



District School Board of Pasco County

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638 • 813/794-2000

Heather Fiorentino, Superintendent

www.pasco.k12.fl.us

Department of Purchasing

Kendra Goodman, CPPO, CPPB, Purchasing Agent

813/794-2221 Fax: 813/794-2221

727/774-2221 TDD: 813/794-2484

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

August 21, 2012

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent *KDG/LM*

RE: Request to Terminate RFP 12-006-VJ Hudson High Yearbooks and Request for Hudson High School to Piggyback RFP # 12-010-SB Fivay High School Yearbooks Jostens

On May 1, 2012, official action was taken to renew RFP 12-006-VJ Hudson High School Yearbooks awarded to Jostens for the term dates of June 16, 2012-June 15, 2013. Hudson High School is requesting permission to terminate RFP 12-006-VJ as the page and copy count and board approved pricing exceeds the school's budget. RFP 12-006-VJ includes language in the contract to allow the District to terminate a contract with written notice to the vendor, if it is in our best interest. Jostens was contacted and they have verified they are willing to terminate the contract as of August 21, 2012.

In addition, Hudson High School is requesting permission to piggyback RFP # 12-010-SB Fivay High School Yearbooks awarded to Jostens under the existing terms and conditions as this contract's page and copy count is lower and the pricing is within the school's budget. On April 19, 2011, official action was taken to award RFP 12-010-SB Fivay High School Yearbooks to Jostens and the second year renewal for RFP 12-010-SB was Board approved on April 17, 2012.

Jostens was contacted to verify their willingness to extend the existing terms and conditions of 12-010-SB to Hudson High School. They have indicated in writing (attached) that they are willing to do so. We are therefore recommending approval of the termination request as of August 21, 2012 and piggyback request to cover the period of August 22, 2012 through June 15, 2013.

If you have any questions, please contact me at your earliest convenience.

KDG/sb
Attachments



District School Board of Pasco County

20430 Gator Lane • Land O' Lakes, Florida 34638 • 813/794-2221

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July 24, 2012

RFP TERMINATION AND PIGGYBACK REQUEST

TITLE: HHS Yearbooks

Terminate RFP #12-006-VJ HHS Yearbooks

Piggyback RFP # 12-010-SB Fivay High School Yearbooks

X

Yes, I agree to terminate RFP 12-006-VJ Hudson High School Yearbooks on August 21, 2012 and allow Hudson High School to piggyback RFP 12-010-SB Fivay High School under the same terms and conditions. The contract period for the piggyback of RFP 12-010-SB will begin **August 22, 2012** and expire **June 15, 2013**.

No, I do not agree to renew to terminate RFP 12-006-VJ and allow Hudson High School to piggyback 12-010-SB.

COMPANY NAME: Jostens

SIGNATURE:

PRINTED NAME/TITLE: Jim Reppi - Representative DATE: 7/24/2012

TELEPHONE W/AREA CODE: 813-957-8999 FAX W/AREA CODE: 813-319-2851

By agreeing to allow this piggyback, 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 Resources 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 be borne by the vendor. You may access information regarding this law through the internet link: http://laws.flrules.org/files/Ch_2005-028.pdf. This law is effective September 1, 2005.

The prospective bidder certifies, by submission and signature of this piggyback request 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 FAX BACK TO:

DISTRICT SCHOOL BOARD OF PASCO COUNTY

ATTENTION: Stephanie Bunford

PURCHASING DEPARTMENT

20430 GATOR LANE

LAND O' LAKES, FL 34638

(813) 794-2225 (PHONE)

(813) 794-2111 (FAX)



Toni Zetzsch, Ph.D., Asst. Principal
Charlene Prahasky, Asst. Principal

Hudson High School

14410 Cobra Way
Hudson Florida, 34669
Phone: 727-774-4200
Fax: 727-774-4291

David LaRoche, Ph.D., Principal



Jessica Meck, Asst. Principal
Michelle Williams, Asst. Principal

Date: July 24, 2012
TO: Stephanie Bunford
Buyer, Purchasing Dept.
From: Dave LaRoche, Ph.D. ✓
Subject: Yearbook bid – Jostens RFP # 12-010-SB

Requesting approval for HHS to piggyback the FHS yearbook bid with Jostens RFP # 12-010-SB.
Please verify receipt of this request and let us know next steps.

Thanks

District School Board of Pasco County Bid Recommendation

RFP Title	Yearbooks-Fivay High School		Number of Vendors Notified	250
RFP Number	12-010-SB		Number of Proposals Distributed	24
Date Solicited	March 2, 2011		Number of Vendors Proposing	3
Date Opened	March 30, 2011		Number of Formal "No Bid" Responses	0
Date Board Presentation	April 19, 2011		Funding Source	School Internal Funds
Total Savings	Estimated \$4,133.14		Grand Total of RFP	Estimated \$54,840

Recommendation: Recommend acceptance of RFP from Jostens as noted on the attached tabulation sheet as the best, responsive, responsible proposal receiving the highest number of points.

Term of Contract: This is a three year contract, renewable annually by mutual agreement of both parties. The first year of the contract will commence on June 16, 2011 and continue through June 15, 2012.

Notations and Exceptions:

This RFP was awarded upon a weighted points system. The weighted point criteria were based upon the following weights: Quality of Samples (4), Base Price (6), Add-on Prices (3), References (3), Website, Software (4), Educational Resources (4), Workshop Options (1). Points were assigned on a scale of 1 (Low) to 5 (High) to in each of the above entries force ranked depending on the number of respondents and then multiplied by the weighted point factor. The add-on prices were evaluated on the items each vendor had in common. (See the attached tabulation sheet for item #1,2,4,8,11,12,13,14,15,17,18,19,20,21,22,24, 25,26,27,28,30,32,33,34,35,37,38,39,40).

The grand total of the bid was determined by adding the base price with the anticipated add-ons.

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:

Angela Stone, Principal, Fivay High School
Tara Kruck, Yearbook Adviser, Fivay High School
3 Students from Fivay High School-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: April 13, 2011 08:48:00

District School Board
of Pasco County

APR 17 2012

Board Approved

District School Board
of Pasco County

APR 19 2011

Board Approved

DATE OF OPENING: March 30, 2011 @ 2:30 PM			Balfour	Herff Jones	Jostens
RFP TITLE: Yearbooks - Fivay High School			10707 66th St. N., #9	305 Church St.	3601 Minnesota Drive
RFP # 12-010-SB			Pinellas Park, FL 33782	Safety Harbor, FL 34695	Minneapolis, MN 55435
			P 727-546-4551	P 727-410-9757	P 800-325-4774
			F 727-548-7240	F 727-797-4262	F 813-319-2851
ITEM#	Units	DESCRIPTION	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE
Section B		Base Price:	\$27,499.00	\$31,896.42	\$20,000.00
Section C		Add-ons:			
1	per copy	Cost of additional copies (after the 400 specified)	\$29.58	\$25.37	\$45.00
2	per copy	Credit for reduction in quantity of yearbooks	\$26.58	\$25.37	\$45.00
3	per page	Credit for reduction in 4 color pages	N/A	\$475.00	\$300.00
4	per page	Credit for reduction in 8 color pages	\$150.00	\$950.00	\$600.00
5	per page	Credit for reduction in 4 black and white pages	N/A	N/A	N/A
6	per page	Credit for reduction in 8 black and white pages	\$80.00	N/A	N/A
7	per page	Cost for 4 additional color pages	N/A	\$475.00	\$300.00
8	per page	Cost for 8 additional color pages	\$150.00	\$950.00	\$600.00
9	per page	Cost for 4 additional black and white pages	N/A	N/A	N/A
10	per page	Cost for 8 additional black and white pages	\$80.00	N/A	N/A
11	1 line	Cost for lines of personalization	\$3.10	\$2.90	\$4.00
12	2 lines	Cost for lines of personalization	Additional \$3.10	\$4.70	\$6.00
13	per icon	Cost for Icons	\$3.10	\$2.25	\$2.00
14	per cover	Cost for plastic protective covers	\$1.11	\$0.85	\$1.10
15	per section	Cost for autograph sections	\$0.54	\$0.60	\$1.00
16	per pocket	Cost for photo pockets	\$1.00	N/A	\$1.00
17	per copy	Yearbook curriculum textbook cost	\$0.63	N/C	\$15.00
18	per copy	Photography curriculum textbook cost	\$0.63	N/C	\$10.00
19	per copy	Direct sales to students/parents cost	\$1.85	N/C	\$1.00
20	per hour	Company Graphic Artist	\$67.00	\$34.00	\$35.00
21	per copy	Current events insert cost – sewn into book	\$1.85	\$2.25	\$2.00
22	per copy	Current events insert cost – tape insertion	\$1.85	\$2.25	\$2.00
23	per copy	DVD supplement cost of production and insertion	N/A	N/A	\$4.50
24	per copy	Spine copy/decoration (school design cover)	N/C	N/C	included
25	per copy	Spine copy/decoration (company design cover)	N/C	N/C	included
26	per copy	Back cover decoration charge	N/C	N/C	included

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APR 19 2011

APR 17 2012

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Section B		Base Price:	\$27,499.00	\$31,896.42	\$20,000.00
Section C		Add-ons:			
27	per copy	Additional silkscreen color applied	\$1.30	\$0.72	\$0.70
28	per copy	Additional foil – stamp color applied	\$1.30	\$0.94	\$0.90
29	per copy	Foil – stamp die charge (if new die)	Quote required	depend on detail of die	\$0.25
30	per copy	Embossing	\$1.53	\$452.00	\$0.90
31	per copy	Embossing die charge (if new die)	Quote required	depend on detail of die	\$0.60
32	per copy	Metalique/metalay application	\$3.34	\$1.44	\$1.35
33	per copy	Rounding and Backing	N/C	N/C	included
34	per copy	Four color printed cover	\$1.07	\$750.00	included
35	per copy	Mylar lamination for printed cover	N/C	N/C	included
36	per copy	Company – design die cut end-sheets	N/C	N/A	\$0.50
37	per copy	Company – design embossed end-sheets	N/C	N/C	\$0.50
38	per copy	Company – design foil – stamped end-sheets	N/C	N/C	\$0.50
39	per copy	Different front & back end-sheet designs	\$1.22	\$195.00	\$2.00
40	per copy	Four color process end-sheets, same design front and back	\$0.91	\$750.00	\$1.15
		Total for Add-ons #	\$98.43	\$58.28	\$87.10
		Total Points Awarded:	103.32	73.24	114.97

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