

District School Board of Pasco County

Bid Recommendation

RFP Title	Zephyrhills High School – Caps, Gowns, Rings and Announcements		Number of Vendors Notified	141
RFP Number	08-067-SN		Number of Bids Distributed	10
Date Solicited	March 13, 2008		Number of Vendors Bidding	3
Date Opened	April 3, 2008		Number of Formal “No Bid” Responses	0
Date Board Presentation	May 6, 2008		Funding Source	School Internal Funds
Total Savings	Estimated \$13,000		Grand Total of Bid	Estimated \$91,000

Recommendation: Recommend acceptance of the “all-or-none” proposal from Herff Jones per the attached tabulation sheet as highest scoring, responsive, responsible proposal meeting written specifications.

Term of Contract: This proposal is for the purchase of Caps & Gowns, Rings and Announcements for Zephyrhills High School. The term of the proposal is three (3) years, renewable annually at the mutual agreement of the parties.

Notations and Exceptions: This RFP was awarded upon a weighted points system. The weighted point criteria were based upon the following weights: Quality (15), Base Price (5), and References (10). Points were assigned on a scale of one (1) to five (5) in each of the above entries, and then multiplied by the weighted points factor.

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.

Bids Evaluated By:
 Gerry Painter, Principal, Zephyrhills High School
 Two (2) Faculty Members
 One (1) Parent
 Four (4) Members of the Student Body

Bids Prepared By: Stephanie Noble, Buyer, Purchasing Department

Reviewed and Authorized By: Kendra Goodman, CPPB, Purchasing Agent

Date/Time: April 30, 2008 11:31:00

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING:			Balfour	Herff Jones	Jostens
April 15, 2008 @ 2:30 P.M.			4707 140th Ave N #217	6009 Dr. MLK Street North	2005 Tree Fork Lane, Ste 125
BID TITLE:			Clearwater, FL 33762	St. Petersburg, FL 33703	Longwood, FL 32750
Caps & Gowns, Rings and Announcements - ZHS					
BID #:			Greg Fenlon	John P. McLay, Jr.	Oscar Bustos
08-067-SN			727-539-7070	727-381-7714	407-834-3022
			727-530-0745	727-381-7713	407-834-3276
ITEM#	Units	DESCRIPTION	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE
		Part A: Caps & Gowns:			
		Basis Line Caps, Gowns, Tassels as Specified	\$21.95	\$15.95	\$18.00
		Premium Line Caps, Gowns, Tassels as Specified	\$24.95	\$25.95	\$22.00
		Custom Medallion with Ribbon	\$8.50	\$3.45	\$6.00
		Activity Cords	\$7.00	\$4.95	\$8.00
		Honor Cords	\$10.00	\$4.95	\$8.00
		Stoles	\$10.00	\$8.95	\$16.95
		Custom 3-color and 4-color stoles	\$16.00	\$11.50	\$18.95
		Additional Tassels	\$6.00	\$9.00	\$7.00
		Part B Rings:			
		Men's 10kt yellow gold class rings	\$359.90	\$340.95	\$361.95
		Ladies 10k yellow gold class rings	\$329.90	\$279.95	\$298.95
		Rings price change per \$1.00:			
		Men's	\$0.20	\$0.20	\$0.20
		Ladies	\$0.20	\$0.10	\$0.10
		Men's Medium Traditional	\$349.90	\$269.95	\$351.95
		Men's Large Traditional	\$359.90	\$340.95	\$361.95
		Ladies Petite Traditional	\$319.90	\$189.95	\$288.95
		Ladies Small Traditional	\$249.90	\$252.95	\$298.95
		Ladies Regular Traditional	\$329.90	\$279.95	\$308.95
		Special Ultrium Men's Ring Package Starting at:			

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING:			Balfour	Herff Jones	Jostens
April 15, 2008 @ 2:30 P.M.			4707 140th Ave N #217	6009 Dr. MLK Street North	2005 Tree Fork Lane, Ste 125
BID TITLE:			Clearwater, FL 33762	St. Petersburg, FL 33703	Longwood, FL 32750
Caps & Gowns, Rings and Announcements - ZHS					
BID #:			Greg Fenlon	John P. McLay, Jr.	Oscar Bustos
08-067-SN			727-539-7070	727-381-7714	407-834-3022
			727-530-0745	727-381-7713	407-834-3276
ITEM#	Units	DESCRIPTION	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE
		Men's Medium	\$199.90	\$99.95	\$146.95
		Men's Large	\$199.90	\$99.95	\$156.95
		Special Ultrium Ladies Ring Package Starting at:			
		Ladies Petite	\$199.90	\$99.95	\$141.95
		Ladies Small	\$199.90	\$99.95	\$151.95
		Ladies Regular	\$199.90	\$99.95	\$176.95
		Part C: Announcements:			
		Graduation Announcements Single Fold	\$0.50	5.00 per box	20.50 per box
		Graduation Announcements Double Fold	\$0.70	7.50 per box	21.50 per box
		Graduation Announcements Triple Fold	\$0.80	15.00 per box	22.50 per box
		Additional options	\$0.10	\$2.50	N/C
		Thank You Cards (25)	\$14.95	\$13.75	\$10.00
		Name Cards with raised embossed borders	\$18.95	\$18.00	\$19.00
		TOTAL POINTS:	125	130	105