



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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Department of Purchasing
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December 10, 2007

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Second Year Renewal of Three-Year Contract
Bid #07-062-MK
Classroom Supplies Catalog Discount
AFP Industries, Classic School Supply, Schoolhouse, Inc., School Specialty,
and The Learning Station

On November 21, 2006, official action (attached) was taken to award the Classroom Supplies Catalog Discount bid to the above-referenced vendors. This bid is a three-year contract, renewable annually based upon mutual consent of all parties. The first year of the agreement will expire on December 31, 2007.

Considering the services have been satisfactory, the vendors were contacted to determine their willingness to enter into the second year of this bid. Five of the six vendors have indicated in writing (attached) their willingness to do so. The sixth vendor, The Learning Depot, is no longer in business.

At this time, it is my recommendation to enter into the second year of the agreement with the vendors noted above. The second year of the contract will cover the period of January 1, 2008 through December 31, 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/vs

Attachments (7)

DATE/TIME: December 12, 2007 11:32:00

District School Board of Pasco County

Bid Recommendation

Bid Title	Classroom Supplies "Catalog Discount"		Number of Vendors Notified	142
Bid Number	07-062-MK		Number of Bids Distributed	65
Date Solicited	8/30/2006		Number of Vendors Bidding	37
Date Opened	9/27/2006		Number of Formal "No Bid" Responses	3
Date Board Presentation	11/21/2006		Funding Source	101 General Funds
Total Savings	\$23,000		Grand Total of Bid	\$350,000

Recommendation:

Recommend acceptance of bids as noted on the attached tabulation sheet as lowest and best bids meeting written specifications.

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 January 1, 2007 and expire on December 31, 2007.

Notations and Exceptions:

This is a multi-awarded bid (up to six vendors) based upon a weighted point system. The weighted point criteria, was based upon the following: Discounts (6); Warehouse Inventory (3); Store Inventory (4); Vendor Location (4); References (3). As per bid specifications a maximum of six companies were awarded the bid; AFP Industries, Classic School Supply, Schoolhouse Inc., School Specialty, The Learning Depot, and The Learning Station. Estimated annual expenditures will vary depending upon need. However, discounts will remain firm for the duration of the contract. Vendors are permitted to provide new catalogs in January and July.

A total of 28 of the most commonly used bid items were selected from various new elementary, middle and high school orders. Vendors who could supply 80% of these items were considered for award. Bids noted with an asterisk (*) were not considered as their catalogs were either not a general classroom supply catalog or were specific catalogs that are awarded on other District bids.

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:

Nicole Ellis, Buyer Assistant
Vickie Stephens, Purchasing Assistant

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:	Rand McNally	Resources For Reading	S&S Worldwide	Sax Arts & Crafts	School Health Corp.
September 27, 2006 at 2:30 P.M.	PO Box 1906	130 East Grand Ave.	75 Mill St.	PO Box 510710	865 Muirfield Drive
BID TITLE:	Skokie, IL 60076	S. San Francisco, CA 94080	Colchester, CT 06415	New Berlin, WI 53151	Hanover Park, IL 60133
Classroom Supplies - "Catalog Discount"	Mark Ogan	Diane Zingale	Linda Smith	Anne Solomko	Scott Jacobson
	800-679-7263	800-278-7323	800-243-9232	800-362-4729	800-323-1305
BID:	800-329-6139	650-871-4551	800-432-2842	800-626-8852	800-235-1305
#07-062-MK					
ITEM#	DESCRIPTION	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE
	Catalog Discount %		Resource For Reading 0%	S & S Edu Plus 10% S & S Active Learning 10%	Sax Arts & Crafts Main 10% Elementary Art 10% Fine Arts 10% Life Skills 10%
					School Health Nurse Supplies 10%
	Catalog Included	N	Y	Y	Y
	*Did Not Meet Intent of Bid	Disqualified	*	*	*
	Total Points:	0.00	0.00	0.00	0.00

