



# 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  
Michael J. Woodall, CPPO, Purchasing Agent  
813/794-2221 Fax: 813/794-2111  
727/774-2221 TDD: 813/794-2484  
352/524-2221 email: mwoodall@pasco.k12.fl.us

April 16, 2013

## MEMORANDUM

**TO:** Honorable School Board Members

**FROM:** Michael J. Woodall, CPPO, Purchasing Agent *MJW*

**SUBJECT:** Piggyback Request - Fivay High School to Piggyback  
RFP 12-080-PH Zephyrhills High School Pictures  
Leonard's Photography

On March 19, 2013, official action (attached) was taken to renew RFP 12-080-PH Zephyrhills High School Pictures with Leonard's Photography.

Fivay High School is requesting permission to piggyback RFP 12-080-PH Zephyrhills High School Pictures. Lisa Lira from Leonard's Photography was contacted to verify her willingness to extend the existing terms and conditions of RFP 12-080-PH to Fivay High School. She has indicated in writing (attached) that she is willing to do so.

We are therefore requesting permission to allow Fivay High School to piggyback 12-080-PH to cover the period of July 1, 2013 through June 30, 2014. The anticipated contract amount is estimated at \$50,000 and will be paid out of internal funds.

Should you have any questions regarding this matter, please feel free to contact me at your earliest convenience.

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

MJW/sb  
Attachments

Date/Time: April 10, 2013 09:09:00



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### Purchasing Services

Michael J. Woodall, CPPO, Purchasing Agent  
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352/524-2221 e-mail: mwoodall@pasco.k12.fl.us

### RFP PIGGYBACK REQUEST RFP 12-080-PH RFP Title: ZHS Pictures

✓

Yes, I agree to allow Fivay High School to piggyback RFP 12-080-PH under the same terms and conditions as the existing contract. The contract period shall be from July 1, 2013 through June 30, 2014.

\_\_\_\_\_

No, I do not agree to allow Fivay High School to piggyback RFP 12-080-PH.

COMPANY NAME: Leonard's Photography

SIGNATURE: *Lisa Lira*  
TYPED NAME AND TITLE: Sale Representative Lisa Lira

TELEPHONE (WITH AREA CODE): 813-363-0768

FAX NUMBER (WITH AREA CODE): 813-444-8710

E-MAIL: llira@leonards.com

DATE: 3/1/13

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: sbunford@pasco.k12.fl.us  
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)



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March 19, 2013

## MEMORANDUM

**TO:** Honorable School Board Members

**FROM:** Michael J. Woodall, CPPO, Purchasing Agent *MJW.*

**SUBJECT:** RFP 12-080-PH Zephyrhills High School Pictures  
Second Year of a Three-Year Contract  
Leonard's Photography

On April 17, 2012, official action (attached) was taken to award RFP 12-080-PH Zephyrhills High School Pictures to Leonard's Photography. This RFP is a three-year contract, renewable annually based upon mutual consent of the parties. The first year term is set to expire on June 30, 2013.

Considering services have been satisfactory, Lisa Lira, Leonard's Photography Representative, was contacted to determine her willingness to enter into the second year of the agreement for the period of July 1, 2013 through June 30, 2014. As such, she has agreed in writing (attached) to do so.

It is my recommendation to enter into the second year of the contract with Leonard's Photography. The anticipated contract amount for the second year term is \$62,000 paid out of internal funds. Should you have any questions regarding this matter, please feel free to contact me at your earliest convenience.

MJW/sb  
Attachments

District School Board  
of Pasco County

MAR 19 2013

Board Approved



# District School Board of Pasco County Bid Recommendation

<b>Bid Title</b>	Zephyrhills High School Pictures	<b>Number of Vendors Notified</b>	111
<b>Bid Number</b>	12-080-PH	<b>Number of Bids Distributed</b>	42
<b>Date Solicited</b>	February 22, 2012	<b>Number of Vendors Bidding</b>	3
<b>Date Opened</b>	March 8, 2012	<b>Number of Formal "No Bid" Responses</b>	0
<b>Date Board Presentation</b>	April 17, 2012	<b>Funding Source</b>	Internal Funds
<b>Total Savings</b>	*N/A	<b>Grand Total of Bid</b>	\$62,000.00 (Estimated)

**Recommendation:**

Recommend acceptance of RFP from Leonard's 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 1, 2012 and continue through June 30, 2013.

**Notations and Exceptions:**

Recommend rejection of the proposal submitted by Lifetouch as the vendor received a reference totaling an average of below a three (3). The RFP states that any reference totaling an average of below a three (3) on a scale of 1 (Low) to 5 (High) will be automatically disqualified and their proposal will not be considered.

\*An estimated savings could not be calculated as this RFP was based on a point system and recommended award to the vendor with the highest points.

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.

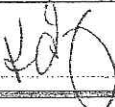
**Bids Evaluated By:**

Steve Van Gorden, Principal  
Tracey Snyder, Teacher  
Tammy Hochstetler, Teacher  
Two (2) students

**Bids Prepared By:**

Patty Hall, Interim Buyer Assistant

**Reviewed and Authorized By:**

Kendra Goodman, CPPO, CPPB, Purchasing Agent 

District School Board  
of Pasco County

MAR 19 2012

Board Approved

District School Board  
of Pasco County

APR 17 2012

Board Approved

<b>DATE OF OPENING:</b> March 8, 2012 @ 2:30 p.m.	Gigante Productions, Inc.	Leonards	Lifetouch, Inc.
<b>RFP TITLE:</b> Pictures-Zephyrhills High School	2818 Cypress Ridge Blvd. S-210	147 San Marco Blvd.	5908 Hampton Oaks Pkwy., Ste N
<b>RFP #</b> 12-080-PH	Wesley Chapel, FL 33544	St. Augustine, FL 32085	Tampa, FL 33610
<b>Board Meeting:</b> April 17, 2012			
<b>CATEGORY A Total Price: (MAX 10 POINTS)</b>			
<b>POINTS:</b>	7.06	5.74	10.00
<b>CATEGORY B References: (MAX 15 POINTS)</b>			
Average each reference for max of 5 per ref.			
<b>Reference 1</b>	5.00	5.00	4.60
<b>Reference 2</b>	5.00	4.80	4.40
<b>Reference 3</b>	5.00	5.00	2.20
<b>POINTS:</b>	15.00	14.80	11.20
<b>CATEGORY C Location of Studio (MAX 15 POINTS)</b>			
Distance from 6335 12th Street, Zephyrhills, FL 33542	17.45	24.98	22.01
<b>POINTS:</b>	15.00	15.00	15.00
<b>CATEGORY D Evaluation of Samples (MAX 25 POINTS)</b>			
<b>AVERAGE of 5 Evaluators</b>	17.80	22.00	19.80
<b>TOTAL POINTS:</b>	54.86	57.54	56.00 *Disqualified

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APR 17 2012

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