

# District School Board of Pasco County Bid Recommendation

<b>RFP Title</b>	High School Photography Services	<b>Number of Vendors Notified</b>	262
<b>RFP Number</b>	14-040-SB	<b>Number of RFPs Distributed</b>	8
<b>Date Solicited</b>	February 28, 2014	<b>Number of Vendors Bidding</b>	3
<b>Date Opened</b>	March 28, 2014	<b>Number of Formal "No Bid" Responses</b>	0
<b>Date Board Presentation</b>	May 6, 2014	<b>Funding Source</b>	Student Direct
<b>Total Savings</b>	* N/A	<b>Grand Total of RFP</b>	Estimated \$500,000

**Recommendation:** Recommend acceptance of the proposals Gigante Productions, Leonards, and Lifetouch National School Studios as the responsive and responsible proposals receiving the highest points.

**Term of Contract:** The intent of this RFP is to establish a three-year contract (renewable annually) between the District School Board of Pasco County and a maximum of four (4) vendors to provide school, athletic and activity photography services for the high schools located throughout Pasco County. 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, 2014 and continue through June 30, 2015.

**Notations and Exceptions:** The administration at each high school shall have the final decision in selecting the vendor (from the list of awarded vendors) to provide services to their students. The following point totals were utilized to determine award: Total Price (10), Location of Studio (5), Quality of Samples (15), Company Qualifications/Customer Service (10).

\*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 specified opening date and time. All other offers submitted in response to this solicitation, if any, are hereby rejected as late.

**Proposals Evaluated By:**

Maria Swanson, Principal, Robyn White, Principal, Angela Murphy, Principal

**Recommendation Prepared By:**

Stephanie Bunford, CPPB, Buyer, Purchasing Services Department

**Reviewed and Authorized By:**

Nicole Westmoreland, MBA, Purchasing Agent

Date/Time: April 30, 2014 09:07:00

District School Board of Pasco County  
Tabulation Sheet

<b>PROPOSAL TITLE:</b> High School Photography Services		Gigante Productions, Inc.	Leonards	Lifetouch National School Studios
<b>DATE OF OPENING:</b> March 28, 2014 @ 2:30 pm		2818 Cypress Ridge Blvd. S210	147 San Marco Blvd.	5908 Hampton Oaks Pkwy Suite N
<b>RFP#:</b> 14-040-SB		Wesley Chapel, FL 33544	St. Augustine, FL 32085	Tampa, FL 33610
<b>Board Meeting:</b> May 6, 2014				
<b>Category A</b>	<b>Total Price: (10 point Max)</b>	<b>7.62</b>	<b>6.11</b>	<b>10.00</b>
<b>Category B</b>	<b>Location of Studio: (5 point Max)</b>	<b>5.00</b>	<b>2.50</b>	<b>5.00</b>
	Total Miles (0-25 miles 5 points, 26-50 miles 2.5 points, over 51 miles=0)			
<b>Category C</b>	<b>Quality of Samples: (15 point Max)</b>	<b>15.00</b>	<b>10.00</b>	<b>9.00</b>
<b>Category D</b>	<b>Company Qualifications/Customer Service: (10 point Max)</b>	<b>9.33</b>	<b>7.33</b>	<b>5.33</b>
	<b>Total Points: (40 point max)</b>	<b>36.95</b>	<b>25.94</b>	<b>29.33</b>