



DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

Department of Purchasing
Nicole Westmoreland, MBA, Purchasing Agent
813/794-2221 Fax: 813/794-2111
727/774-2221 TDD: 813/794-2484
352/524-2221 email: nwestmor@pasco.k12.fl.us

May 6, 2014

MEMORANDUM

TO: Honorable School Board Members

FROM: Nicole Westmoreland, MBA, Purchasing Agent *NW*

SUBJECT: RFP 13-073-MV Elementary Pictures
Second Year of a Three-Year Contract
Gigante Productions
Leonards Photography
Strawbridge Studios

On May 21, 2013, official action was taken to award RFP # 13-073-MV Elementary Pictures to the vendors listed above. The first year of the above mentioned contract will be expiring on June 30, 2014. This is a three-year contract, renewable annually based upon mutual consent of the parties.

Considering services have been satisfactory, the above noted vendors were contacted to determine their willingness to enter into the second year of the agreement. As such, they have agreed in writing (attached) to enter into the second year.

It is my recommendation at this time to enter into the second year of the contract with the vendors noted above. The contract period will be July 1, 2014 through June 30, 2015.

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.

NW/mv
Attachments

Date/Time: April 30, 2014 09:36:00

(813) 794-2000 • (352) 524-2000 • (727) 774-2000 • www.pasco.k12.fl.us



DISTRICT SCHOOL BOARD OF PASCO COUNTY

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Purchasing Services

Nicole Westmoreland, CPPO, Purchasing Agent

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352/ 524-2221 e-mail: nwestmor@pasco.k12.fl.us

RFP RENEWAL REQUEST

RFP TITLE: Elementary School Pictures

Yes, I agree to renew RFP# 13-073-MV under the same terms and conditions as the existing agreement. The second year period shall be from July 1, 2014 through June 30, 2015.

No, I do not agree to renew RFP# 13-073-MV.

COMPANY NAME: Leonard's

SIGNATURE: Ce. [Signature]

TYPED NAME AND TITLE: Claudia Dencer Director of School Relations

TELEPHONE (WITH AREA CODE): 904. 209. 3300

FAX NUMBER (WITH AREA CODE): 904- 647- 2009

E-MAIL: aldencer@leonards.com

DATE: April 15, 2014

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: mvelez@pasco.k12.fl.us

DISTRICT SCHOOL BOARD OF PASCO COUNTY

ATTENTION: **Monica Velez**

PURCHASING DEPARTMENT.

20430 GATOR LANE

LAND O' LAKES, FL 34638

(813) 794-2222 (PHONE)

(813) 794-2111 (FAX)



DISTRICT SCHOOL BOARD OF PASCO COUNTY

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RFP RENEWAL REQUEST

RFP TITLE: Elementary School Pictures



Yes, I agree to renew RFP# 13-073-MV under the same terms and conditions as the existing agreement. The second year period shall be from July 1, 2014 through June 30, 2015.



No, I do not agree to renew RFP# 13-073-MV.

COMPANY NAME: Gigante Productions, Inc

SIGNATURE: Paul Gigante

TYPED NAME AND TITLE: Paul Gigante - President

TELEPHONE (WITH AREA CODE): 813-907-1078

FAX NUMBER (WITH AREA CODE): 813-333-1313

E-MAIL: Paul@giganteproductions.com

DATE: 4/15/14

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: mvelez@pasco.k12.fl.us
DISTRICT SCHOOL BOARD OF PASCO COUNTY
ATTENTION: Monica Velez
PURCHASING DEPARTMENT
20430 GATOR LANE
LAND O' LAKES, FL 34638
(813) 794-2222 (PHONE)
(813) 794-2111 (FAX)



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RFP RENEWAL REQUEST

RFP TITLE: Elementary School Pictures

✓

Yes, I agree to renew RFP# 13-073-MV under the same terms and conditions as the existing agreement. The second year period shall be from July 1, 2014 through June 30, 2015.

No, I do not agree to renew RFP# 13-073-MV.

COMPANY NAME: STRAWBRIDGE STUDIOS

SIGNATURE: *C. Boehm*

TYPED NAME AND TITLE: CHRIS BOEHM, TERRITORY MANAGER

TELEPHONE (WITH AREA CODE): 813-679-9812

FAX NUMBER (WITH AREA CODE): 813-926-4386

E-MAIL: CBOEHM@STRAWBRIDGES.NET

DATE: 4/16/14

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: mvelez@pasco.k12.fl.us
DISTRICT SCHOOL BOARD OF PASCO COUNTY

ATTENTION: Monica Velez
PURCHASING DEPARTMENT
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LAND O' LAKES, FL 34638
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District School Board of Pasco County Bid Recommendation

Bid Title	Elementary School Pictures	Number of Vendors Notified	113
Bid Number	13-073-MV	Number of Bids Distributed	17
Date Solicited	March 7, 2013	Number of Vendors Bidding	5
Date Opened	April 15, 2013	Number of Vendors Not Bidding	0
Date Board Presentation	May 21, 2013	Funding Source	Internal Funds
Total Savings	**N/A	Grand Total of Bid	\$590,000

Recommendation:

Recommend acceptance of the proposals noted on the attached tabulation sheet as the best, responsive, responsible proposals receiving the highest points for each region.

Term of Contract:

This RFP is for the student-direct purchase of pictures for all elementary schools throughout the District. This is a three-year contract, renewable annually based upon the mutual consent of the parties. The first year of the contract will commence on July 1, 2013 and continue through June 30, 2014.

Notations and Exceptions:

This RFP was awarded by Region. The following point totals were utilized to determine award: Average Base Prices (20), References (15), Location of Representative Servicing the Schools (10), Quality of Samples (15) and Presentation (30).

**A savings could not be determined as this is a request for proposal and prices were only one part of the evaluation criteria.

Offers from the vendors listed herein are the only offers received timely as of the above opening date and time. All other offers in response to this solicitation, if any, are hereby rejected as late.

Bids Evaluated By:

School administrators, yearbook advisers, school staff, and one district office representative.

Bids Prepared By:

Monica Velez, Interim Buyer Assistant, Purchasing Services

District School Board
of Pasco County

MAY 21 2013

Reviewed and Authorized By:

Michael J. Woodall, CPPO, Purchasing Agent

Board Approved



District School Board of Pasco County
RFP# 13-073-MV Elementary School Pictures

DATE OF OPENING: April 15, 2013 @ 2:30 PM		Gigante Productions	Inter-State Studios	Leonard's	Lifetouch National School Studios	Strawbridge Studio, Inc.
RFP TITLE: Elementary School Yearbooks		2818 Cypress Ridge Blvd, S-201	3500 Snyder Ave	147 San Marco Ave	5908 Hampton Oaks Parkway, Suite N	P.O. Box 3005
RFP #: 13-073-MV		Wesley Chapel, FL 33544	Sedalia, MO 65302	St. Augustine, FL 32084	Tampa, FL 33610	Durham, NC 27715
BOARD MEETING: May 21, 2013						
	Evaluation Criteria:		5% preference added to Category A			5% preference added to Category A
PHASE 1	REGION 1	Region 1 - Fox Hollow, Gulf Highlands, Hudson, Mary Giella, Moon Lake, Northwest, Schrader, Shady Hills Elementary Schools				
Category A	Total Price: (20 point Max)	NO BID	14.38	12.86	15.63	20.00
Category B	References: (15 point Max)		15.00	15.00	15.00	13.60
Category C	Location of Representative Servicing Schools: (10 point Max)		10.00	10.00	10.00	10.00
PHASE II						
Category D	Quality of Samples (15 point Max)		12.00	13.50	9.00	11.00
Category E	Presentation: (30 point Max)		16.00	18.00	14.00	15.00
	Total Points for Region 1: (90 point Max)		67.38	69.36	63.63	69.60
PHASE 1	REGION 2	Region 2 - Calusa, Chasco, Cottee River, Cypress, Deer Park, James M. Marlowe, Mitty P. Locke, Richey Elementary Schools				
Category A	Total Price: (20 point Max)	NO BID	14.38	12.86	15.63	20.00
Category B	References: (15 point Max)		15.00	15.00	15.00	13.60
Category C	Location of Representative Servicing Schools: (10 point Max)		10.00	10.00	10.00	10.00
PHASE II						
Category D	Quality of Samples (15 point Max)		11.00	12.00	10.00	10.50
Category E	Presentation: (30 point Max)		24.00	26.00	23.00	22.00
	Total Points for Region 2: (90 point Max)		74.38	75.86	73.63	76.10

District School Board of Pasco County
RFP# 13-073-MV Elementary School Pictures

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RFP TITLE: Elementary School Yearbooks		2818 Cypress Ridge Blvd, S-201	3500 Snyder Ave	147 San Marco Ave	5908 Hampton Oaks Parkway, Suite N	P.O. Box 3005
RFP #: 13-073-MV		Wesley Chapel, FL 33544	Sedalia, MO 65302	St. Augustine, FL 32084	Tampa, FL 33610	Durham, NC 27715
BOARD MEETING: May 21, 2013						
Evaluation Criteria:			5% preference added to Category A			5% preference added to Category A
PHASE 1	REGION 3	Region 3 - Anclote, Gulfside, Gulf Trace, Longleaf, Odessa, Seven Springs, Sunray, Trinity, Trinity Oaks Elementary Schools				
Category A	Total Price: (20 point Max)	14.61	14.38	12.86	15.63	20.00
Category B	References: (15 point Max)	14.50	15.00	15.00	15.00	13.60
Category C	Location of Representative Servicing Schools: (10 point Max)	10.00	10.00	10.00	10.00	10.00
PHASE II						
Category D	Quality of Samples (15 point Max)	13.00	11.00	14.50	7.00	11.00
Category E	Presentation: (30 point Max)	25.00	24.00	29.00	21.00	20.00
Total Points for Region 3: (90 point Max)		77.11	74.38	81.36	68.63	74.60
PHASE 1	REGION 4	Region 4 - Connerton, Lake Myrtle, Oakstead, Pine View, Quail Hollow, Wesley Chapel Elementary Schools				
Category A	Total Price: (20 point Max)	14.61	14.38	12.86	15.63	20.00
Category B	References: (15 point Max)	14.50	15.00	15.00	15.00	13.60
Category C	Location of Representative Servicing Schools: (10 point Max)	10.00	10.00	10.00	10.00	10.00
PHASE II						
Category D	Quality of Samples (15 point Max)	13.00	12.00	13.50	9.00	11.00
Category E	Presentation: (30 point Max)	27.00	22.00	26.00	22.00	22.00
Total Points for Region 4: (90 point Max)		79.11	73.38	77.36	71.63	76.60

District School Board of Pasco County
RFP# 13-073-MV Elementary School Pictures

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RFP TITLE: Elementary School Yearbooks		2818 Cypress Ridge Blvd, S-201	3500 Snyder Ave	147 San Marco Ave	5908 Hampton Oaks Parkway, Suite N	P.O. Box 3005
RFP #: 13-073-MV		Wesley Chapel, FL 33544	Sedalia, MO 65302	St. Augustine, FL 32084	Tampa, FL 33610	Durham, NC 27715
BOARD MEETING: May 21, 2013						
	Evaluation Criteria:		5% preference added to Category A			5% preference added to Category A
PHASE 1	REGION 5	Region 5 - Centennial, Lacoochee, Pasco, Rodney B Cox, San Antonio, Watergrass, Woodland Elementary Schools				
Category A	Total Price: (20 point Max)	NO BID	14.38	12.86	15.63	20.00
Category B	References: (15 point Max)		15.00	15.00	15.00	13.60
Category C	Location of Representative Servicing Schools: (10 point Max)		10.00	10.00	10.00	10.00
PHASE II						
Category D	Quality of Samples (15 point Max)		12.00	12.50	9.00	11.50
Category E	Presentation: (30 point Max)		24.00	27.00	24.00	24.00
	Total Points for Region 5: (90 point Max)		75.38	77.36	73.63	79.10
PHASE 1	REGION 6	Region 6 - Chester W. Taylor, Denham Oaks, Double Branch, New River, Sand Pine, Seven Oaks, Veterans, West Zephyrhills Elementary Schools				
Category A	Total Price: (20 point Max)	14.61	14.38	12.86	15.63	20.00
Category B	References: (15 point Max)	14.50	15.00	15.00	15.00	13.60
Category C	Location of Representative Servicing Schools: (10 point Max)	10.00	10.00	10.00	10.00	10.00
PHASE II						
Category D	Quality of Samples (15 point Max)	13.50	11.00	14.50	7.00	11.00
Category E	Presentation: (30 point Max)	25.00	24.00	29.00	21.00	20.00
	Total Points for Region 6: (90 point Max)	77.61	74.38	81.36	68.63	74.60