

District School Board of Pasco County

Bid Recommendation

RFP/Bid Title	Pasco High School Yearbooks		Number of Vendors Notified	173
Bid Number	08-005-MK		Number of Bids Distributed	23
Date Solicited	5/17/2007		Number of Vendors Bidding	4
Date Opened	6/5/2007		Number of Formal "No Bid" Responses	1
Date Board Presentation	6/19/2007		Funding Source	101 General Funds
Total Savings	\$1,779		Grand Total of Bid	Estimated Total \$22,568

Recommendation:

Recommend acceptance of RFP/bid from Taylor as noted on the attached tabulation sheet as the 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, 2007 and expire on June 30, 2008.

Notations and Exceptions:

Unit prices will remain firm and in effect throughout the term of the contract, however, the total dollars may vary depending on the number of copies and added amenities.

This RFP/bid was awarded upon a weighted points system. The weighted point criteria were based upon the following weights: Quality (10); Base Price (5), References (5), Summer Workshops (5), Support Services Staff (5) and Support Services Students (5). 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. Pat Reedy, Principal
 2 Faculty members: Melissa Font and Abigail Kennedy
 2 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

