

District School Board
of Pasco County

APR 20 2010

Board Approved