

District School Board of Pasco County

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Heather Fiorentino, Superintendent

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Department of Purchasing
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May 20, 2008

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Second Year Renewal of Three-Year Contract

Bid #07-125-MK Yearbooks – Ridgewood High School

Walsworth

On June 5, 2007, official action (attached) was taken to award the above-referenced bid to Walsworth. This is a three year bid renewable annually at the mutual agreement of the parties. The first year of the agreement will expire on June 30, 2008.

Considering services have been satisfactory, Walsworth was contacted to verify their willingness to enter into the second year of the agreement. As such, Walsworth has agreed in writing to enter into the second year of the contract. The second year of the contract will cover the period of July 1, 2008 through June 30, 2009. At this time it is my recommendation to enter into the second year of the contract.

If you have any questions, please feel free to contact me at your earliest convenience.

KDG/vj

Attachments (3)

Date/Time: May 14, 2008 11:00:00

District School Board of Pasco County Bid Recommendation

RFP/Bid Title	Ridgewood High School Yearbooks	Number of Vendors Notified	180
Bid Number	07-125-MK	Number of Bids Distributed	19
Date Solicited	3/26/2007	Number of Vendors Bidding	5
Date Opened	4/23/2007	Number of Formal "No Bid" Responses	0
Date Board Presentation	6/5/2007	Funding Source	101 General Funds
Total Savings	0	Grand Total of Bid	\$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 byvendor 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 July1, 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

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING:		ENING:	Herff Jones Yearbooks	Jostens, Inc.	Lifetouch Publishing, Inc.	Taylor Publishing Company	Walsworth Publishing Company
April 26, 2007 @ 2:30 P.M.		305 Church St.	308C South Delware Ave.	701 S. Howard Ave	10707 66th Street N	430 Chimney Rock	
BID TITLE: Safety Harbor, FL 34695		Tampa, FL 33606	#106	Suite D	Ruskin, FL 33570		
Yearbooks - RHS			Tampa, FL 33606	Pinellas Park, FL 33782			
BID #: Michael Pate		Michael Pate	Lacey Glass	Sarah Cavin	Amanda Petrowsky	Jason Talley	
07-125-1	MK		727-410-9757	813-495-9039	813-416-4019	727-204-7379	813-641-2028
			727-797-4262	813-250-2969	866-475-5207	727-548-7240	407-831-0588
ITEM#	Units	DESCRIPTION	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE
650	ea	Ridgewood High School					
		Base Price:	\$54,507.00	\$36,759.00	\$29,721.00	\$31,542.80	\$40,825.00
						All Color: \$42,240.00	
		Total Points:	23 Points	69 Points	54 Points	66 Points	69 Points