

# District School Board of Pasco County

## Bid Recommendation

<b>RFP/Bid Title</b>	Ridgewood High School Yearbooks		<b>Number of Vendors Notified</b>	180
<b>Bid Number</b>	07-125-MK		<b>Number of Bids Distributed</b>	19
<b>Date Solicited</b>	3/26/2007		<b>Number of Vendors Bidding</b>	5
<b>Date Opened</b>	4/23/2007		<b>Number of Formal "No Bid" Responses</b>	0
<b>Date Board Presentation</b>	6/5/2007		<b>Funding Source</b>	101 General Funds
<b>Total Savings</b>	0		<b>Grand Total of Bid</b>	\$40,825.00

**Recommendation:**

Recommend acceptance of RFP/bid from Walsworth as noted on the attached tabulation sheet as the responsive, responsible proposal receiving the highest points. Tie points for award were determined by vendor being a drug free business as verified in their submitted bid documents.

**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, 2007 and expire on June 30, 2008.

**Notations and Exceptions:**

This RFP/bid was awarded upon a weighted points system. The weighted point criteria were based upon the following weights: Quality (9); Base Price (6), and References (3). Points were assigned on a scale of 5 (High) to 1 (Low) in each of the above entries, then multiplied by the weighted points factor.

Offers from the 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.

**Bids Evaluated By:**

Mr. Koenigsfeld, Principal  
 3 Faculty members: Melissa Olen, Gail Schuck and Cathy Tezber  
 2 Parents  
 3 Members of the student body with experience in yearbook production.  
 \* All evaluation records on file in Purchasing

**Bids Prepared By:**

Mina Kaeding, CPPB, Buyer

**Reviewed and Authorized By:**

Kendra Goodman, CPPB, Purchasing Agent

