



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
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May 1, 2012

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent 

RE: Third Year Renewal of Three-Year Contract
RFP # 11-005-SN Yearbooks – Zephyrhills High School
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 expired on June 30, 2011. Subsequently, the second year of the agreement was awarded on May 3, 2011 and covers the period of July 1, 2011 through June 30, 2012.

Considering services have been satisfactory, Taylor Publishing was contacted to verify their willingness to enter into the third year of the agreement. As such, Taylor Publishing has 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 Taylor Publishing. The third year of the contract will cover the period of July 1, 2012 through June 30, 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/plh

Attachments

District Wide Accreditation • Southern Association of Colleges and Schools

Date/Time: April 25, 2012 07:50:00



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RFP RENEWAL REQUEST

RFP #11-005-SN

RFP TITLE: Yearbooks – Zephyrhills High School

X

Yes, I agree to renew RFP #11-005-SN under the same terms and conditions as the existing bid. The third year period shall be from July 1, 2012 through June 30, 2013.

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

COMPANY NAME: Taylor Publishing (BOLFORD)
 SIGNATURE: John Pantelis
 TYPED NAME AND TITLE: JOHN PANTELIS, REPRESENTATIVE
 TELEPHONE (WITH AREA CODE): 727-546-4551
 FAX NUMBER (WITH AREA CODE): 727-548-7240
 E-MAIL: taylorcops@aol.com
 DATE: 4/17/12

NOTE: 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 be 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 is 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 EMAIL BACK TO: phall@pasco.k12.fl.us
 DISTRICT SCHOOL BOARD OF PASCO COUNTY
 ATTENTION: Patty Hall
 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

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

MAY 03 2011

Board Approved

District School Board
of Pasco County

APR 20 2010

Board Approved

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

BOARD DATE: April 20, 2010			Jostens	Lifetouch	Taylor	Walsworth
RFP TITLE: Yearbooks - Zephyrhills High School			1020 Shady Maple Circle	701 S. Howard Ave. # 106-112	10707 66th Street North # 9	430 Chimney Rock
BID # 11-008-SN			Ocoee, FL 34761	Tampa, FL 33606	Pinellas Park, FL 33782	Ruskin, FL 33570
ITEM#	Units	DESCRIPTION	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE
Section B		Base Price:	\$43,996.00	\$41,700.00	\$36,998.00	\$38,347.00
Section C		Add-ons:				
1	per copy	Cost of additional copies (after the 700 specified)	\$49.00	\$31.00	\$20.47	\$23.09
2	per copy	Credit for reduction in quantity of yearbooks	-\$19.00	-\$31.00	-\$20.47	-\$16.35
3	per page	Credit for reduction in 4 color pages	-\$80.00	(-\$387.00)/-\$96.75	N/A	-\$125.00
4	per page	Credit for reduction in 8 color pages	-\$80.00	(-\$773.00)/-\$96.63	(\$-1,000.00)/\$-125.00	-\$125.00
5	per page	Credit for reduction in 4 black and white pages	-\$60.00	N/A	N/A	-\$75.00
6	per page	Credit for reduction in 8 black and white pages	-\$60.00	N/A	\$-800.00/\$-100.00	-\$75.00
7	per page	Cost for 4 additional color pages	\$225.00	(\$387.00)/\$96.75	N/A	\$205.00
8	per page	Cost for 8 additional color pages	\$225.00	(\$773.00)/\$96.63	\$1,357.00/\$169.63	\$205.00
9	per page	Cost for 4 additional black and white pages	\$150.00	(\$300.00)/\$75.00	N/A	\$125.00
10	per page	Cost for 8 additional black and white pages	\$150.00	(\$700.00)/\$87.50	\$1,100.00/\$137.50	\$125.00
11	1 line	Cost for lines of personalization	\$5.99	\$4.00	\$3.30	\$3.95
12	2 lines	Cost for lines of personalization	\$8.99	\$6.00	\$3.30	\$3.95
13	per icon	Cost for Icons	\$3.00	\$2.00	\$3.15	\$5.00
14	per cover	Cost for plastic protective covers	\$2.00	\$2.00	\$1.07	\$1.15
15	per section	Cost for autograph sections	\$2.00	\$1.00	\$0.52	\$1.15
16	per pocket	Cost for photo pockets	\$1.00	\$2.00	\$1.00	\$1.30
17	per copy	Yearbook curriculum textbook cost	\$25.00	\$5.00	\$0.00	\$0.00
18	per copy	Photography curriculum textbook cost	\$25.00	\$5.00	\$0.00	\$0.00
19	per copy	Direct sales to students/parents cost	\$1.00	did not enter amount	\$1.85	\$1.00
20	per hour	Company Graphic Artist	\$50.00	\$38.00	\$64.50	\$47.60
21	per copy	Current events insert cost – sewn into book	\$3.00	\$1.50	\$1.98	\$1.95
22	per copy	Current events insert cost – tape insertion	\$3.00	\$1.50	\$1.98	\$1.95
23	per copy	DVD supplement cost of production and insertion	\$7.00	\$5.00	\$0.00	\$0.00
24	per copy	Spine copy/decoration (school design cover)	\$1.00	\$1.53	\$0.00	\$0.00
25	per copy	Spine copy/decoration (company design cover)	\$1.00	\$1.53	\$0.00	\$0.00

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ITEM#	Units	DESCRIPTION	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE
						If printed no charge. If foiled, silkscreened or embosses then same charges as below.
26	per copy	Back cover decoration charge	\$3.00	\$0.00	\$0.00	
27	per copy	Additional silkscreen color applied	\$1.00	\$0.84	\$1.02	\$0.85
28	per copy	Additional foil – stamp color applied	\$1.00	\$0.88	\$1.02	\$0.85
29	per copy	Foil – stamp die charge (if new die)	\$0.50	\$0.35	Quote required	\$150.00-\$500.00
30	per copy	Embossing	\$2.00	\$1.40	\$1.08	\$0.95
31	per copy	Embossing die charge (if new die)	\$1.00	\$0.78	Quote required	\$500.00-\$1,500.00
32	per copy	Metalique/metalay application	\$2.00	\$2.87	\$2.58	\$0.95
33	per copy	Rounding and Backing	\$1.00	\$0.35	\$0.00	\$0.00
34	per copy	Four color printed cover	\$1.00	\$0.00	\$0.68	\$0.00
35	per copy	Mylar lamination for printed cover	\$1.00	\$0.25	\$0.00	\$0.85
36	per copy	Company – design die cut end-sheets	\$2.00	\$0.40	\$0.00	\$0.55
37	per copy	Company – design embossed end-sheets	\$2.00	\$0.40	\$0.00	\$0.65
38	per copy	Company – design foil – stamped end-sheets	\$2.00	\$0.70	\$0.00	\$0.65
39	per copy	Different front & back end-sheet designs	\$2.00	\$0.95	\$0.84	\$385 spot color and \$685 (full color)
40	per copy	Four color process end-sheets, same design front and back	\$1.00	\$0.72	\$0.52	\$485.00/\$0.69
		Total for Add-ons # 1,2,4,8,10-18, 20-25, 27, 28, 30, 32-38, 40	\$478.95	\$172.37	\$269.88	\$286.73
		Total Points Awarded:	69.43	Withdrew Bid	113.99	90.57