



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
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June 5, 2012

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent 

RE: Second Year Renewal of Three-Year Contract
RFP #12-005-VJ ESE Equipment & Supplies Catalog Discount "As-Needed"
School Specialty

On May 17, 2011, official action (attached) was taken to award the above-referenced RFP to School Specialty. This RFP 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, School Specialty was contacted to verify their willingness to enter into the second year of the agreement. As such, School Specialty 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 School Specialty. 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

District School Board of Pasco County Bid Recommendation

RFP Title	ESE Equipment and Supplies - Catalog Discount "As-Needed"		Number of Vendors Notified	201
RFP Number	12-005-VJ		Number of Proposals Distributed	58
Date Solicited	February 25, 2011		Number of Vendors Proposing	7
Date Opened	April 6, 2011		Number of Formal "No Bid" Responses	2
Date Board Presentation	May 17, 2011		Funding Source	General
Total Savings	Est. Annual \$45,000		Grand Total of RFP	Est. Annual \$300,000

Recommendation:

Recommend acceptance of proposal 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 July 10, 2011 and expire on July 9, 2012.

Notations and Exceptions:

This is a multi-awarded RFP (awarded to a maximum of six 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. Vendors who could not supply 60% of these items were disqualified and are noted with an asterisk (*) with the exception of one. Vendors that failed to submit the completed the Excel spreadsheet in both hardcopy and CD-ROM as required were disqualified and are noted with double asterisks (**).

Because this RFP is being awarded to only one vendor and the District requires multiple vendors to meet our needs, we request permission to negotiate with up to three more interested parties that can best meet the needs of the District's Exceptional Student Education Department.

The saving was determined by subtracting the discount of the awarded vendor from the annual expenditures by the District.

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

MAY 17 2011

Board Approved

**District School Board of Pasco County
Bid Recommendation**

**RFP # 12-005-VJ
Page 2**

Proposals Evaluated By:

Vickie Jones, Buyer Assistant, Purchasing Department

Proposals 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

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DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

Date of Opening: April 6, 2011 @ 2:30 p.m.	Becker's School Supplies	Gopher Sport	Kaplan
RFP Title: ESE Equipment and Supplies Catalog Discount	1500 Melrose Hwy.	2525 Lemond St. S.W.	1310 Lewisville-Clemmons Rd.
RFP #: 12-005-VJ	Pennsauken, NJ 08110	Owatonna, MN 55060	Lewisville, NC 27023
	P 856-792-9292	P 800-533-0446	P 800-334-2014
	F 856-792-4500	F 800-451-4855	F 336-712-2243
Discount Offered	*Disqualified	No Bid	*Disqualified
Catalog Name			
Did not meet intent of bid			
Exclusions from bid			
Reference Number			
Total Points:			
* Page 13 - Vendors may be automatically disqualified if they are unable to provide at least sixty percent (60%) of items from the most commonly purchased items.			
** Page 14 - Failure to submit completed the Excel spreadsheet in both hardcopy and CD-ROM as noted above that includes the pricing, item numbers, page numbers, discounts and extended prices will result in disqualification.			

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DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

Date of Opening: April 6, 2011 @ 2:30 p.m.	Lakeshore Learning Materials	M-F Athletic	Rifton Equipment
RFP Title: ESE Equipment and Supplies Catalog Discount	2695 E. Dominguez St.	PO Box 8090	PO Box 260
RFP #: 12-005-VJ	Carson, CA 90895	Cranston, RI 02920	Rifton, NY 12471
	P 800-421-5354	P 800-556-7464	P 800-571-8198
	F 310-537-7990	F 800-682-6950	F 800-865-4674
Discount Offered	No Bid	*Disqualified **Disqualified	**Disqualified
Catalog Name			
Did not meet intent of bid			
Exclusions from bid			
Reference Number			
Total Points:			
* Page 13 - Vendors may be automatically disqualified if they are unable to provide at least sixty percent (60%) of items from the most commonly purchased items.			
** Page 14 - Failure to submit completed the Excel spreadsheet in both hardcopy and CD-ROM as noted above that includes the pricing, item numbers, page numbers, discounts and extended prices will result in disqualification.			

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DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

Date of Opening: April 6, 2011 @ 2:30 p.m.	School Specialty	Shiffler Equipment Sales	TFH
RFP Title: ESE Equipment and Supplies Catalog Discount	W 6316 Design Dr.	745 South Street	4537 Gibsonia Rd.
RFP #: 12-005-VJ	Greenville, WI 54942	Chardon, OH 44024	Gibsonia, PA 15044
	P 888-388-3224	P 800-547-1539	p 724-444-6400
	F 888-388-6344	F 800-547-1535	
Discount Offered	15% Supplies 30% Furniture & Equipment	*Disqualified **Disqualified	*Disqualified
Catalog Name	Abilitations 2011 School Specialty 2011		
Did not meet intent of bid			
Exclusions from bid	Parcel items with 7 or 9 prefix free shipping if order is \$49 or over. Items with 6 or 8 prefix shipping is 15% of order if order is \$49-\$2,000. Over \$2,000 call for quote.		
Reference Number	2011240100SS		
Total Points:	102.30		
* Page 13 - Vendors may be automatically disqualified if they are unable to provide at least sixty percent (60%) of items from the most commonly purchased items.			
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