

# District School Board of Pasco County

## Bid Recommendation

<b>Bid Title</b>	Library Materials & Supplies Catalog Discount		<b>Number of Vendors Notified</b>	209
<b>Bid Number</b>	08-101-SN		<b>Number of Bids Distributed</b>	43
<b>Date Solicited</b>	February 21, 2008		<b>Number of Vendors Bidding</b>	16
<b>Date Opened</b>	March 20, 2008		<b>Number of Formal "No Bid" Responses</b>	0
<b>Date Board Presentation</b>	June 17, 2008		<b>Funding Source</b>	General and Internal Funds
<b>Total Savings</b>	<b>\$32,625.00</b> (First-Year Estimate)		<b>Grand Total of Bid</b>	<b>\$225,000.00</b> (First-Year Estimate)

**Recommendation:**

Recommend acceptance of RFPs as noted on the attached tabulation sheet as having the highest average scores and best RFPs meeting written specifications.

**Term of Contract:**

This contract is for library materials and supplies to be purchased throughout the District. This is a three-year contract renewable annually based upon mutual agreement of both parties. The first year of this contract shall be effective from June 18, 2008 to April 22, 2009. The items in this contract will be ordered on an "as needed" basis during the contract period. Discounts will remain firm and in effect throughout the term of the contract.

**Notations and Exceptions:**

This is a multi-award bid (up to four vendors) based upon the highest average scores. The evaluation consisted of a selection review committee, made up of representatives from three school's media specialist (1-elementary, 1-middle, 1-high). Each RFP was evaluated according to a weighted point system (i.e. Vendor Location 4, Discount Offered 6, References 5) as outlined in the specifications with scores totaled and then averaged to obtain the respondents with the highest average scores. Copies of the evaluation forms are on file in the Purchasing Department. A maximum of four vendors could be awarded as outlined in the RFP specifications.

Recommend rejection of Accu-Cut, BMI Educational Services, Border's, Inc., Camcor, Inc., Ellison Educational Equipment, Kaplan Early Learning Co., Learning Services and Long's Electronics as their products did not meet the types of materials and supplies as specified in the bid document (i.e., bookends, label makers, desk organizers, bookmarks, hanging bags, book mobiles, book pockets, pamphlet racks, book repair tape, etc.).

Offers from the vendors listed herein are the only offers received timely as of the specified opening date and time. All other offers submitted in response to this solicitation, if any, are hereby rejected as late.

**Bids Evaluated By:**

Rhoda Cribbs, Media Specialist, Trinity Elementary School  
 Anna Condoleon, Media Specialist, Charles S. Rushe Middle School  
 Lisa Hidalgo, Media Specialist, Land O' Lakes High School

**Bids Prepared By:**

Laurie Roberts, CPPB, Buyer, Purchasing Department

**Reviewed and Authorized By:**

Kendra Goodman, CPPB, Purchasing Agent

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: March 20, 2008 @ 2:30 PM	Accu-Cut	BMI Educational Services	Border's Inc.
BID TITLE: Library Materials & Supplies Catalog Discount	1035 East Dodge Street	PO Box 800	100 Phoenix Drive
BID # 08-101-SN	Fremont, NE 68025	Dayton, NJ 08810	Ann Arbor, MI 48108
<b>**Board Meeting 6/17/08**</b>			
DESCRIPTION	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE
Catalog Name	08-09 Education Catalog & Idea Book	2008 PreK-8	Disqualified
Discount	20%	0%	
Catalog Name	2008 Spring Education Mini Catalog	2008 7-12	
Discount	20%	0%	
Catalog Name		2008 Teacher's Guide PreK-8	
Discount		0%	
Catalog Name		2008 Teacher's Guide 7-12	
Discount		0%	
Bid Reference Number:	EQX03		
Exclusions:			
Shipping Notes:		8% Shipping or Free if over \$2500.00	
<b>RFP Score</b>	<b>Disqualified</b>	<b>Disqualified</b>	<b>Disqualified</b>

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: March 20, 2008 @ 2:30 PM	Brodart Company	Camcor, Inc.	Classic School Supply	
BID TITLE: Library Materials & Supplies Catalog Discount	100 North Road	2273 S Church Street	PO Box 178	
BID # 08-101-SN	McElhattan, PA 17748	Burlington, NC 27216	Waynesboro, VA 22980	
<b>**Board Meeting 6/17/08**</b>				
DESCRIPTION	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE	
Catalog Name	2008 Brodart Supplies & Furnishings	2007/2008 AV Catalog	2007 Classic School Supply	
Discount		15%	5%	30%
Catalog Name				
Discount				
Catalog Name				
Discount				
Catalog Name				
Discount				
Catalog Name				
Discount				
Bid Reference Number:				
Exclusions:		ImageMouse, Scan Pro, ScanPro 1000, Security Systems and Accessories, Books, Automation Division Products	Large items will require freight charges	Furniture and Equipment Items that have a product number beginning with a "D"
Shipping Notes:			Free Shipping over \$100	
<b>RFP Score</b>		<b>85.92</b>	<b>Disqualified</b>	<b>67.41</b>

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: March 20, 2008 @ 2:30 PM	Discount School Supply	EAI Education
BID TITLE: Library Materials & Supplies Catalog Discount	2 Lower Ragsdale, #200	PO Box 7046
BID # 08-101-SN	Monterey, CA 93940	Oakland, NJ 07436
<b>**Board Meeting 6/17/08**</b>		
DESCRIPTION	TOTAL PRICE	TOTAL PRICE
Catalog Name	2008 March Discount School Supply - exp 6/29/08	2008 Spring K-12 Math
Discount	15%	15%
Catalog Name		2008 Spring K-6 Reading & Math
Discount		15%
Catalog Name		
Discount		
Catalog Name		
Discount		
Bid Reference Number:		
Exclusions:		Calculators & peripherals, CBLs, CBRs, probes, Navigator Sytems, Stopwatches, Overhead Projectors
Shipping Notes:		\$100.00 minimum for free shipping
<b>RFP Score</b>	<b>57.07</b>	<b>68.46</b>

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: March 20, 2008 @ 2:30 PM	Ellison Educational Equipment	Gaylord Brothers	Highsmith
BID TITLE: Library Materials & Supplies Catalog Discount	25862 Commercentre Drive	Box 4901	W5527 State Road 106
BID # 08-101-SN	Lake Forest, CA 92630	Syracuse, NY 13221	Ft. Atkinson, WI 53538-0800
<b>**Board Meeting 6/17/08**</b>			
DESCRIPTION	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE
Catalog Name	2008 Spring Ellison Shaping Education	2008 General Reference Catalog 10% Furniture/Equipment 15% Supplies	2007/2008 Highsmith L91
Discount	15%		8%
Catalog Name	2007/2008 Ellison Shaping Education		2008 March School Products S9B
Discount	15%		8%
Catalog Name			2008 Upstart K96
Discount			8%
Catalog Name			
Discount			
Bid Reference Number:			#52849
Exclusions:	Wall Rack, the Ellison Storage Center, Bins, Custom Dies, gift certificates		Edupress, Mindsparks, Interact, Learning Well Brands, 3M Security Products
Shipping Notes:	6% freight fee, minimum \$6.00 charge and additional shipping charges on 76-slot storage carousel, multi-purpose cart, cart accessories and 60-slot wall rack	Free over \$200.00 - Additional charges for inside delivery and gate delivery	
RFP Score	Disqualified	79.50	82.54

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: March 20, 2008 @ 2:30 PM	Kaplan Early Learning Co	Lakeshore Learning Materials	Learning Services
BID TITLE: Library Materials & Supplies Catalog Discount	1310 Lewisville-Clemmons Road	2695 E. Dominguez Street	PO Box 10636
BID # 08-101-SN	Lewisville, NC 27023	Carson, CA 90895	Eugene, OR 97440
<b>**Board Meeting 6/17/08**</b>			
DESCRIPTION	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE
Catalog Name	2008 Early Childhood Edition	2008 Lakeshore	2007/2008 Learning Services
Discount	15%	5%	10% Software 3% Balance of Line
Catalog Name	2008 K-5 Kaplan	2008/2009 Lakeshore Elementary	
Discount	15%	5%	
Catalog Name			
Discount			
Catalog Name			
Discount			
Bid Reference Number:		Per Bid #08-101	FL34638
Exclusions:			
Shipping Notes:	\$100.00 Minimum for free shipping		Free Shipping for software on a \$150.00 minimum order. All other orders will be charges shipping.
<b>RFP Score</b>	<b>Disqualified</b>	<b>68.20</b>	<b>Disqualified</b>

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: March 20, 2008 @ 2:30 PM	Long's Electronics	School Specialty
BID TITLE: Library Materials & Supplies Catalog Discount	2630 5th Avenue South	PO Box 1579
BID # 08-101-SN	Irondale, AL 35210	Appleton, WI 54912
<b>**Board Meeting 6/17/08**</b>		
DESCRIPTION	TOTAL PRICE	TOTAL PRICE
Catalog Name	2008 Audio/Visual Catalog #770	2008 Education Catalog 25% Supplies 12% Furniture/Equipment
Discount	5%	
Catalog Name		
Discount		
Catalog Name		
Discount		
Catalog Name		
Discount		
Catalog Name		
Discount		
Bid Reference Number:	Attention: Special Markets Dept.	2008184997SS
Exclusions:		
Shipping Notes:	\$100 Minimum	
<b>RFP Score</b>	<b>Disqualified</b>	<b>71.92</b>