



District School Board of Pasco County

20430 Gator Lane • Land O' Lakes, Florida 34638 • 813/ 794-2221

Heather Fiorentino, Superintendent


www.pasco.k12.fl.us

Department of Purchasing
Kendra Goodman, CPPO, CPPB, Purchasing Agent
813/ 794-2221 Fax: 813/ 794-2111
727/ 774-2221 TDD: 813/ 794-2484
352/ 524-2221 e-mail: kgoodman@pasco.k12.fl.us

March 20, 2012

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent 

RE: 09-102-DN Incidental and Novelty Classroom Supplies
One-Year Extension of a Three-Year Contract
Oriental Trading and US Toy Company

On May 19, 2009, official action (attached) was taken to award the above-referenced Direct Negotiation to Oriental Trading Company and US Toy Company for the purchase of classroom incidental and novelty supplies. This Direct Negotiation is a three-year contract, renewable annually based upon mutual consent of both parties with the option of extending for up to 365 days. The first year of the agreement expired on April 21, 2010. The second year of the agreement was Board approved on March 16, 2010 and expired on April 21, 2011. The third year was awarded on April 5, 2011 and will expire on April 21, 2012.

Considering services have been satisfactory, Tony Stillman, Operations Manager at Oriental Trading Company and Teresa Toone, Sr. Bid/Quote Specialist at US Toy Company were contacted to verify their willingness to enter into a one-year extension of the agreement. As such, they have agreed, in writing (attached), to do so.

Therefore, at this time, it is my recommendation to enter into a one-year extension with Oriental Trading and US Toy Company for incidental and novelty classroom supplies. The one-year extension of the contract will cover the period of April 22, 2012 through April 21, 2013.

Should you have any questions regarding this matter, or if I can be of further assistance, please feel free to contact me at your earliest convenience.

KDG/ph
Attachments



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, CPPB, Purchasing Agent
 813/794-2221 Fax: 813/794-2111
 727/774-2221 TDD: 813/794-2484
 352/524-2221 e-mail: kgoodman@pasco.k12.fl.us

February 29, 2012

**CONTRACT RENEWAL REQUEST
 DIRECT NEGOTIATION #: 09-102-DN
 DIRECT NEGOTIATION TITLE: Incidental and Novelty Classroom Supplies**

Yes, I agree to renew **09-102-DN** for one additional year, under the same terms and conditions as the existing contract. The extension period will begin on April 22, 2012 and expire on April 21, 2013.

No, I do not agree to renew **09-102-DN**.

Company Name: Oriental Trading Company

Signature: [Signature] Date: 3/5/12

Typed Name and Title: Tony Stillman, Operations Manager

Telephone (w/area code): 800-228-0038 Fax Number (w/area code): 800-869-2351

DATE DUE: **PLEASE RETURN TO PURCHASING NO LATER THAN MARCH 8, 2012**

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: Patty Hall, Interim Buyer Assistant
 PURCHASING DEPARTMENT
 20430 GATOR LANE
 LAND O' LAKES, FL 34638
 (813) 794-2234 (PHONE) (813) 794-2111 (FAX)
phall@pasco.k12.fl.us



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, CPPB, Purchasing Agent
813/794-2221 Fax: 813/794-2111
727/774-2221 TDD: 813/794-2484
352/524-2221 e-mail: kgoodman@pasco.k12.fl.us

February 29, 2012

CONTRACT RENEWAL REQUEST
DIRECT NEGOTIATION #: 09-102-DN
DIRECT NEGOTIATION TITLE: Incidental and Novelty Classroom Supplies

Yes, I agree to renew **09-102-DN** for one additional year, under the same terms and conditions as the existing contract. The extension period will begin on April 22, 2012 and expire on April 21, 2013.

No, I do not agree to renew **09-102-DN**.

Company Name: US Toy

Signature: Jessie Leone Date: 3/5/12

Typed Name and Title: Sr. Bid / Quote Spec.

Telephone (w/area code): 800-448-5882 Fax Number (w/area code): 800-841-6202

DATE DUE: **PLEASE RETURN TO PURCHASING NO LATER THAN MARCH 8, 2012**

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: **Patty Hall, Interim Buyer Assistant**
PURCHASING DEPARTMENT
20430 GATOR LANE
LAND O' LAKES, FL 34638
(813) 794-2234 (PHONE) (813) 794-2111 (FAX)
phall@pasco.k12.fl.us



District School Board of Pasco County

20430 Gator Lane • Land O' Lakes, Florida 34638 • 813/ 794-2221

Heather Fiorentino, Superintendent

www.pasco.k12.fl.us

Department of Purchasing
Kendra Goodman, CPPB, Purchasing Agent
813/ 794-2221 Fax: 813/ 794-2111
727/ 774-2221 TDD: 813/ 794-2484
352/ 524-2221 e-mail: kgoodman@pasco.k12.fl.us

May 19, 2009

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Incidental and Novelty Classroom Incentives
Direct Negotiation 09-102-DN
Oriental Trading Company and US Toy Company/dba Constructive Playthings

On March 3, 2009, official action was granted to allow permission for the Purchasing Department, Oriental Trading Company, and US Toy Company/Constructive Playthings to directly negotiate for the purchase of Incidental and Novelty Classroom Incentives for various schools throughout the District on an "as-needed" basis.

As you know, under the Department of Education Rule 6A-1.012(2)(b), when a district school board has made a finding that no acceptable firm bid has been received the School Board may enter into negotiation with suppliers of such goods and services and shall have the authority to execute contracts with such suppliers under whatever terms and conditions as the board determines to be in the best interest of the school system.

As indicated in our previous request, all options on the attached tabulation sheet from Oriental Trading Company and US Toy Company are now being submitted for your approval.

The direct negotiation is a three-year contract, renewable annually based upon mutual consent of the parties. The District anticipates expenditures for the first year on an "as-needed" basis to be \$50,000. The funding source used to purchase the incentives is general funds. The first year of the contract will commence on May 20, 2009 and continue through April 21, 2010.

If you should have any questions regarding this matter, please contact me at your earliest convenience.

KDG/sn

**District School Board
of Pasco County**

MAY 19 2009

Board Approved

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: 3/31/2009	Oriental Trading Company, Inc.	US Toy Company / dba Constructive Playthings
Direct Negotiation Title: Incidental and Novelty Classroom Incentives	Joan Squire	Michael Klein
Direct Negotiation # 09-102-DN	4206 S. 108 Street	13201 Arrington Road
	Omaha, NE 68137	Grandview, MO 64030-2886
	Tele-800-228-0038	Tele-800-448-1412
	Fax-800-869-2351	Fax-816-761-9295
Catalog Name	Oriental Trading Main	US Toy Catalog
	Hand on Fun	
	Seasonal Crafts	
Fixed Percentage Discount Off Catalog	10%	5%
Minimum Order for Discount	\$0	\$25
Quote # / Customer #	608049	8404FT
Exclusions from F.O.B.	Free Standard Shipping on orders over \$60 (shipping chart attached for orders under \$60.) Free delivery does not apply to items in their catalog identified with the symbol of a truck (varies by item, quoted with each purchase). No Discounts given on express delivery orders.	Free Standard Shipping on orders over \$200. 15% Shipping charge will be added to all orders under \$200.
Exclusions from Proposal	Main catalog pricing good through 9/30/2009. Going forward Oriental's Main Catalog will be updated every 6 months.(update twice a year) Seasonal Craft Catalog and Hands on Fun Catalog good through 6/30/2009. Going forward Seasonal Crafts and Hands on Fun will be updated every 3 months. (update four times a year)	Credit card orders will be processed by calling or faxing in the order the 800 number provided by the company.

**District School Board
 of Pasco County
 MAY 19 2009
 Board Approved**

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: 3/31/2009	Oriental Trading Company, Inc.	US Toy Company / dba Constructive Playthings
Direct Negotiation Title: Incidental and Novelty Classroom Incentives	Joan Squire	Michael Klein
Direct Negotiation # 09-102-DN	4206 S. 108 Street	13201 Arrington Road
	Omaha, NE 68137	Grandview, MO 64030-2886
	Tele-800-228-0038	Tele-800-448-1412
	Fax-800-869-2351	Fax-816-761-9295
Catalog Name	Oriental Trading Main	US Toy Catalog
	Hand on Fun	
	Seasonal Crafts	
Fixed Percentage Discount Off Catalog	10%	5%
Minimum Order for Discount	\$0	\$25
Quote # / Customer #	608049	8404FT
Exclusions from F.O.B.	Free Standard Shipping on orders over \$60 (shipping chart attached for orders under \$60.) Free delivery does not apply to items in their catalog identified with the symbol of a truck (varies by item, quoted with each purchase). No Discounts given on express delivery orders.	Free Standard Shipping on orders over \$200. 15% Shipping charge will be added to all orders under \$200.
Exclusions from Proposal	Main catalog pricing good through 9/30/2009. Going forward Oriental's Main Catalog will be updated every 6 months.(update twice a year) Seasonal Craft Catalog and Hands on Fun Catalog good through 6/30/2009. Going forward Seasonal Crafts and Hands on Fun will be updated every 3 months. (update four times a year)	Credit card orders will be processed by calling or faxing in the order the 800 number provided by the company.

District School Board
 of Pasco County
 MAY 19 2009
 Board Approved