



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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Department of Purchasing
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August 17, 2007

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Second Year Renewal of Three-Year Contract
Bid #808-A-MK Announcements – Land O' Lakes High School
Herff Jones/Denny Kollmeyer

Land O' Lakes High School solicited proposals for Announcements from three vendors. The school received proposals from Balfour, Herff Jones/Denny Kollmeyer and Jostens for a three-year contract, renewable annually by mutual agreement of both parties. Herff Jones/Denny Kollmeyer was selected by obtaining the highest total points by a committee of administrators, staff, faculty members, parents, and students. At this time please find listed below a recap and recommendation of their proposals.

<u>VENDOR</u>	<u>TOTAL POINTS</u>	
Balfour	72	
Herff Jones	81	*Recommendation
Jostens	75	

The first year of the contract expires on October 17, 2007. At this time they are requesting approval for the second year renewal. This total is based upon estimated quantities required and changes in the options for this year's requirements. All changes are consistent with the proposal document's pricing structures.

Considering services have been satisfactory, Herff Jones/Denny Kollmeyer was contacted to verify their willingness to enter the second year of the agreement. They have agreed to do so – renewal request attached for your review. The second year of the agreement will commence on October 18, 2007 and expire on October 17, 2008.

Should you have any questions regarding this matter, or if I can be of further assistance, please contact me at your earliest convenience.

KDG/ne

Attachments (3)

Date/Time: August 29, 2007 10:56:00