



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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Department of Purchasing

Kendra Goodman, CPPO, CPPB, Purchasing Agent

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October 4, 2011

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent 

RE: District Printing Services

On June 7, 2011, in accordance with Florida Statute 946.515 (use of goods and services produced in correctional work programs) the board approved PRIDE (Prison Rehabilitation Industries and Diversified Enterprises) to be utilized for printing services through October 31, 2011 while the Purchasing Department developed a request for proposal that would allow our end-users an option to utilize local vendors for printing jobs that may not be conducive for PRIDE to complete (i.e., small and short lead-time projects). As such, on July 26, 2011, RFP 12-021-SB Printing Services was board approved and awarded to three (3) local vendors.

Over the past two (2) months, the Purchasing Department has developed a list of standard printing jobs requested by departments and schools. As such, the vendors were provided the list of standard printing jobs based upon the District's requirements since July 26, 2011. An updated cost comparison (attached) has been completed between PRIDE and the three (3) vendors awarded under the printing services bid (J&S Printing, Printing Depot, and ProCopy). In accordance with Bid 12-021-SB Printing Services, pricers can be updated quarterly. Please find attached a copy of the price comparison with the recommended vendors (highlighted) for each category. The prices on the attached comparison are firm through July 26, 2012. Any new printing jobs not covered under the standard list will be analyzed and forwarded to the least expensive vendor. Purchasing will continue to evaluate the prices for items not covered on the attached on a quarterly basis and changes will be forwarded to future board meetings. PRIDE will continue to print name plates and hang tags as the three vendors cannot provide the service or they are significantly lower through PRIDE.

The anticipated expenditures for printing services through July 26, 2011 are estimated at \$600,000. As always, the Purchasing Department will monitor the expenditures with J&S Printing, PRIDE, Printing Depot, and ProCopy so this amount will not be exceeded. The anticipated savings to the District of \$380,000 was determined by averaging the printing costs submitted by all vendors and subtracting the recommended prices. Funding for printing services are provided by various sources including general and federal funds as well as federal and state grants.

Should you have any questions or concerns, please contact me at your earliest convenience.

KDG/sb

Attachments

		J & S Printing	PRIDE Enterprises	Printing Depot	ProCopy
Description	Quantity		Total with 7% shipping Charge		
Category 1:					
2 Color Thermal Business Cards					
1 name	500 (per box)	\$50.00	\$28.89	\$67.70	\$40.00
2-5 names	500 (per box-each name)	\$45.00	\$24.61	\$61.00	\$38.00
6-9 names	500 (per box-each name)	\$40.00	\$21.94	\$57.00	\$38.00
10+ names	500 (per box-each name)	\$35.00	\$27.29	\$54.90	\$36.00
4 color Business Cards on Uncoated Cover					
1 name	500 (per box)	\$35.00	\$25.68	\$39.00	\$54.00
2-5 names	500 (per box-each name)	\$30.00	\$18.14	\$36.00	\$54.00
6-9 names	500 (per box-each name)	\$28.00	\$17.66	\$33.00	\$54.00
10+ names	500 (per box-each name)	\$25.00	\$17.01	\$29.00	\$54.00
Category 1 Business Card Total		\$288.00	\$181.22	\$377.60	\$368.00
Category 2:					
1 color letterhead on 60 lb Smooth White Text	500	\$50.00	\$45.48	\$70.10	\$195.00
	1000	\$80.00	\$87.74	\$87.70	\$225.00
	2000	\$100.00	\$112.35	\$122.90	\$295.00
	2500	\$125.00	\$123.05	\$140.88	\$325.00
	5000	\$225.00	\$195.81	\$217.05	\$425.00
	7500	\$300.00	\$255.73	\$283.40	\$499.00
	10000	\$350.00	\$316.72	\$361.53	\$599.00
2 color letterhead on 60 lb Smooth White Text	500	\$60.00	\$72.23	\$111.10	\$195.00
	1000	\$90.00	\$85.07	\$130.70	\$232.00
	2000	\$110.00	\$110.21	\$172.61	\$272.00
	2500	\$135.00	\$122.52	\$193.76	\$288.00
	5000	\$235.00	\$185.11	\$280.96	\$390.00
	7500	\$310.00	\$233.53	\$356.54	\$522.00
	10000	\$360.00	\$281.41	\$446.06	\$631.00
Category 2 Letterhead Total		\$2,530.00	\$2,226.96	\$2,975.29	\$5,093.00
Category 3:					
24# White Woven # 10 Window Envelopes Black Ink					
1 side	500	\$50.00	\$28.78	\$60.13	\$117.00
	1000	\$65.00	\$39.70	\$85.75	\$129.00
	2000	\$100.00	\$63.13	\$137.00	\$141.00
	2500	\$125.00	\$69.55	\$163.01	\$154.00
	5000	\$225.00	\$121.98	\$279.30	\$235.00
	7500	\$325.00	\$182.97	\$385.78	\$323.00
	10000	\$400.00	\$226.84	\$504.03	\$346.00

		J & S Printing	PRIDE Enterprises	Printing Depot	ProCopy
Description	Quantity		Total with 7% shipping Charge		
24# White Wove #10 Regular Envelopes 1 color 1 side	500	\$50.00	\$29.10	\$76.10	\$111.00
	1000	\$65.00	\$40.34	\$99.70	\$120.00
	2000	\$100.00	\$59.92	\$146.90	\$131.00
	2500	\$125.00	\$70.89	\$170.88	\$141.00
	5000	\$225.00	\$124.66	\$277.05	\$224.00
	7500	\$300.00	\$176.55	\$373.40	\$299.00
	10000	\$350.00	\$232.19	\$481.53	\$321.00
24# White Wove #10 Window Envelopes 1 color 1 side	500	\$60.00	\$29.69	\$78.13	\$117.00
	1000	\$75.00	\$41.41	\$103.75	\$129.00
	2000	\$110.00	\$63.13	\$155.00	\$142.00
	2500	\$135.00	\$73.83	\$181.01	\$154.00
	5000	\$235.00	\$130.01	\$297.30	\$251.00
	7500	\$325.00	\$188.59	\$403.78	\$322.00
	10000	\$400.00	\$242.89	\$522.03	\$369.00
Category 3 Envelope Total		\$3,845.00	\$2,236.15	\$4,981.56	\$4,276.00
Category 4:					
Flat Form 8.5 x 11 20# White Bond Black Ink 1 side	500	\$50.00	\$46.55	\$17.34	\$15.00
	1000	\$80.00	\$56.18	\$33.66	\$30.00
	2000	\$100.00	\$74.69	\$63.27	\$60.00
	2500	\$125.00	\$83.46	\$76.55	\$75.00
	5000	\$175.00	\$129.47	\$142.44	\$150.00
	7500	\$275.00	\$174.14	\$206.05	\$210.00
	10000	\$350.00	\$219.35	\$264.58	\$250.00
	20000	\$600.00	\$400.18	\$508.86	\$400.00
Flat Form 8.5 x 11 20# White Bond Black Ink 2 side	500	\$65.00	\$49.49	\$26.01	\$30.00
	1000	\$100.00	\$66.88	\$50.50	\$60.00
	2000	\$125.00	\$86.88	\$94.90	\$120.00
	2500	\$150.00	\$101.12	\$114.82	\$150.00
	5000	\$225.00	\$156.22	\$213.66	\$250.00
	7500	\$325.00	\$223.10	\$309.07	\$300.00
	10000	\$400.00	\$286.76	\$396.87	\$380.00
	20000	\$750.00	\$481.50	\$763.29	\$680.00
Category 4 Flat Form Total		\$3,895.00	\$2,635.97	\$3,281.87	\$3,160.00

		J & S Printing	PRIDE Enterprises	Printing Depot	ProCopy
Description	Quantity		Total with 7% shipping Charge		
Category 5:					
2 Part Carbonless 4.25 x 5.5 1 side Black Ink	250	\$30.00	\$48.42	\$47.06	\$17.50
	500	\$35.00	\$48.95	\$53.61	\$30.00
	1000	\$40.00	\$58.64	\$68.60	\$55.00
	2000	\$48.00	\$74.69	\$101.19	\$100.00
	3000	\$60.00	\$90.84	\$133.80	\$150.00
	5000	\$89.00	\$118.24	\$200.87	\$250.00
	7500	\$130.00	\$150.07	\$273.26	\$350.00
	10000	\$153.00	\$181.90	\$353.52	\$425.00
	12500	\$185.00	\$220.69	\$419.05	\$463.00
	15000	\$200.00	\$243.96	\$496.36	\$515.00
	20000	\$251.00	\$310.30	\$650.97	\$605.00
	25000	\$315.00	\$358.45	\$807.08	\$706.00
Category 5 Carbonless 2 Part 4.25 x 5.5 total		\$1,536.00	\$1,905.15	\$3,605.37	\$3,666.50
Category 6:					
2 Part Carbonless 8.5 x 11 Black Ink 1 Side	250	\$35.00	\$60.19	\$63.73	\$50.00
	500	\$48.00	\$67.41	\$89.95	\$100.00
	1000	\$72.00	\$91.49	\$144.27	\$200.00
	2000	\$136.00	\$135.68	\$244.18	\$360.00
	3000	\$173.00	\$179.76	\$336.34	\$510.00
	5000	\$275.00	\$260.01	\$540.39	\$620.00
	7500	\$400.00	\$357.92	\$795.08	\$775.00
	10000	\$558.00	\$454.75	\$1,049.78	\$925.00
	12500	\$675.00	\$555.06	\$1,304.47	\$1,095.00
	15000	\$825.00	\$650.03	\$1,559.17	\$1,240.00
	20000	\$1,080.00	\$845.30	\$2,068.56	\$1,595.00
	25000	\$1,300.00	\$1,035.23	\$2,577.95	\$1,853.00
Category 6 Carbonless 2 Part 8.5 x 11 Total		\$5,577.00	\$4,692.83	\$10,773.87	\$9,323.00

		J & S Printing	PRIDE Enterprises	Printing Depot	ProCopy
Description	Quantity		Total with 7% shipping Charge		
Category 7:					
3 Part Carbonless 4.25 x 5.5 1 Side Black Ink	250	\$35.00	\$52.16	\$51.07	\$19.00
	500	\$45.00	\$55.37	\$61.58	\$38.00
	1000	\$50.00	\$66.66	\$84.52	\$75.00
	2000	\$70.00	\$89.02	\$134.54	\$150.00
	3000	\$100.00	\$117.71	\$184.57	\$225.00
	5000	\$135.00	\$151.94	\$275.14	\$350.00
	7500	\$195.00	\$199.02	\$383.97	\$464.00
	10000	\$240.00	\$246.10	\$500.12	\$516.00
	12500	\$285.00	\$287.56	\$617.77	\$599.00
	15000	\$332.00	\$332.24	\$735.43	\$640.00
	20000	\$425.00	\$417.30	\$969.23	\$788.00
	25000	\$500.00	\$502.90	\$1,203.05	\$942.00
Category 7 Carbonless 3 Part 4.25 x 5.5 Total		\$2,412.00	\$2,517.98	\$5,200.99	\$4,806.00
Category 8:					
3 Part Carbonless 8.5 x 11 Black Ink 1 Side	250	\$48.00	\$71.42	\$79.65	\$75.00
	500	\$68.00	\$80.25	\$121.80	\$150.00
	1000	\$102.00	\$115.56	\$199.70	\$300.00
	2000	\$200.00	\$181.47	\$354.26	\$490.00
	3000	\$300.00	\$247.17	\$515.90	\$644.00
	5000	\$425.00	\$358.99	\$839.15	\$880.00
	7500	\$625.00	\$504.77	\$1,243.23	\$1,138.00
	10000	\$800.00	\$650.56	\$1,647.31	\$1,398.00
	12500	\$1,000.00	\$795.81	\$2,051.39	\$1,657.00
	15000	\$1,200.00	\$940.53	\$2,455.46	\$1,836.00
	20000	\$1,600.00	\$1,230.50	\$3,263.62	\$2,295.00
	25000	\$2,000.00	\$1,519.40	\$4,071.77	\$2,760.00
Category 8 Carbonless 3 Part 8.5 x 11 Total		\$8,368.00	\$6,696.43	\$16,843.24	\$13,623.00

		J & S Printing	PRIDE Enterprises	Printing Depot	ProCopy
Description	Quantity		Total with 7% shipping Charge		
Category 9: 4/4 8.5 x 11 Brochure on 80 White Gloss Text Folded to 3.625 x 8.5					
	100	\$50.00	\$32.10	\$75.00	\$61.00
	250	\$75.00	\$48.15	\$170.00	\$130.00
	300	\$80.00	\$53.50	\$172.00	\$145.00
	500	\$100.00	\$80.25	\$174.00	\$198.00
	1000	\$125.00	\$139.10	\$180.00	\$238.00
	2000	\$150.00	\$251.45	\$317.00	\$311.00
	2500	\$165.00	\$315.65	\$382.00	\$326.00
	5000	\$225.00	\$470.80	\$430.00	\$449.00
	7500	\$400.00	\$545.70	\$615.00	\$600.00
	10000	\$500.00	\$620.60	\$804.00	\$640.00
	20000	\$950.00	\$963.00	\$1,498.00	\$1,140.00
Category 9 Brochure Total		\$2,820.00	\$3,520.30	\$4,817.00	\$4,238.00
				*\$75.00 minimum order on bolded items	
Category 10: PHOTOCOPYING	Size	Per copy	Per copy	Per copy	Per copy
20 lb Bond Black and White 1 side	8.5 x 11 (per copy)	\$0.080	\$0.017	\$0.035	\$0.025
20 lb Bond Black and White 2 sides	8.5 x 11 (per copy)	\$0.120	\$0.026	\$0.060	\$0.025
20 lb Bond Black and White 1 side	8.5 x 14 (per copy)	\$0.160	\$0.028	\$0.050	\$0.040
20 lb Bond Black and White 2 sides	8.5 x 14 (per copy)	\$0.300	\$0.044	\$0.090	\$0.035
20 lb Bond Black and White 1 side	11 x 17 (per copy)	\$0.170	\$0.034	\$0.070	\$0.065
20 lb Bond Black and White 2 sides	11 x 17 (per copy)	\$0.300	\$0.050	\$0.130	\$0.045
20 lb Bond 1 side Four-Color	8.5 x 11 (per copy)	\$0.250	\$0.048	\$0.190	\$0.210
20 lb Bond 2 sides Four-Color	8.5 x 11 (per copy)	\$0.450	\$0.083	\$0.360	\$0.190
20 lb Bond 1 side Four-Color	8.5 x 14 (per copy)	\$0.500	\$0.096	\$0.230	\$0.290
20 lb Bond 2 sides Four-Color	8.5 x 14 (per copy)	\$0.900	\$0.171	\$0.390	\$0.260
20 lb Bond 1 side Four-Color	11 x 17 (per copy)	\$0.500	\$0.107	\$0.290	\$0.290
20 lb Bond 2 sides Four-Color	11 x 17 (per copy)	\$0.900	\$0.182	\$0.550	\$0.260
60 lb Text 1 side Black and White	8.5 x 11 (per copy)	\$0.090	\$0.018	\$0.040	\$0.030
60 lb Text 2 sides Black and White	8.5 x 11 (per copy)	\$0.130	\$0.027	\$0.076	\$0.029
60 lb Text 1 side Black and White	8.5 x 14 (per copy)	\$0.170	\$0.029	N/A	\$0.065
60 lb Text 2 sides Black and White	8.5 x 14 (per copy)	\$0.300	\$0.045	N/A	\$0.045

		J & S Printing	PRIDE Enterprises	Printing Depot	ProCopy
Description	Quantity		Total with 7% shipping Charge		
60 lb Text 1 side Black and White	11 x 17 (per copy)	\$0.170	\$0.037	\$0.080	\$0.065
60 lb Text 2 sides Black and White	11 x 17 (per copy)	\$0.300	\$0.052	\$0.176	\$0.045
60 lb Text 1 side Four-Color	8.5 x 11 (per copy)	\$0.250	\$0.049	\$0.210	\$0.210
60 lb Text 2 sides Four-Color	8.5 x 11 (per copy)	\$0.450	\$0.085	\$0.390	\$0.190
60 lb Text 1 side Four-Color	8.5 x 14 (per copy)	\$0.500	\$0.102	N/A	\$0.290
60 lb Text 2 sides Four-Color	8.5 x 14 (per copy)	\$0.900	\$0.171	N/A	\$0.260
60 lb Text 1 side Four-Color	11 x 17 (per copy)	\$0.500	\$0.107	\$0.340	\$0.290
60 lb Text 2 sides Four-Color	11 x 17 (per copy)	\$0.900	\$0.182	\$0.600	\$0.260
100 lb Text C2S 1 side Black and White	8.5 x 11 (per copy)	\$0.120	\$0.024	\$0.080	N/A
100 lb Text C2S 2 sides Black and White	8.5 x 11 (per copy)	\$0.200	\$0.032	\$0.140	N/A
100 lb Text C2S 1 side Black and White	11 x 17 (per copy)	\$0.200	\$0.043	\$0.150	N/A
100 lb Text C2S 2 sides Black and White	11 x 17 (per copy)	\$0.350	\$0.064	\$0.260	N/A
100 lb Text C2S 1 side Black and White	12 x 18 (per copy)	\$0.250	\$0.048	\$0.170	N/A
100 lb Text C2S 2 sides Black and White	12 x 18 (per copy)	\$0.400	\$0.070	\$0.300	N/A
67 lb Vellum Card Stock 1 side Black and White	8.5 x 11 (per copy)	\$0.150	\$0.034	\$0.053	\$0.090
67 lb Vellum Card Stock 2 sides Black and White	8.5 x 11 (per copy)	\$0.250	\$0.043	\$0.083	\$0.070
67 lb Vellum Card Stock 1 side Black and White	8.5 x 14 (per copy)	\$0.250	\$0.067	N/A	\$0.110
67 lb Vellum Card Stock 2 sides Black and White	8.5 x 14 (per copy)	\$0.350	\$0.083	N/A	\$0.090
67 lb Vellum Card Stock 1 side Black and White	11 x 17 (per copy)	\$0.250	\$0.067	\$0.103	\$0.130
67 lb Vellum Card Stock 2 sides Black and White	11 x 17 (per copy)	\$0.350	\$0.083	\$0.163	\$0.110
67 lb Vellum Card Stock 1 side Four-Color	8.5 x 11 (per copy)	\$0.450	\$0.036	\$0.210	\$0.290
67 lb Vellum Card Stock 2 sides Four-Color	8.5 x 11 (per copy)	\$0.700	\$0.043	\$0.380	\$0.260
67 lb Vellum Card Stock 1 side Four-Color	8.5 x 14 (per copy)	\$0.550	\$0.064	N/A	\$0.390
67 lb Vellum Card Stock 2 sides Four-Color	8.5 x 14 (per copy)	\$0.800	\$0.086	N/A	\$0.350
67 lb Vellum Card Stock 1 side Four-Color	11 x 17 (per copy)	\$0.550	\$0.064	\$0.330	\$0.390
67 lb Vellum Card Stock 2 sides Four-Color	11 x 17 (per copy)	\$0.800	\$0.086	\$0.620	\$0.350
80 lb Cover Cougar White 1 side Four-Color	8.5 x 11 (per copy)	\$0.600	\$0.075	\$0.230	\$0.260
80 lb Cover Cougar White 2 sides Four-Color	8.5 x 11 (per copy)	\$0.850	\$0.107	\$0.420	\$0.240
80 lb Cover Cougar White 1 side Four-Color	11 x 17 (per copy)	\$0.750	\$0.150	\$0.375	\$0.390
80 lb Cover Cougar White 2 sides Four-Color	11 x 17 (per copy)	\$1.000	\$0.219	\$0.700	\$0.350

		J & S Printing	PRIDE Enterprises	Printing Depot	ProCopy
Description	Quantity		Total with 7% shipping Charge		
80 lb Cover Cougar White 1 side Four-Color	12 x 18 (per copy)	\$0.750	\$0.150	\$0.390	\$0.390
80 lb Cover Cougar White 2 sides Four-Color	12 x 18 (per copy)	\$1.000	\$0.225	\$0.750	\$0.350
10 pt C1S or C2S Black and White	8.5 x 11 (per copy)	\$0.200	\$0.054	\$0.125	N/A
10 pt C1S or C2S 2 sides Black and White	8.5 x 11 (per copy)	\$0.300	\$0.064	\$0.240	N/A
10 pt C1S or C2S Black and White	11 x 17 (per copy)	\$0.300	\$0.107	\$0.220	N/A
10 pt C1S or C2S 2 sides Black and White	11 x 17 (per copy)	\$0.400	\$0.118	\$0.400	N/A
10 pt C1S or C2S Black and White	12 x 18 (per copy)	\$0.300	\$0.118	\$0.250	N/A
10 pt C1S or C2S 2 sides Black and White	12 x 18 (per copy)	\$0.400	\$0.128	\$0.450	N/A
110 lb Index Black and White	8.5 x 11 (per copy)	\$0.200	\$0.086	\$0.220	\$0.120
110 lb Index 2 sides Black and White	8.5 x 11 (per copy)	\$0.300	\$0.118	\$0.400	\$0.080
110 lb Index Black and White	11 x 17 (per copy)	\$0.300	\$0.161	\$0.400	\$0.150
110 lb Index 2 sides Black and White	11 x 17 (per copy)	\$0.400	\$0.230	\$0.760	\$0.100
125 lb Manila Tag 1 side Black and White	8.5 x 11 (per copy)	\$0.500	\$0.086	N/A	\$0.120
125 lb Manila Tag 2 sides Black and White	8.5 x 11 (per copy)	\$0.600	\$0.118	N/A	\$0.100
125 lb Manila Tag 1 side Black and White	11 x 17 (per copy)	\$0.750	\$0.161	N/A	\$0.150
125 lb Manila Tag 2 sides Black and White	11 x 17 (per copy)	\$0.850	\$0.230	N/A	\$0.100
125 lb Manila Tag 1 side Black and White	12 x 18 (per copy)	\$0.750	\$0.161	N/A	\$0.160
125 lb Manila Tag 2 sides Black and White	12 x 18 (per copy)	\$0.850	\$0.235	N/A	\$0.120
Category 10 Photocopy Total		\$28.610	\$5.927	*\$13.729	*\$9.324
				*Did not bid on all sizes	*Did not bid on all sizes