



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

May 1, 2012

MEMORANDUM

TO: Honorable School Board Members

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

RE: Second Year Renewal of Three-Year Contract
RFP #12-006-VJ Yearbooks – Hudson High School
Jostens

On May 17, 2011, official action (attached) was taken to award the above-referenced bid to Jostens. This bid is a three-year contract, renewable annually based upon mutual consent of both parties. The first year of the agreement will expire on July 5, 2012.

Considering services have been satisfactory, Jim Reppi, Sales Representative with Jostens, was contacted to verify his willingness to enter into the second year of the agreement. As such, Jim Reppi has agreed in writing (attached), to enter into the second year of the contract.

Therefore, at this time, it is my recommendation to enter into the second year of the agreement with Jostens. The second year of the contract will cover the period of July 6, 2012 through July 5, 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



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RFP RENEWAL REQUEST

RFP #12-006-VJ

RFP TITLE: Yearbooks - Hudson High School

X

Yes, I agree to renew RFP #12-006-VJ under the same terms and conditions as the existing bid. The second year period shall be from July 6, 2012 through July 5, 2013.

No, I do not agree to renew RFP #12-006-VJ

COMPANY NAME: Jostens

SIGNATURE: *Jim Reppi*

TYPED NAME AND TITLE: Jim Reppi - sales representative

TELEPHONE (WITH AREA CODE): 813-957-8999

FAX NUMBER (WITH AREA CODE): 813-319-2851

E-MAIL: jim.reppi@jostens.com

DATE: 4/23/12

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 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, Interim Buyer Assistant
PURCHASING DEPARTMENT
20430 GATOR LANE
LAND O' LAKES, FL 34638
(813) 794-2489 (PHONE)
(813) 794-2111 (FAX)

District School Board of Pasco County Bid Recommendation

RFP Title	Yearbooks-Hudson High School		Number of Vendors Notified	242
RFP Number	12-006-VJ		Number of Proposals Distributed	13
Date Solicited	March 25, 2011		Number of Vendors Proposing	4
Date Opened	April 18, 2011		Number of Formal "No Bid" Responses	0
Date Board Presentation	May 17, 2011		Funding Source	School Internal Funds
Total Savings	Estimated \$14,102.93		Grand Total of RFP	Estimated \$65,250

Recommendation: Recommend acceptance of RFP from Jostens 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 6, 2011 and continue through July 5, 2012.

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 (5), Add-on Prices (3), References (3), Website, Software (4), Educational Resources (4), Workshop Options (4). 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 # 1,2,4,8,11-15,20-22,27,28,30,32,39,40)

The grand total of the bid was determined by adding the base price with the anticipated add-ons.

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.


Proposals Evaluated By:

Charlotte Prahasky, Assistant Principal, High School
Dawn David, Yearbook Adviser, Hudson High School
11 Students from Hudson High School-Names on file in Purchasing

Proposal Prepared By:

Vickie Jones, Buyer Assistant, Purchasing Department

Reviewed and Authorized By:

Kendra Goodman, CPPO, CPPB, Purchasing Agent 

District School Board
of Pasco County

MAY 17 2011

Board Approved

DATE OF OPENING: April 18, 2011 @ 2:30pm	Balfour	Herff-Jones	Jostens	Walsworth
BID NAME: Yearbooks - Hudson High School	10707 66th St. N. #9	305 Church St.	3601 Minnesota Dr.	1511 Druid Rd.
BID #: 12-006-VJ	Pinellas Park, FL 33782	Safety Harbor, FL 34695	Minneapolis, MN 55435	Maitland, FL 32751
	P 727-546-4551	P 727-410-9757	P 800-325-4774	P 813-230-2812
	727-548-7240	F 727-797-4262	F 813-319-2851	F 407-831-0588
DESCRIPTION:				
Hudson High School	\$31,570.00	\$50,367.71	\$30,000.00	\$40,000.00
Base price: 380 pages full color, 600 copies				
TOTAL POINTS:	100	72.5	127.5	48.75
1. Cost of additional copies (after the 600 specified)	\$27.29	\$40.27	\$45.00	\$36.00
2. Credit for reduction in quantity of yearbooks	-\$27.29	-\$40.27	-\$45.00	-\$30.00
3. Credit for reduction in 4 color pages	-\$181.25	-\$118.75	-\$80.00	NA
4. Credit for reduction in 8 color pages	-\$181.25	-\$118.75	-\$80.00	-\$150.00
5. Credit for reduction in 4 black and white pages	NA	NA	NA	NA
6. Credit for reduction in 8 black and white pages	NA	NA	NA	\$75.00
7. Cost for 4 additional color pages	\$181.25	\$118.75	\$80.00	NA
8. Cost for 8 additional color pages	\$181.25	\$118.75	\$80.00	\$163.00
9. Cost for 4 additional black and white pages	NA	NA	NA	NA
10. Cost for 8 additional black and white pages	NA	NA	NA	\$87.50
11. Cost for lines of personalization	\$3.10	\$2.90	\$4.00	\$5.00
12. Cost for lines of personalization	\$3.10	\$4.70	\$6.00	\$10.00
13. Cost for Icons	\$3.10	\$2.25	\$2.00	\$7.00
14. Cost for plastic protective covers	\$1.13	\$0.85	\$1.10	\$3.00
15. Cost for autograph sections	\$0.55	\$0.65	\$1.00	\$3.00
16. Cost for photo pockets	\$0.54	NA	\$1.00	\$1.00
17. Yearbook curriculum textbook cost - Additional copies	\$0.63	NC	\$35.00	\$50.00
18. Photography curriculum textbook cost	\$0.63	NC	\$10.00	Included
19. Direct sales to students/parents cost	\$1.85	NC	NC	\$1-\$2
20. Company Graphic Artist	\$35.00	\$34.00	\$35.00	\$50.00
21. Current events insert cost - sewn into book	\$1.85	\$2.25	\$2.00	\$2.00
22. Current events insert cost - tape insertion	\$1.85	\$2.25	\$2.00	\$2.00
23. DVD supplement cost of production and insertion (sleeves, etc)?	NA	NA	\$4.50	\$7.50
24. Spine copy/decoration (school design cover)	NC	NC	Included	Included
25. Spine copy/decoration (company design cover)	NC	NC	Included	Included
26. Back cover decoration charge	NC	NC	Included	Included
27. Additional silkscreen color applied	\$0.81	\$0.72	\$0.70	\$0.80
28. Additional foil - stamp color applied	\$0.95	\$0.94	\$0.90	\$0.90
29. Foil - stamp die charge (if new die)	Quote required	Depends on detail of die	\$0.16	Quote required
30. Embossing	\$1.10	\$0.67	\$0.90	\$0.95
31. Embossing die charge (if new die)	Quote required	Depends on detail of die	\$0.40	Quote required
32. Metalique/metalay application	\$1.50	\$1.44	\$1.35	\$0.95
33. Rounding and Backing	NC	NC	Included	\$0.00
34. Four color printed cover	Included	\$1.07	Included	\$0.00
35. Mylar lamination for printed cover	NC	NC	Included	\$0.00
36. Company - design die cut end-sheets	NC	NA	\$0.50	\$0.95
37. Company - design embossed end-sheets	NC	NC	\$0.50	\$0.95
38. Company - design foil - stamped end-sheets	NC	NC	\$0.50	\$0.90
39. Different front & back end-sheet designs	\$1.22	\$0.28	\$1.00	\$0.80
40. Four color process end-sheets, same design front and back	\$0.91	\$1.07	\$0.80	\$0.50
1,2,4,8,11-15,20-22,27,28,30,32,39,40	\$56.17	\$54.97	\$58.75	\$105.90

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Board Approved