



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

813/794-2222 Fax: 813/794-2111

727/774-2222 TDD: 813/794-2484

352/524-2222 email: kgoodman@pasco.k12.fl.us

April 17, 2012

MEMORANDUM

TO: Honorable School Board Members

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

SUBJECT: RFP 09-142-SN Yearbooks
Anclote High School
One-Year Extension
Taylor Publishing/Balfour

On June 16, 2009, official action (attached) was taken to award the above-referenced RFP to Taylor Publishing/Balfour for the student direct purchase of yearbooks. This RFP is a three-year contract, renewable annually at the mutual agreement of both parties with the option of extending for up to a year. The first year expired on June 16, 2010. The second year was board approved on June 1, 2010 and expired on June 16, 2011. The third year of the contract was board approved on May 17, 2011 and is due to expire on June 16, 2012.

Considering services have been satisfactory, the vendor was contacted to verify their willingness to extend this contract for one year. They have indicated in writing (attached) that they are willing to do so.

Therefore, it is my recommendation to enter into the fourth year of the contract with the vendor noted above. The contract period will be June 17, 2012 through June 16, 2013. Should you have any questions regarding this matter, please feel free to me at your earliest convenience.

KDG/sb

Attachments



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March 29, 2012

RFP EXTENSION REQUEST

TITLE: AHS Yearbooks

RFP#: 09-142-SN

X Yes, I agree to extend RFP 09-142-SN for AHS Yearbooks for an additional year under the same terms and conditions. The fourth year of the contract period will begin June 17, 2012 and expire June 16, 2013.

N No, I do not agree to extend 09-142-SN for AHS Yearbooks.

COMPANY NAME: Taylor Publishing/Balfour

SIGNATURE: 

PRINTED NAME/TITLE: John Pantelis **DATE:** 03/29/2012

TELEPHONE W/AREA CODE: 727-430-2849 **FAX W/AREA CODE:** 727-548-7240

By agreeing to allow this piggyback, 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 District's Human Resources 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 be borne by the vendor. You may access information regarding this law through the internet link: http://laws.flrules.org/files/Ch_2005-028.pdf. This law is effective September 1, 2005.

The prospective bidder certifies, by submission and signature of this piggyback request 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: Stephanie Bunford

PURCHASING DEPARTMENT

20430 GATOR LANE

LAND O' LAKES, FL 34638

(813) 794-2225 (PHONE)

(813) 794-2111 (FAX)

District School Board of Pasco County

Bid Recommendation

RFP Title	Anclote High School Yearbooks	Number of Vendors Notified	149
RFP Number	09-142-SN	Number of Bids Distributed	23
Date Solicited	May 4, 2009	Number of Vendors Bidding	5
Date Opened	May 26, 2009	Number of Formal "No Bid" Responses	0
Date Board Presentation	June 16, 2009	Funding Source	Internal Funds
Total Savings	N/A*	Grand Total of Bid	Est. \$30,000

Recommendation:

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

Term of Contract:

This is a three year contract, renewable annually by mutual agreement of all parties. The first year of the contract will commence on June 17, 2009 and continue through June 16, 2010.

Notations and Exceptions:

This RFP was awarded upon a weighted points system. The weighted point criteria were based upon the following weights: Quality (4), Total Price (3), and References (2), Workshop Options (2) Support Services (7) and Online Customer Service (2). Points were assigned on a scale of 5 (High) to 1 (Low) in each of the above entries, then multiplied by the weighted points factor.

*An estimated savings could not be calculated as this RFP was based on the above-referenced point system and recommended award to the vendor with the highest points.

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:

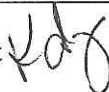
Ms. Monica Ilse, Principal and Kim Saavedra, Yearbook Advisor
3 Members of the student body (names on file in the Purchasing Department)
1 Parent (name on file in the Purchasing Department)

Bids Prepared By:

Stephanie Noble, Buyer

Reviewed and Authorized By:

Kendra Goodman, CPPB, Purchasing Agent



District School Board
of Pasco County

JUN 16 2009

Board Approved

DATE/TIME:

TABULATION SHEET

DATE OF OPENING: May 26, 2009 @ 2:30pm		Herff Jones Yearbooks	Jostens Yearbooks	Lifetouch Yearbooks
RFP NAME: Yearbooks-AHS		305 Church Street	24818 Black Creek Court	701 S. Howard Ave. #106-112
RFP #: 09-142-SN		Safetey Harbor, FL 34695	Land O' Lakes, FL 34639	Tampa, FL 33606
UNITS:	DESCRIPTION:	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE
	Anclore High School			
	Base Price:	\$24,846.00	\$21,000.00	\$20,550.00 without Adobe
				\$22,275.00 with Adobe
	TOTAL POINTS:	66	47	80

TABULATION SHEET

DATE OF OPENING: May 26, 2009 @ 2:30pm		Taylor Publishing	Walsworth Publishing Compnay
RFP NAME: Yearbooks-AHS		1070 66th Street North # 9	430 Chimney Rock Drive
RFP #: 09-142-SN		Pinellas Park, FL 33782	Ruskin, FL 33570
UNITS:	DESCRIPTION:	TOTAL PRICE	TOTAL PRICE
	Anclote High School		
	Base Price:	\$25,025.00	\$28,435.00
	TOTAL POINTS:	89	41