



DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

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

Purchasing Services

Michael J. Woodall, CPPO, Purchasing Agent

813/ 794-2221 Fax: 813/ 794-2112

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

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

July 23, 2013

MEMORANDUM

TO: Honorable School Board Members

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

SUBJECT: Request Permission to Piggyback
Used Textbooks, Workbooks, and Educational Materials
Bid # 12-0123 School Board of Sarasota County
Follett Educational Services and Textbook Warehouse

The Purchasing Services Department is requesting permission to piggyback the Sarasota County School Board Bid # 12-0123 for the purchase of used textbooks on an "as-needed" basis to be utilized by various schools throughout the District. The above-referenced vendors were contacted to verify their willingness to allow the District to piggyback the School Board of Sarasota County bid. They have indicated in writing (attached) that they are willing to do so.

The estimated dollar amount for the vendors based on orders placed last fiscal year is \$100,000. The Purchasing Services Department will monitor orders to make sure purchases do not exceed the requested amounts.

We are therefore recommending renewal of this piggyback for the second year term of July 23, 2013 through July 18, 2014. Should you have any questions regarding this matter, please contact me at your earliest convenience.

MJW/sb
Attachments

Date/Time: July 16, 2013 09:11:00



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

June 5, 2013

PIGGYBACK REQUEST

TITLE: Used Textbooks, Workbooks and Educational Materials
Bid # 12-0123 School Board of Sarasota County

Yes, I agree to allow the District School Board of Pasco County to piggyback Bid 12-0123 under the same terms and conditions. The contract period will begin July 19, 2013 and expires July 18, 2014.

No, I do not agree to allow the District School Board of Pasco County to piggyback Bid 12-0123.

COMPANY NAME: Follett Educational Services, Inc.

SIGNATURE: 

PRINTED NAME/TITLE: John F. Fleming DATE: 6/17/13
Director

TELEPHONE W/AREA CODE: 800-621-4272

FAX W/AREA CODE: 800-638-4424

EMAIL: bidadmin@fes.follett.com

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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June 5, 2013

PIGGYBACK REQUEST

TITLE: Used Textbooks, Workbooks and Educational Materials
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Yes, I agree to allow the District School Board of Pasco County to piggyback Bid 12-0123 under the same terms and conditions. The contract period will begin July 19, 2013 and expires July 18, 2014.

No, I do not agree to allow the District School Board of Pasco County to piggyback Bid 12-0123.

COMPANY NAME: Textbook Warehouse

SIGNATURE: Diane Goldsmith

PRINTED NAME/TITLE: Diane Goldsmith, Member DATE: 6/5/13

TELEPHONE W/AREA CODE: 800-796-9152

FAX W/AREA CODE: 800-796-9154

EMAIL: info@tbwarehouse.com

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)

District Wide Accreditation • Southern Association of Colleges and Schools



THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA

MATERIALS MANAGEMENT DEPARTMENT

101 OLD VENICE ROAD
TELEPHONE (941) 486-2183

OSPREY, FLORIDA 34229
FAX (941) 486-2188

May 16, 2013

Follett Educational Services, Inc.
Attn: John F. Fleming
1433 International Parkway
Woodridge, IL 60517

FAX: 800-638-4424

Dear Mr. Fleming:

On July 19, 2011, the School Board of Sarasota County, Florida awarded you items from the BID #12-0123 for "Used Textbooks, Workbooks and Educational Materials". This original award was for the period of July 19, 2011 through July 18, 2012.

Bid specifications stated that the School Board has the option, with the consent of the successful vendor, to renew the price for two (2) additional one-year periods. We would like to request that this Bid be renewed for the period of July 19, 2013 through July 18, 2014.

Please check one of the responses below indicating your decision regarding this request. Sign and return this letter to my attention, no later than May 31, 2013, to the Materials Management Department, 101 Old Venice Road, Osprey, FL 34229 or by facsimile at 941-486-2188.

Please include a current Certificate of Insurance form for your business so that a liability insurance file for service vendors can be maintained in the Purchasing office. All contractors must continue to comply with the insurance requirements as provided in the original BID documents. If your Certificate of Insurance is current, or was not a requirement in the original Bid documents, please disregard.

Federal Debarment Certification: Certification regarding debarment, suspension, ineligibility and voluntary exclusion as required by Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR, Part 85, as defined at 34 CFR Part 85, Sections 85.105 and 85.110-(ED80-0013).

- a. The prospective lower tier participant certifies, by submission and signature of this renewal request, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
- b. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this renewal request.

Thank you for your consideration. We look forward to doing business with you for another year.

Sincerely,

Joyce E. Haney
Joyce Haney, Senior Buyer
Materials Management

I agree to renew the Bid #12-0123, adhering to original terms and conditions and originally awarded pricing, for an additional one-year period through July 18, 2014.

I decline to renew the Bid prices for an additional one-year period.

Signature* *John F. Fleming*
John F. Fleming
Please print name

Title Director
Date 5-21-13

*Note: Must be signed by an officer or employee having the authority to bind the company or firm.



THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA

MATERIALS MANAGEMENT DEPARTMENT

101 OLD VENICE ROAD
TELEPHONE (941) 486-2183

OSPREY, FLORIDA 34229
FAX (941) 486-2188

May 16, 2013

Textbook Warehouse
Attn: Diane Goldsmith
936 Curie Drive
Alpharetta, GA 30005

FAX: 800-796-9154

Dear Ms. Goldsmith:

On July 19, 2011, the School Board of Sarasota County, Florida awarded you items from the BID #12-0123 for 'Used Textbooks, Workbooks and Educational Materials'. This original award was for the period of July 19, 2011 through July 18, 2012.

Bid specifications stated that the School Board has the option, with the consent of the successful vendor, to renew the price for two (2) additional one-year periods. We would like to request that this Bid be renewed for the period of July 19, 2013 through July 18, 2014.

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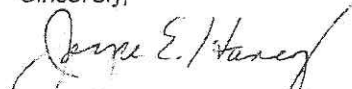
Please include a current **Certificate of Insurance** form for your business so that a liability insurance file for service vendors can be maintained in the Purchasing office. All contractors must continue to comply with the insurance requirements as provided in the original Bid documents. If your Certificate of Insurance is current, or was not a requirement in the original Bid documents, please disregard.

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- a. The prospective lower tier participant certifies, by submission and signature of this renewal request, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
- b. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this renewal request.

Thank you for your consideration. We look forward to doing business with you for another year.

Sincerely,


Joyce Haney, Senior Buyer
Materials Management

I agree to renew the Bid #12-0123, adhering to original terms and conditions and originally awarded pricing, for an additional one-year period through July 18, 2014.

I decline to renew the Bid prices for an additional one-year period.

Signature 

Title Member

Diane Goldsmith
Please print name

Date 5/17/13

***Note: Must be signed by an officer or employee having the authority to bind the company or firm.**

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA

Bid Tabulation for Used Textbooks, Workbooks and Educational Materials - Bid #12-0123

Opening Date: June 14, 2011 - 2:00 P.M.

| DESCRIPTION | | Budgetext Corporation | Follett Educational Services, Inc. | Textbook Warehouse |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|----------------------------------------------------------------------------|--------------------------------------------------------------|--------------------------------------------------------------|
| Indicate the minimum percentage discount off vendor's internet list price for the specified items. Minimum percentage discount should include delivery. Balance of product line minimum discount should reflect discounts off all categories not otherwise listed. | | Did not renew 7/19/2012 | | |
| 1. | Used textbooks (%): | 2006-2011* - 3% 2005* - 5% 2003-2004* - 8% 2002* or earlier - 10% | Additional 5% off FES prices, see attached Appendix | Off catalog price - 10% |
| 2. | Used workbooks (%): | | Additional 5% off FES prices, see attached Appendix. | Off catalog price - 10% |
| 3. | Used hard-back books (%): | REJECT | | Off list price - 38% (only new) |
| 4. | Used soft-back books (%): | REJECT | | Off list price - 38% (only new) |
| 5. | Used audio books (%): | REJECT | | |
| 6. | Balance of product line (used) minimum discount (%): | | Additional 5% off FES prices, see attached Appendix | |
| 7. | Estimated delivery time after receipt of purchase order. (Days): | 3-5 days | 5-10 business days | 5-7 days |
| Please include vendor's internet website to view price lists: | | www.budgetext.com | www.fes.follett.com | www.tbwarehouse.com |



Pre-Owned Textbooks • New Classroom Literature • New Reference Books • New Supplemental Learning Materials

June 7th, 2011

Purchasing Office
SB of Sarasota
101 Old Venice Road
Osprey, FL 34229

Re: Bid#12-0123 – Used Textbooks, Workbooks and Educational Materials

Follett Educational Services, Inc. (FES) is pleased to respond to your above-mentioned bid. FES is submitting the following catalogs and discounts:

Pre-Owned Textbooks K-12 Catalog: FES is offering savings up to 75% off Publisher Net Prices with an additional 5%** discount off FES Catalog.
Shipping & Handling Fee: No Charge

Supplemental Materials K-12 Catalog: FES is offering savings up to 45% off Publisher Prices with an additional 5%* discount off FES Catalog. Published prices and titles are subject to change. Please call account manager for latest pricing and availability.
Shipping & Handling Fee: No Charge

Payment Terms: Net 30 Days
Shipped F.O.B. Destination

**Exclusions: Discounts do not apply to Premium ("like new" never been issued to a student or used in a classroom) Textbooks and Workbooks, FollettBound, Dictionaries, Thesauruses, Reference Books, Playaways, Audio Visual and Professional Development Materials.

*Exclusions: Discounts do not apply to FollettBound, Dictionaries, Thesauruses, Reference Books, Playaways, Audio Visual and Professional Development Materials and Digital.

For over 130 years, FES has been the leading provider of quality pre-owned textbooks to K-12 schools and districts (the same textbooks you would otherwise buy brand new from publishers at substantially higher prices). Every pre-owned textbook we sell undergoes a thorough quality inspection and reconditioning process backed by a 100% Satisfaction Guarantee, so you can buy with confidence. FES also offers a large selection of "like new" textbooks and workbooks that have never been issued to a student or used in a classroom.

FES is also a major provider of *brand-new* classroom literature, reference books and test preparation materials from all leading publishers. We can supply any title currently in print. FES also offers PLAYAWAYS--self-playing digital audiobooks with the entire book loaded on a durable unit about half the size of a deck of cards. If you have not yet heard about them, please contact us for more details.

In addition to lower prices on all your classroom book needs, you can save even more by taking advantage of **FES' Book Buy-Back Program**. This program gives you the option to convert your excess or surplus textbooks into **cash or credit** that you can apply toward all your FES purchases!

In conclusion percentage quoted will be honored from the term of the contract. Catalogs are updated annually in April. FES will send updated catalogs to all requesting parties.

Inquiries relating to this bid should be addressed to John Fleming, 1-800-621-4272 ext. 5641 or jfleming@fes.follett.com.
Inquiries relating to sales or ordering should be referred to Greg Cabo at ext. 4616 or gcabo@fes.follett.com.

Thank you for this opportunity and your consideration.

Best Regards,

A handwritten signature in black ink, appearing to read 'John F. Fleming'.

John F. Fleming
Director, Inventory Management

Greg Cabo
Account Manager

End

Turn Your Surplus Textbooks Into Cash or Credit!

Follett Educational Services, Inc.
1433 Internationale Parkway, Woodridge, IL 60517-4941 • www.fes.follett.com
Phone 1-800-621-4272 • Fax 1-800-638-4424



Pre-Owned Textbooks • New Classroom Literature • New Reference Books • New Supplemental Learning Materials

School Board of Sarasota County, FL
Bid#12-0123 – Used Textbooks, Workbooks and Educational Materials

Appendix – A

Discount & Product Information:

Pre-Owned Textbooks K-12 Catalog – Additional 5%* Discount

For over 130 years, FES has been the leading provider of quality pre-owned textbooks to K-12 schools and districts (the same textbooks you would otherwise buy brand new from publishers at substantially higher prices). Every pre-owned textbook we sell undergoes a thorough quality inspection and reconditioning process backed by a 100% Satisfaction Guarantee, so you can buy with confidence. FES also offers a large selection of "like new" textbooks and workbooks that have never been issued to a student or used in a classroom. We offer **up to 75%** savings over publisher net prices. We are offering an additional 5-10%* discount off FES Prices in our catalog. Your satisfaction with your order is guaranteed. Discounts do not apply to Premium ("like new" never been issued to a student or used in a classroom) Textbooks and Workbooks, FollettBound, Dictionaries, Thesauruses, Reference Books, Playaway, Audio Visual and Professional Development Materials.

* Please contact your account manager for the discounted titles.

Supplemental Materials K-12 Catalog - Additional 5%* Discount

FES offers brand-new classroom literature, literature study guides, test preparation materials, dictionaries, thesauruses and reference books **up to 45%** savings over publisher prices. We are offering an additional 5%* discount off FES Prices in our catalog. Published prices and titles are subject to change. Please call account manager for latest pricing and availability. The discount does not apply to FollettBound, Dictionaries, Thesauruses, Reference Books, Playaway, Audio Visual and Professional Development Materials.

* Please contact your account manager for the discounted titles.

Shipping & Handling Fees:

Pre-Owned Textbooks K-12 Catalog – 9 1/2% or minimum \$5.00
Supplemental Materials K-12 Catalog – No charge

Payment Terms:

Net 30 Days

Turn Your Surplus Textbooks Into Cash or Credit!

Follett Educational Services, Inc.
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Phone 1-800-621-4272 • Fax 1-800-638-4424