



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 19, 2012

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent *Kdg/SMCB*

RE: Third Year Renewal of Three-Year Contract
RFP #11-027-SN Pictures – Fivay High School
Lifetouch National School Studios

On July 20, 2010, official action (attached) was taken to award the above-referenced bid to Lifetouch National School Studios (formerly Herff Jones Photography). This bid is a three-year contract, renewable annually based upon mutual consent of both parties. The first year of the agreement expired on July 20, 2011. Subsequently, the second year of the agreement was awarded on June 7, 2011 and covers the period of July 21, 2011 through July 20, 2012.

Considering services have been satisfactory, Brian Hubler, Territory Manager, Lifetouch National School Studios, was contacted to verify his willingness to enter into the third year of the agreement. As such, Brian Hubler 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 Lifetouch National School Studios. The third year of the contract will cover the period of July 21, 2012 through July 20, 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 #11-027-SN

RFP TITLE: Pictures - Fivay High School

Yes, I agree to renew RFP #11-027-SN under the same terms and conditions as the existing bid. The third year period shall be from July 21, 2012 through July 20, 2013.

No, I do not agree to renew RFP #11-027-SN

COMPANY NAME: Lifetouch National School Studios

SIGNATURE: [Signature]

TYPED NAME AND TITLE: Brian Hubler Territory Manager

TELEPHONE (WITH AREA CODE): 813-402-3500 C 727-518-4684

FAX NUMBER (WITH AREA CODE): 727-552-4858

E-MAIL: bhubler@lifetouch.com

DATE: 6/7/12

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://election.dos.state.fl.us/lwa/05/laws/0511/law0511_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 in this transaction per the provisions of Florida Statute 287.133(2)(a).

PLEASE EMAIL BACK TO: phal@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	School Pictures-Fivay High School		Number of Vendors Notified	98
RFP Number	11-027-SN		Number of Proposals Distributed	13
Date Solicited	May 25, 2010		Number of Vendors Proposing	3
Date Opened	June 17, 2010		Number of Formal "No Bid" Responses	0
Date Board Presentation	July 20, 2010		Funding Source	Internal Funds
Total Savings	Est. \$7,000		Grand Total of RFP	Est. \$50,000

Recommendation:

Recommend acceptance of alternate RFP from Herff Jones Photography as noted on the attached tabulation sheet as best, responsive, responsible proposal receiving the highest points.

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 21, 2010 and continue through July 20, 2011.

Notations and Exceptions:

This RFP was awarded upon a weighted points system. The weighted point criteria were based upon the following weights: Quality (6), Support Services (3), Office Location (3) Commission (3), Total Price (6), and References (3). Points were assigned on a scale of 5 (High) to 1 (Low) in each of the above entries force ranked depending on the number of respondents and then multiplied by the weighted point factor.

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.

Proposals Evaluated By:

Angie Stone, Principal, Linda McQuade, Teacher and three (3) students.

Proposals Prepared By:

Stephanie Noble, Buyer

Reviewed and Authorized By:

Kendra Goodman, , CPPO, CPPB, Purchasing Agent



District School Board
of Pasco County

JUN 07 2011

Board Approved

District School Board
of Pasco County

JUL 20 2010

Board Approved

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: May 26, 2009 @ 2:30 p.m.		Herff Jones Photography	Leonards, Rekcute Photographic Inc.	Stephen John Photography
RFP TITLE: Pictures-Fivay High School		2713 1st Ave North	147 San Marco Blvd PO Box 1928	38501 5th Ave
RFP # 11-027-SN		St. Petersburg, FL 33713	St. Augustine, FL 32085	Zephyrhills, FL 33541
ITEM#	DESCRIPTION			
Group I -	Underclass Packages			
	Package A:	\$37.50	\$41.00	\$39.00
	Package B:	\$22.00	\$22.00	\$21.00
	Package C:	\$15.00	\$17.00	\$17.00
	Package D:	\$10.00	\$12.00	\$12.00
	Commission:	40.00%	40.00%	35.00%
	Add Ons			
	1 - 8 x 10	\$9.00	\$9.00	\$9.00
	2 - 5 x 7	\$8.00	\$9.00	\$9.00
	16 - Wallets	\$8.00	\$9.00	\$9.00
	8 - Wallets	\$6.50	\$9.00	\$7.00
	Background Choices	\$4.00	\$4.00	N/A
	Commission:	20.00%	10.00%	20.00%
Group II -	Senior Portraits & Grad. Pkgs			
	Package A:	\$65.00	\$65.00	\$60.00
	Package B:	\$96.00	\$85.00	\$85.00
	Package C:	\$117.00	\$139.00	\$148.00
	Commission:	0.00%	10.00%	20.00%
	Individual Priced Portraits:			
	8 - 2x3 Wallets	\$36.00	\$45.00	\$22.50
	1 - 8x10	\$36.00	\$45.00	\$32.50
	4 - 3x5	\$36.00	\$45.00	\$32.50
	2 - 5x7	\$36.00	\$45.00	\$32.50

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RFP # 11-027-SN	St. Petersburg, FL 33713	St. Augustine, FL 32085	Zephyrhills, FL 33541

ITEM#	DESCRIPTION			
	Add Ons			
	16 - 2x3 Wallets	\$28.00	\$40.00	\$28.75
	24 - 2x3 Wallets	\$42.00	\$60.00	\$35.50
	48 - 2x3 Wallets	\$72.00	\$120.00	\$44.95
	4 - 3x5	\$28.00	\$30.00	\$35.95
	2 - 5x7	\$28.00	\$30.00	\$31.95
	1 - 8x10	\$28.00	\$30.00	\$29.95
	1 - 11x14	\$39.00	\$60.00	\$44.75
	1 - 16x20	\$75.00	\$120.00	\$74.95
	Commission:	0.00%	10.00%	15.00%
Group III -	Cap & Gown			
	Package A:	\$47.00	\$65.00	\$69.95
	Package B:	\$30.00	\$45.00	\$49.95
	Package C:	\$23.00	\$30.00	\$35.95
	Package D:	\$12.00	\$17.00	\$25.95
	Commission:	40.00%	15.00%	30.00%
	Add Ons			
	1 - 8 x 10	\$13.00	\$20.00	\$22.50
	2 - 5 x 7	\$11.00	\$20.00	\$22.50
	16 - Wallets	\$11.00	\$20.00	\$31.95
	8 - Wallets	\$9.00	\$10.00	\$22.50
	Commission:	20.00%	10.00%	20.00%
Group IV-	Personality & Friend			
	Package A:	\$13.00	\$18.00	\$15.00
	Package B:	\$17.00	\$21.00	\$19.00
	Package C:	\$23.00	\$28.00	\$25.00
	Package D:	\$28.00	\$39.00	\$30.75
	Package E:	\$32.00	\$49.00	\$39.99
	Package F:	\$48.00	\$40.00	\$46.75
	Package G:	\$38.00	\$55.00	\$54.75
	Commission:	40.00%	20.00%	40.00%

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RFP # 11-027-SN		St. Petersburg, FL 33713	St. Augustine, FL 32085	Zephyrhills, FL 33541
ITEM#	DESCRIPTION			
	Add Ons			
	1-8x10	\$9.00	\$9.00	\$12.00
	16-Wallets	\$8.00	\$9.00	\$12.00
	Commission:	20.00%	10.00%	40.00%
Group V-	Panaramic Group Photo	\$14.00	\$15.00	\$15.00
	Commission:	40.00%	25.00%	35.00%
Group VI-	Graducation Commencement			
	1 - 8 x 10	\$15.00	\$15.00	\$19.95
	3 - 8 x 10	\$34.00	\$25.00	\$39.95
	4 - 8 x 10	\$41.00	\$35.00	\$55.95
	1 - 5 x 7	\$10.00	\$10.00	\$14.95
	2 - 5 x 7	\$13.00	\$15.00	\$19.95
	4 - 5 x 7	\$23.00	\$20.00	\$37.95
	Commission:	1.00 per student	10.00%	20.00%
Group VII-	Homecoming, Prom, Dance			
	Package A:	\$54.00	\$60.00	\$60.00
	Package B:	\$66.00	\$70.00	\$75.00
	Package C:	\$35.00	\$42.00	\$49.75
	Package D:	\$22.00	\$28.00	\$35.95
	Package E:	\$17.00	\$26.00	\$25.95
	Package F:	\$12.00	\$15.00	\$19.95
	Package G:	\$19.00	\$26.00	\$22.95
	Package H:	\$9.00	\$10.00	\$11.95
	Commission:	20.00%	25.00%	20.00%
	Add Ons			
	1 - 8x10	\$9.00	\$12.00	\$14.95
	1 - 5x7	\$6.50	\$10.00	\$11.95
	16 - Wallets	\$8.00	\$12.00	\$14.95
	8 - Wallets	\$6.50	\$12.00	\$11.95
	Commission:	20.00%	25.00%	25.00%

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RFP # 11-027-SN	St. Petersburg, FL 33713	St. Augustine, FL 32085	Zephyrhills, FL 33541

ITEM#	DESCRIPTION			
Group VIII-	Special Events/Activities			
	Package A:	\$30.00	\$42.00	\$29.00
	Package B:	\$19.00	\$28.00	\$24.75
	Package C:	\$14.00	\$21.00	\$19.95
	Package D:	\$11.00	\$16.00	\$14.95
	Package G:	\$17.00	\$21.00	\$19.95
	Package H:	\$9.00	\$10.00	\$11.95
	Commission:	20.00%	10.00%	25.00%
	Add Ons			
	1 - 8x10	\$9.00	\$12.00	\$9.00
	1 - 5x7	\$6.50	\$10.00	\$7.00
	16 - Wallets	\$8.00	\$12.00	\$9.00
	8 - Wallets	\$6.50	\$10.00	\$7.00
	Commission:	20.00%	10.00%	30.00%
Group IX-	Sports & Activity Packages			
	1 - 8x10	\$12.00	\$13.00	\$14.75
	Commission:	20.00%	20.00%	25.00%
Group X-	Individual Team Member			
	Package A:	\$37.00	\$41.00	\$40.00
	Package B:	\$22.00	\$22.00	\$30.00
	Package C:	\$16.00	\$16.00	\$20.00
	Package D:	\$8.00	\$11.00	\$15.00
	Commission:	20.00%	15.00%	25.00%
	Add Ons			
	1 - 8x10	\$9.00	\$10.00	\$9.50
	2 - 5x7	\$8.00	\$10.00	\$9.50
	16 - Wallets	\$8.00	\$10.00	\$17.75
	8 - Wallets	\$6.50	\$8.00	\$9.50
	Background Choice	N/C	N/C	N/A
	Commission:	20.00%	20.00%	15.00%

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ITEM#	DESCRIPTION			
Group 11	Candid Pictures			
	1 - 8x10	\$8.00	\$15.00	\$14.95
	3- 8x10	\$24.00	\$25.00	\$29.95
	4 - 8x10	\$32.00	\$35.00	\$35.95
	1 - 5x7	\$6.00	\$10.00	\$12.95
	2 - 5x7	\$12.00	\$15.00	\$19.95
	4- 5x7	\$4.00	\$20.00	\$25.95
	Commission:	20.00%	10.00%	25.00%
	Total Points:	104.19	74.62	70.03

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