



## 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](http://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](mailto:kgoodman@pasco.k12.fl.us)

April 17, 2012

### MEMORANDUM

**TO:** Honorable School Board Members

**FROM:** Kendra Goodman, CPPO, CPPB, Purchasing Agent 

**SUBJECT:** One year Extension  
RFP 08-003-AZ, Banking Services, Bank of America N. A.

On March 20, 2007, official action (attached) was taken to award the above-referenced RFP for banking services to Bank of America, N. A. This RFP is a five-year contract and is renewable annually at the mutual agreement of the parties. The fifth year of this agreement will expire on June 30, 2012. The bid document allows the District to extend this contract for an additional period of 365 days with the mutual consent of both parties.

Considering services have been satisfactory, Ms. Judith Zollo, Finance Services Manager, has requested that the RFP be extended for the upcoming fiscal year. Bank of America has agreed in writing (attached) to extend the RFP under existing terms and conditions. It is estimated the expenditures for the next fiscal year will be approximately \$50,000, paid out of general funds. This figure includes a charge of \$4,598: the District has agreed to pay 50% of the cost of an armored carrier to transport Food & Nutrition Department funds to Bank of America's secured vault in Tampa as agreed and approved by the Board on July 7, 2009.

At this time we are recommending extension of the RFP for the term July 1, 2012 – June 30, 2013. If you have any questions or concerns, please feel free to contact Ms. Judith Zollo, Finance Services Manager, or me at your earliest convenience.

KDG/mw  
Attachments

Date/Time: April 11, 2012 09:11:00



## District School Board of Pasco County

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

Heather Fiorentino, Superintendent

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### Finance Services Department

Judith Zollo, Finance Services Manager

813/ 794-2268 Fax: 813/ 794-2266

727/ 774-2268 TDD: 813/ 794-2484

352/ 524-2268 e-mail: [jzollo@pasco.k12.fl.us](mailto:jzollo@pasco.k12.fl.us)

### MEMORANDUM

DATE: January 9, 2012

TO: Kendra Goodman, Purchasing Agent

FROM: Judith Zollo, Finance Services Manager

RE: **Extension of Bank of America Contract**

The Finance Services Department requests an extension of RFP #08-003-AZ through June 30, 2013.

Services provided by Bank of America have met the banking needs of the District.

Thank you for consideration of this request.



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Department of Purchasing  
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**BID EXTENSION REQUEST**  
**BID 08-003-AZ**  
**BID TITLE: Banking Services**

✓  
\_\_\_\_\_  
Yes, I agree to extend Bid #08-003-AZ under the same current contract terms and conditions as the existing bid. The period shall be from **July 1, 2012 through June 30, 2013**.

\_\_\_\_\_  
No, I do not agree to extend Bid #08-003-AZ

COMPANY NAME: Bank of America N.A.

SIGNATURE: Glenna S. Thompson

TYPED NAME AND TITLE: Glenna S. Thompson, Vice President

TELEPHONE (WITH AREA CODE): 813-991-7006

FAX NUMBER (WITH AREA CODE): 404-532-3484

E-MAIL: Glenna.Thompson@baml.com

DATE: 2/28/12

The prospective bidder certifies, by submission and signature of this bid extension 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 FAX BACK TO: DISTRICT SCHOOL BOARD OF PASCO COUNTY  
**ATTENTION: Michael J. Woodall**  
PURCHASING DEPARTMENT  
20430 GATOR LANE  
LAND O' LAKES, FL 34638  
(813) 794-2504 (PHONE)  
(813) 794-2111 (FAX)



# District School Board of Pasco County

## Bid Recommendation

<b>RFP Title</b>	Banking Services	<b>Number of Vendors Notified</b>	188
<b>RFP Number</b>	08-003-AZ	<b>Number of Proposals Distributed</b>	12
<b>Date Solicited</b>	January 26, 2007	<b>Number of Vendors Bidding</b>	4
<b>Date Opened</b>	February 20, 2007	<b>Number of Formal "No Bid" Responses</b>	1
<b>Date Board Presentation</b>	March 20, 2007	<b>Funding Source</b>	General
<b>Total Savings</b>	Approx. \$16,000 1 <sup>st</sup> year	<b>Grand Total of Proposal</b>	Approx. \$56,492 1 <sup>st</sup> year

**Recommendation:** Recommend acceptance of RFP per the attached tabulation. Approval of Bank of America, N.A. as the highest-ranked firm will enable the Finance and Purchasing Departments to negotiate a final contract, incorporating the terms, conditions and pricing of the RFP by reference. The contract will be presented to the Board for signature in April 2007 to allow for an orderly transition from the incumbent provider, SunTrust Bank.

**Term of Contract:** This RFP is a five-year contract, renewable annually at the mutual agreement of the parties. The first year term will be July 1, 2007 – June 30, 2008.

**Notations and Exceptions:**

The Phase I RFP responses were independently evaluated by the Committee members noted below, with all scores being totaled and averaged. Three (3) firms were invited to interview with the Committee on March 7, 2007. After the interviews the firms were again scored by the Committee members, with Phase I scores weighted at 90% and Phase II scores weighted at 10%. It is the consensus of the Committee that Bank of America, N.A. be chosen to provide banking services for the District.

District School Board  
of Pasco County

MAR 20 2007

Board Approved

**Proposals Evaluated By:**

Ann Altman, Information Services System Analyst  
Linda Durden, PLACE Finance Specialist  
Carol Haynes, FNS Finance Specialist  
Chris Michaux, Central Cashier  
John Simon, Internal Audit and Federal Grants Manager  
Sylvia Williams, Accounting Specialist  
Judith Zollo, Payroll Coordinator

**Proposals Prepared By:**

Arlene Zimney, CPPB, C.P.M., Buyer

**Reviewed and Authorized By:**

Kendra Goodman, CPPB, Purchasing Agent 

District School Board  
of Pasco County

MAR 20 2007

Board Approved

## DISTRICT SCHOOL BOARD OF PASCO COUNTY RFP TABULATION

Date of Opening: February 20, 2007 at 2:30 pm				
Proposal Title: Banking Services	BB & T	Bank of America, N.A.	SunTrust Bank	Wachovia Bank, N.A.
RFP #08-003-AZ	360 Central Ave.	101 E. Kennedy Blvd., Suite 500	401 E. Jackson St., 20th fl.	100 South Ashley Drive, Suite 930
<b>**BOARD MEETING MARCH 20, 2007**</b>	St. Petersburg, FL 33701	Tampa, FL 33602	Tampa, FL 33602	Tampa, FL 33602
<b><u>DOCUMENTATION SUBMITTED PHASE I</u></b>				
Banking fees and rates (force ranked, max 50 pts.)	12.50	50.00	37.50	25.00
Banking center locations (force ranked, max 25 pts.)	6.25	12.50	18.75	25.00
References (max 10 pts.)	9.67	9.00	9.93	9.93
Upcoming technology & services (max 15 pts.)	11.43	12.43	12.71	11.86
<b><u>PHASE I TOTAL</u></b>	<b>39.85</b>	<b>83.93</b>	<b>78.89</b>	<b>71.79</b>
<b><u>PHASE I TOTAL WEIGHTED 90%</u></b>	<b>35.86</b>	<b>75.54</b>	<b>71.00</b>	<b>64.61</b>
<b><u>INTERVIEWS MARCH 7, 2007 PHASE II</u></b>				
Customer service questions (max 60 pts.)		51.29	48.86	52.71
On-line services (max 30 pts.)		27.29	24.00	29.14
Upcoming technologies (max 10 pts.)		7.86	6.86	7.57
<b><u>PHASE II (INTERVIEW) TOTAL</u></b>	<b>N/A</b>	<b>86.43</b>	<b>79.71</b>	<b>89.43</b>
<b><u>PHASE II TOTAL WEIGHTED 10%</u></b>	<b>N/A</b>	<b>8.64</b>	<b>7.97</b>	<b>8.94</b>
<b><u>GRAND TOTAL</u></b>	<b>N/A</b>	<b>84.18</b>	<b>78.98</b>	<b>73.55</b>