



## 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

June 18, 2013

### MEMORANDUM

**TO:** Honorable School Board Members

**FROM:** Michael J. Woodall, CPPO, Purchasing Agent *MJW/12*

**RE:** District Printing Services  
Renewal of RFP 12-021-SB Printing Services –J & S Printing, Printing Depot,  
and Pro-Copy  
Renewal of PRIDE Enterprises-Florida State Statute 946.15

On July 26, 2011, official action was taken to award RFP 12-021-SB Printing Services to the three (3) vendors listed above for printing services. In addition, on June 7, 2011 official action was taken to approve PRIDE (Prison Rehabilitation Industries and Diversified Enterprises) to be utilized for printing services in accordance with Florida State Statute 946.15. The second year of the contracts were Board approved on July 24, 2012 and are set to expire on July 26, 2013.

Considering services have been satisfactory, J & S Printing, Printing Depot, and Pro-Copy were contacted to verify their willingness to enter into the third year of RFP 12-021-SB. As such, they have agreed in writing (attached) to do so. In addition, PRIDE will continue to provide printing services under the Florida State Statute exemption allowing the use of goods and services produced in a correction work program. At this time it is my recommendation to enter into the third year of the contracts listed above that will cover the period of July 27, 2013 through July 26, 2014.

The anticipated expenditures for printing services are estimated at \$700,000. As always, the Purchasing Department will monitor the expenditures with J&S Printing, PRIDE, Printing Depot, and Pro-Copy so this amount will not be exceeded. 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.

MJW/sb  
Attachments

Date/Time: June 12, 2013 08:25:00



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### Purchasing Services

Michael J. Woodall, CPPO, Purchasing Agent

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

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

May 21, 2013

### RFP RENEWAL REQUEST

TITLE: Printing Services

RFP#: 12-021-SB

✓

Yes, I agree to renew RFP 12-021SB under the same terms and conditions.

The third year of the contract period will begin July 27, 2013 and expires

July 26, 2014.

No, I do not agree to extend RFP 12-021-SB for Printing Services.

COMPANY NAME: J & S Printing, Inc.

SIGNATURE: [Signature]

PRINTED NAME/TITLE: Jason Braunstein DATE: 6-3-13

TELEPHONE W/AREA CODE: 727-848-3166

FAX W/AREA CODE:       

EMAIL: print@thecolorpros.com

By agreeing to allow this renewal, 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.

### 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)**



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May 21, 2013

**RFP RENEWAL REQUEST**TITLE: Printing ServicesRFP#: 12-021-SBXX

Yes, I agree to renew RFP 12-021SB under the same terms and conditions. The third year of the contract period will begin July 27, 2013 and expires July 26, 2014.

No, I do not agree to renew RFP 12-021-SB for Printing Services.

COMPANY NAME: ProCopy, Inc.

SIGNATURE: \_\_\_\_\_

PRINTED NAME/TITLE: ERIC STATHAM-PRESIDENT DATE: 6-3-13TELEPHONE W/AREA CODE: 813-988-5900FAX W/AREA CODE: 813-980-6532EMAIL: ERIC@PRO-COPY.COM OR PRINTING @PRO-COPY.COM

By agreeing to allow this renewal, 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.

**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)**



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May 21, 2013

## RFP RENEWAL REQUEST

**TITLE:** Printing Services

**RFP#:** 12-021-SB

Yes, I agree to renew RFP 12-021SB under the same terms and conditions.  
The third year of the contract period will begin July 27, 2013 and expires  
July 26, 2014.

\_\_\_\_\_  
No, I do not agree to renew RFP 12-021-SB for Printing Services.

**COMPANY NAME:** Printing Depot Express

**SIGNATURE:**

**PRINTED NAME/TITLE:** Steve Hunt

**DATE:** 6/4/13

**TELEPHONE W/AREA CODE:** 813-855-6758

**FAX W/AREA CODE:** 813-854-4005

**EMAIL:** steve@goprintingdepot.com

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# District School Board of Pasco County Bid Recommendation

RFP Title	Printing Services-"As-Needed" Basis		Number of Vendors Notified	265
RFP Number	12-021-SB		Number of Proposals Distributed	50
Date Solicited	June 7, 2011		Number of Vendors Proposing	4
Date Opened	July 6, 2011		Number of Formal "No Bid" Responses	0
Date Board Presentation	July 26, 2011		Funding Source	General, Federal Internal, General and State Grants
Total Savings	N/A		Grand Total of Proposal	Estimated \$200,000

### Recommendation:

Recommend acceptance of proposals from J & S Printing, Inc., Printing Depot Express, and Pro-Copy per the attached tabulation sheet as the highest scoring, responsive, responsible proposer meeting written specifications.

### Term of Contract:

This RFP is a three-year contract, renewable annually at the mutual agreement of all parties with up to three suppliers for printing services on an "as-needed" basis for printing jobs PRIDE is unable to provide (i.e., quick turn-around, specialty printing, etc.) The first-year term of the contract will begin on July 27, 2011 and continue through July 26, 2012.

### Notations and Exceptions:

The award of this RFP is based upon the following criteria outlined in the specifications:  
Section A Cost (25 point max), Section B Delivery (15 point max), Section C Website/Ordering/Reporting (15 point max), Section D References (15 point max), Section E Samples (15 point max) Section F Minimum Orders (5 point max), Section G Printing Facility Location (5 point max), and 24 Hour Printing Facility (1 Bonus Point Max).

The RFP submitted by FedEx Office and Printing Services is disqualified as their proposal was conditional and not intended to be a legally binding offer per Nancy Alfonso, School Board Attorney.

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


### Proposals Evaluated By:

Donna Hunt, Media Resources Technician  
Debbie Smith, Graphics Specialist  
Lorraine McKinney, Bookkeeper, Wesley Chapel High School

### Proposal Prepared By:

Stephanie Bunford, Buyer, Purchasing Department

### Reviewed and Authorized By:

Kendra Goodman, CPPO, CPPB, Purchasing Agent 

Date/Time: July 19, 2011 10:37:00

District School Board  
of Pasco County

JUL 26 2011

Board Approved

DISTRICT SCHOOL BOARD OF PASCO COUNTY RFP TABULATION

DATE OF OPENING: July 6, 2011 @ 2:30 p.m.	J & S Printing Inc.	Printing Depot Express	Pro-Copy Inc.
PROPOSAL TITLE: Printing Services	5910 Pine Hill Road #23	3307 US Highway 19	5912 Fowler Ave.
RFP # 12-021-SB	Port Richey, FL 34668	Holiday, FL 34691-1847	Tampa, FL 33617
<b>A. Cost</b> (25 max points)	<b>23.59</b>	<b>15.72</b>	<b>25.00</b>
<b>B. Delivery</b> (15 max points)	<b>13.00</b>	<b>14.00</b>	<b>14.00</b>
<b>C. Website/Ordering Process/Reporting</b> (15 max points)	<b>12.00</b>	<b>14.00</b>	<b>14.00</b>
<b>D. References</b> (15 max points)	<b>15.00</b>	<b>14.00</b>	<b>14.75</b>
<b>E. Samples</b> (15 max points)	<b>14.00</b>	<b>13.00</b>	<b>15.00</b>
<b>F. Minimum Orders</b> (5 max points)	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
<b>G. Printing Facility Location</b> (5 max points)	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
<b>Bonus Points- 24- Hour location</b> (1 max point)	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>
<b>TOTAL POINTS</b>	<b>87.59</b>	<b>80.72</b>	<b>93.75</b>