

## **District School Board of Pasco County**

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638 • 813/794-2000

Heather Fiorentino, Superintendent

www.pasco.k12.fl.us

Department of Purchasing Kendra Goodman, CPPB, Purchasing Agent 813/794-2221 Fax: 813/794-2221 727/774-2221 TDD: 813/794-2484

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

June 3, 2008

## **MEMORANDUM**

**TO:** Honorable School Board Members

**FROM:** Kendra Goodman, CPPB, Purchasing Agent

**RE:** Second Year Renewal of Three-Year Contract

Bid #07-122-MK Yearbooks – Zephyrhills High School

Jostens

On June 5, 2007, official action (attached) was taken to award the above-referenced bid to Jostens. 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, Jostens was contacted to verify their willingness to enter into the second year of the agreement. As such, Jostens 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)

# District School Board of Pasco County Bid Recommendation

RFP/Bid Title	Zephyrhills High School Yearbooks	Number of Vendors Notified	98
Bid Number	07-122-MK	Number of Bids Distributed	20
Date Solicited	3/27/2007	Number of Vendors Bidding	5
<b>Date Opened</b>	4/25/2007	Number of Formal "No Bid" Responses	0
Date Board Presentation	6/5/2007	Funding Source	101 General Funds
<b>Total Savings</b>	\$2,932.00	Grand Total of Bid	\$37,745.00

## **Recommendation:**

Recommend acceptance of RFP/bid from Josten's 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 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:**

Ms. Gerri Painter, Principal

- 3 Faculty members
- 2 Parents
- 3 Members of the student body with experience in yearbook production.

## **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:		Herff Jones	Jostens, Inc.	Lifetouch Publishing	Taylor Publishing	Walsworth Publishing Company	
April 24, 2007 @ 2:30 PM		305 Church Street	308C South Delware Ave.	701 S. Howard Ave. 106	10707 66th Street N	430 Chimney Rock	
		Safety Harbor, FL 34695	Tampa, FL 33606	Tampa, FL 33606	Suite D	Ruskin, FL 33570	
Yearbooks - ZHS					Pinellas Park, FL 33782		
BID: Michael		Michael Pate	Lacey Glass	Sarah Cavin	John Pantelis	Jason Talley	
#07-122-MK		727-410-9757	813-495-9039	813-416-4019	727-546-4551	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
1	600 ea.						
		Zephyrhills High School					
		Base Price:	\$55,040.00	\$37,745.00	\$37,500.00	\$38,980.00	\$34,122.00
		TOTAL "ALL OR NONE" BASE PRICE:					
		EVALUATION POINTS	24	75	48	51	72