

District School Board of Pasco County Bid Recommendation

RFP Title	Caps, Gowns, Rings, Announcements-AHS	Number of Vendors Notified	281
RFP Number	12-083-SB	Number of Proposals Distributed	16
Date Solicited	March 26, 2012	Number of Vendors Proposing	3
Date Opened	April 19, 2012	Number of Formal "No Bid" Responses	0
Date Board Presentation	June 5, 2012	Funding Source	School Internal Funds
Total Savings	*N/A	Grand Total of Proposal	Estimated \$40,000

Recommendation: Recommend acceptance of "all-or-none" proposal from Balfour per the attached tabulation sheet as the best, responsive, responsible proposal receiving the highest points.

Term of Contract: This proposal is for the student-direct purchase of caps, gowns, rings and announcements for Anclote High School. This is a three-year contract, renewable annually based upon the mutual consent of both parties. The first year will commence on September 2, 2012 and continue through September 1, 2013.

Notations and Exceptions: This RFP was awarded upon a weighted points system. The weighted point criteria were based upon the following weights: Quality (75), Total Price (25), and References (50). Points were assigned on a scale of one (1) to five (5) in each of the above entries, force ranked and then multiplied by the weighted point factor.

The estimated total of the bid was calculated by multiplying the average cost for each section by the estimated number of students that will be purchasing the items. *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.

Offers from 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.

Proposals Evaluated By: Kim Davis, Assistant Principal, Kim Saavedra, Commercial Arts Teacher, and 3 Students-Names on file in Purchasing

Proposal Prepared By: Stephanie Bunford, Buyer, Purchasing Department

Reviewed and Authorized By: Kendra Goodman, CPPO, CPPB, Purchasing Agent



Date/Time: May 30, 2012 08:21:00

RFP Title: Anclote High School Caps, Gowns, Rings Announcements	Balfour	Herff Jones	Jostens
RFP #: 12-083-SB	4707 140th Ave N #217	6009 Dr. MLK Street North	548 S. Hyer Ave.
DATE OF OPENING: April 19, 2012 @ 2:30 P.M.	Clearwater, FL 33762	St. Petersburg, FL 33703	Orlando, FL 32801
Board Meeting: June 5, 2012			
CATEGORY A Quality (Samples):			
Average for 5 evaluators:	4.07	2.93	3.33
Force Rank Score	5.00	1.667	3.334
WEIGHTED POINTS:	75.00	25.01	50.00
CATEGORY B Total Price	\$626.23	\$724.95	\$377.94
Force Rank Score	3.334	1.667	5.00
WEIGHTED POINTS:	33.34	16.67	50.00
CATEGORY C References:	15.00	14.80	13.23
Force Rank Score	5.00	3.334	1.667
WEIGHTED POINTS:	50.00	33.34	16.67
Total Points	158.34	75.02	116.67