



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 *KDG*

RE: Second Year Renewal of Three-Year Contract
DN #12-005-DN ESE Equipment & Supplies Catalog Discount "As-Needed"
Kaplan
Rifton Equipment

On August 2, 2011, official action (attached) was taken to award the above-referenced Direct Negotiation to Kaplan and Rifton Equipment. 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 9, 2012.

Considering services have been satisfactory, Kaplan and Rifton Equipment were contacted to verify their willingness to enter into the second year of the agreement. As such, Kaplan and Rifton Equipment have 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 Kaplan and Rifton Equipment. The second year of the contract will cover the period of July 10, 2012 through July 9, 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

Direct Negotiation #12-005-DN

DN TITLE: ESE Equipment & Supplies Catalog Discount "As-Needed"

Yes, I agree to renew #12-005-DN under the same terms and conditions as the existing contract. The second year period shall be from **July 10, 2012 through July 9, 2013**. *DISCOUNT APPLIED TO CURRENT CATALOG PRICING IN EFFECT WHEN ORDER IS PLACED.

No, I do not agree to renew #12-005-DN

COMPANY NAME: **Kaplan**

SIGNATURE: *Cindy E Cochie*

TYPED NAME AND TITLE: CINDY E COCHIE SR CONTRACT AGENT

TELEPHONE (WITH AREA CODE): 800-334-2014

FAX NUMBER (WITH AREA CODE): 336-712-2243

E-MAIL: BIDS@KAPLANCO.COM

DATE: 5/2/12

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/0511laws/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)



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RFP RENEWAL REQUEST
Direct Negotiation #12-005-DN
DN TITLE: ESE Equipment & Supplies Catalog Discount "As-Needed"

Yes, I agree to renew #12-005-DN under the same terms and conditions as the existing contract. The second year period shall be from **July 10, 2012 through July 9, 2013.**

No, I do not agree to renew #12-005-DN

COMPANY NAME: Rifton

Rifton Equipment
A division of
Community Products LLC

SIGNATURE: _____

Carmen Hinkey

TYPED NAME AND TITLE: _____

Carmen Hinkey
Authorized Agent

TELEPHONE (WITH AREA CODE): _____

800 571 8198

FAX NUMBER (WITH AREA CODE): _____

800 865 4674

E-MAIL: _____

sales@rifton.com

DATE: _____

April 24, 2012

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/0511laws/ch_2005-028.pdf. This law is effective September 1, 2005.

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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

Direct Negotiation	ESE Equipment and Supplies - Catalog Discount "As-Needed"		Number of Vendors Notified	2
Direct Negotiation Number	12-005-DN		Number of Proposals Distributed	2
Date Solicited	June 10, 2011		Number of Vendors Proposing	2
Date Opened	June 24, 2011		Number of Formal "No Bid" Responses	0
Date Board Presentation	August 2, 2011		Funding Source	General
Total Savings	**NA		Grand Total of Direct Negotiation	Est. Annual \$300,000

Recommendation:

Recommend acceptance of proposals as noted on the attached tabulation sheet as the highest scoring, responsive, responsible proposer meeting written specifications.

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 August 2, 2011 and expire on July 9, 2012.

Notations and Exceptions:

On May 17, 2011, official action was taken to allow permission for the Purchasing Department to directly negotiate with up to three additional vendors to meet the needs of the District's ESE Department. This is a multi-awarded Direct Negotiation awarded to two vendors based upon a weighted point system. The weighted point criteria were based upon the following: Lowest Net Cost (75), Vendor Inventory (20), References (50) and a maximum of five (5) bonus points for online ordering. Estimated annual expenditures will vary depending upon need; however, discounts will remain firm for the duration of the contract. Catalogs can be updated in July and January of each contract year.

A total of fifty (50) of the most commonly used bid items were selected from various elementary, middle and high school orders. Rifton Equipment did not meet the 60% inventory requirement. However, it is in the District's best interest to make an exception as Rifton supplies industry-specific products used often by the ESE Department. Flaghouse did not respond to the direct negotiation invitation.

Due to the range of specialty products offered by both awarded vendors, a savings could not be calculated.

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.

Direct Negotiations Evaluated By:

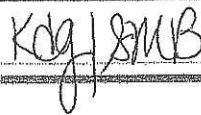
Vickie Jones, Buyer Assistant, Purchasing Department

Direct Negotiations Prepared By:

Vickie Jones, Buyer Assistant, Purchasing Department

Reviewed and Authorized By:

Kendra Goodman, CPPO, CPPB, Purchasing Agent



District School Board
of Pasco County

AUG 02 2011

Board Approved

Date of Opening: June 24, 2011 @ 2:30 p.m.	Flaghouse	Kaplan	Rifton Equipment
RFP Title: ESE Equipment and Supplies Catalog Discount	601 Flaghouse Dr.	1310 Lewisville-Clemmons Rd.	PO Box 260
12-005-DN	Hasbrouck Heights, NJ 07604	Lewisville, NC 27023	Rifton, NY 12471
		P 800-334-2014	P 800-571-8198
		F 336-712-2243	F 800-865-4674
Discount Offered	No Bid	15%	25%
Catalog Name		Early Childhood 2011 Catalog K5 2011 Catalog	Rifton 2011
Exclusions from bid		Next day, 2nd day, and K-Truck delivery are not included in free shipping offered.	None
Reference Number		C-191	None
Total Points:		200.00	137.50

District School Board
of Pasco County

AUG 02 2011

Board Approved