



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

April 17, 2012

MEMORANDUM

TO: Honorable School Board Members

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

RE: Bid # 10-076-DM, Social Studies Catalog Discount – District-Wide
Third Year Renewal of a Three-Year Contract
The Exploration Company
Herff Jones / Nystrom
RM Acquisition, LLC d/b/a Rand McNally

On May 4, 2010, official action (attached) was taken to award the above-referenced bid to The Exploration Company, Herff Jones/Nystrom, and RM Acquisition, LLC d/b/a Rand McNally. This bid is a three-year contract, renewable annually based upon mutual consent of both parties. The first year of the agreement expired on May 4, 2011. Subsequently, the second year of the agreement was awarded on April 19, 2011 and covers the period of May 5, 2011 through May 4, 2012.

Considering services have been satisfactory, David McCutcheon, Production Coordinator, The Exploration Company; Michael O'Connor, Division Controller, Herff Jones/Nystrom; and Melanie Vogt, Contract Administrator, RM Acquisition, LLC d/b/a Rand McNally was contacted to verify their willingness to enter into the third year of the agreement. As such, David McCutcheon, Michael O'Connor and Melanie Vogt have agreed in writing (attached), to enter into the third year of the contract.

Therefore, at this time, it is my recommendation to enter into the third year of the agreement with The Exploration Company, Herff Jones/Nystrom and RM Acquisition, LLC d/b/a Rand McNally. The third year of the contract will cover the period of May 5, 2012 through May 4, 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/dam

Attachment(s)

Date/Time: April 11, 2012 09:16:00



District School Board of Pasco County

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

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February 15, 2012

RFP RENEWAL REQUEST

RFP #: 10-076-DM

RFP TITLE: Social Studies Catalog Discount

☒ Yes, I agree to renew for the third year of a three year agreement for 10-076-DM under the same terms and conditions for the period of May 5, 2012 and expire on May 4, 2013.

☐ No, I do not agree to renew 10-076-DM

Company Name: The Exploration Co.

Signature: David McCutcheon Date: 2-16-12

Typed Name and Title: DAVID MCCUTCHEON OFFICE/PRODUCTION COORDINATOR

Telephone (w/area code): 888-394-6531 Fax Number (w/area code): 888-393-4093 or dmcutcheon@teachersdiscovery.com

DATE DUE: PLEASE FAX TO PURCHASING NO LATER THAN WEDNESDAY, 2/22/12.

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 through the internet link: http://election.dos.state.fl.us/laws/051laws/ch_2005-028.pdf. 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: Deb Matco, Buyer Assistant
PURCHASING DEPARTMENT
20430 GATOR LANE
LAND O' LAKES, FL 34638
(813) 794-2227 (PHONE) (813) 794-2111 (FAX)

District Wide Accreditation • Southern Association of Colleges and Schools



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February 15, 2012

RFP RENEWAL REQUEST

RFP #: 10-076-DM

RFP TITLE: Social Studies Catalog Discount

☒ Yes, I agree to renew for the third year of a three year agreement for 10-076-DM under the same terms and conditions for the period of May 5, 2012 and expire on May 4, 2013.

☐ No, I do not agree to renew 10-076-DM

Company Name: Herff Jones / Nystrom

Signature:  Date: February 17, 2012

Typed Name and Title: Michael O'Connor, Division Controller

Telephone (w/area code): 800-621-8086 Fax Number (w/area code): 317-329-3305 or MSFrank@herffjones.com

DATE DUE: PLEASE FAX TO PURCHASING NO LATER THAN WEDNESDAY, 2/22/12.

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February 15, 2012

RFP RENEWAL REQUEST

RFP #: 10-076-DM

RFP TITLE: Social Studies Catalog Discount

☒ Yes, I agree to renew for the third year of a three year agreement for 10-076-DM under the same terms and conditions for the period of May 5, 2012 and expire on May 4, 2013. Subject to the terms offered in the attached Rand Letter response

☐ No, I do not agree to renew 10-076-DM

Company Name: RM Acquisition, LLC d/b/a Rand McNally

Signature: Melanie Vogt

Date: 2/24/12

Typed Name and Title: Melanie Vogt, Contract Administrator

Telephone (w/area code): 800-333-0136 Fax Number (w/area code): 847-329-6139 or edpubbids@randmcnally.com

DATE DUE: **PLEASE FAX TO PURCHASING NO LATER THAN WEDNESDAY, 2/22/12.**

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Bid Recommendation

Bid Title	Social Studies Catalog Discount "As Needed" Basis	Number of Vendors Notified	242
Bid Number	10-076-DM	Number of Bids Distributed	20
Date Solicited	February 16, 2010	Number of Vendors Bidding	4
Date Opened	March 19, 2010	Number of Formal "No Bid" Responses	0
Date Board Presentation	May 4, 2010	Funding Source	*Various Funds
Total Savings	\$2,500.00	Grand Total of Bid	\$50,000.00

Recommendation:

Recommend acceptance of RFPs as noted on the attached tabulation sheet as having the highest average scores and best RFPs meeting written specifications.

Term of Contract:

This is a contract for social studies supplies to be purchased throughout the District. This is a three-year contract renewable annually based upon mutual agreement of all parties. The first year of this contract shall be effective from May 5, 2010 to May 4, 2011. The items in this contract will be ordered on an "as needed" basis during the contract period. Discounts will remain firm and in effect throughout the term of the contract. However, awarded companies may update their catalogs in six-month intervals.

Notations and Exceptions:

This is a multi-award RFP (up to three vendors) based upon the highest average scores. The evaluation consisted of a selection review committee, made up of representatives from Curriculum & Instructional Services, one middle school teacher and one high school teacher. Each RFP was evaluated according to a weighted point system (i.e. 4-Discount Offered, 4-Sufficient Products, 5-References) as outlined in the specifications with scores totaled and then averaged to obtain the respondents with the highest average scores. Copies of the evaluation forms are on file in the Purchasing Department.

Recommend rejection of Long's Electronics as their products did not meet the types of materials and supplies as specified in the RFP document (i.e. hanging maps, globes, desk maps).

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.

Savings were determined by averaging the submitted RFP Discounts and subtracting the discount from the total value of the RFP.

*Various funding sources: Capital, Enterprise, General, Special Revenue and Internal.

Bids Evaluated By:

Paula Lesko, Social Studies Supervisor, Curriculum & Instructional Services
Karen England, River Ridge Middle School Teacher
Jennifer Halls, Sunlake High School Teacher

District School Board
of Pasco County

Bids Prepared By:

Laurie Roberts, CPPB, Buyer, Purchasing Department

MAY 04 2010

Board Approved

Reviewed and Authorized By:

Kendra Goodman, CPPO, CPPB, Purchasing Agent

Date/Time: April 28, 2010; 9:05:00

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

District School Board
 of Pasco County
MAY 04 2010
 Board Approved

DATE OF OPENING: March 19, 2010 @ 2:30 PM	The Exploration Company	Long's Electronics, Inc.	Nystrom-Herff Jones Education Division
RFP TITLE: Social Studies Catalog Discount	2676 Paldan Drive	2630 - 5th Avenue South	4719 W. 62nd Street
RFP #10-076-DM	Auburn Hills, MI 48307	Irondale, AL 35210	Indianapolis, IN 46268
Board Meeting 5/4/10			
DESCRIPTION	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE
Catalog Name	September 09-10 The Exploration Company - Secondary	2010 Long's Electronics Catalog	Nystrom 2009-2010 Social Studies Catalog
Discount	10%	5%	5%
Catalog Name	September 09-10 The Exploration Company - Elementary		
Discount	10%		
Catalog Name			
Discount			
Catalog Name			
Discount			
Total Points Awarded	72.98	0.00	97.41

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: March 19, 2010 @ 2:30 PM	Rand McNally	Steiss-Perez Maps
RFP TITLE: Social Studies Catalog Discount	9855 Woods Drive	P.O. Box 10325
RFP #10-076-DM	Skokie, IL 60077	Tampa, FL 33679-0325
Board Meeting 5/4/10		
DESCRIPTION	TOTAL PRICE	TOTAL PRICE
Catalog Name	Rand McNally 2009-2010 Education Catalog	Universal Map 2010-2011
Discount		30% except 20% on globes, 40% on Universal desk maps
Catalog Name		Wenschow 2010
Discount		25%
Catalog Name		Cram 2010
Discount		20% Globes, 15% Atlases & Map/Globes Skills Programs
Catalog Name		National Geographic -Student Atlas of the World 2010
Discount		20%
Total Points Awarded	70.06	54.75

Board Approved

MAY 04 2010

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of Pasco County