



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

June 5, 2012

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent 

RE: Third Year Renewal of Three-Year Contract
RFP #11-017-VJ, Yearbooks – Ridgewood High School
Walsworth Publishing

On June 15, 2010, official action (attached) was taken to award the above-referenced bid to Walsworth Publishing. This bid is a three-year contract, renewable annually based upon mutual consent of both parties. The first year of the agreement expired on June 30, 2011. Subsequently, the second year of the agreement was awarded on May 17, 2011 and covers the period of July 1, 2011 through June 30, 2012.

Considering services have been satisfactory, Adam Livesay, Sales Representative with Walsworth Publishing, was contacted to verify his willingness to enter into the third year of the agreement. As such, Adam Livesay 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 Walsworth 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



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RFP RENEWAL REQUEST

RFP #11-017-VJ

RFP TITLE: Yearbooks - Ridgewood High School

Yes, I agree to renew RFP #11-017-VJ 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 #11-017-VJ

COMPANY NAME: Walsworth Publishing

SIGNATURE: Adam Liversay

TYPED NAME AND TITLE: Adam Liversay - Sales Representative

TELEPHONE (WITH AREA CODE): (613) 230-2812

FAX NUMBER (WITH AREA CODE): (407) 831-0588

E-MAIL: yearbookcentral@walsworth.com

DATE: 5/15/12

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 District's 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://elections.dos.state.fl.us/laws/051/lawsrch_2005-0728.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: patty@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) 794-2488 (PHONE)
(813) 794-2111 (FAX)

District School Board of Pasco County Bid Recommendation

Bid Title	Yearbooks – Ridgewood High School		Number of Vendors Notified	232
Bid Number	11-017-VJ		Number of Bids Distributed	14
Date Solicited	April 27, 2010		Number of Vendors Bidding	4
Date Opened	May 19, 2010		Number of Formal “No Bid” Responses	0
Date Board Presentation	June 15, 2010		Funding Source	Internal Funds
Total Savings	*N/A		Grand Total of Bid	**\$26,864

Recommendation:

Recommend acceptance of the proposal from Walsworth Publishing as noted on the attached tabulation sheet as the highest scoring, responsive, responsible proposer meeting written specifications and testing criteria.

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 points criteria were based upon the following weights: Quality of Samples (4), Base Price (3), References (2), Workshop Options (2), Support Services (7), and Online Customer Service (2). Points were assigned on a scale of 1 (Low) to 5 (High) in each of the above entries and force ranked depending on the number of respondents and then multiplied by the weighted point 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.

**School requested base pricing for a 208 full-color book and a 48 color page, 160 black/white page book to create full color yearbooks if economically feasible. The full-color book cost is \$26,864 and the 160 black/white page book is \$20,189.

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.

District School Board
of Pasco County

Bids Evaluated By:

Shawn Hohenthauer, Assistant Principal, Ridgewood High School
Gail Schuck, Yearbook Advisor, Ridgewood High School
3 Members of the Student Body (names on file in the Purchasing Department)

MAY 17 2011

Board Approved

Bid Prepared By:

Vickie Jones, Buyer Assistant, Purchasing Department

District School Board
of Pasco County

Reviewed and Authorized By:

Kendra Goodman, CPPO, CPPB, Purchasing Agent

JUN 15 2010

Board Approved

TABULATION SHEET
YEARBOOKS-RHS

DATE OF OPENING: May 19, 2010 @ 2:30pm		Herff-Jones	Jostens	Taylor Publishing	Walsworth
BID NAME: Yearbooks - Ridgewood High School		305 Church St.	3601 Minnesota Dr.	10707 66th St. N. #9	430 Chimney Rock Dr.
BID #: 11-017-VJ		Safety Harbor, FL 34695	Minneapolis, MN 55435	Pinellas Park, FL 33782	Ruskin, FL 33570
		727-410-9757	800-325-4774	727-204-7379	813-465-3390
UNITS:	DESCRIPTION:	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE
	Ridgewood High School				
	Base price: 208 pages full color	\$25,984.00	\$26,062.00	\$26,964.00	\$26,864.00
	Base price: 48 color pages, 160 black/white	\$22,984.00	\$20,461.00	\$23,939.00	\$20,189.00
	TOTAL POINTS:	52.50	67.50	59	91.25

District School Board
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MAY 17 2011
 Board Approved

District School Board
 of Pasco County
JUN 15 2010
 Board Approved