



# 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](http://www.pasco.k12.fl.us)

Department of Purchasing  
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April 21, 2009

## **MEMORANDUM**

**TO:** Honorable School Board Members

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

**RE:** Third Year Renewal  
Bid #08-005-MK Yearbooks – Pasco High  
Taylor Publishing

On June 19, 2007, Taylor Publishing was recommended to be awarded Pasco High School's Yearbook contract. The second year of the agreement will expire on June 30, 2009.

Considering services have been satisfactory, Taylor Publishing was contacted to verify their willingness to enter into the third year of the agreement. As such, Taylor Publishing has agreed in writing to enter into the third year of the contract. The third year of the contract will cover the period of July 1, 2009 through June 30, 2010.

If you have any questions, please contact Vickie Jones at 42226 or Stephanie Noble at 42225.

KDG/vj

Attachments (9)

DATE/TIME: April 15, 2009 11:18:00



# District School Board of Pasco County

20430 Gator Lane • Land O' Lakes, Florida 34638 • 813/794-2221

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April 22, 2008

## MEMORANDUM

**TO:** Honorable School Board Members

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

**SUBJECT:** Bid # 08-005-MK Yearbooks – Pasco High School  
Second Year of a Three-Year Agreement  
Taylor Publishing

On June 19, 2007, official action (attached) was taken to award the above-referenced bid to Taylor Publishing. This bid is a three-year contract, renewable annually at the mutual agreement of the parties. The first year of the contract is due to expire on June 30, 2008.

Considering services have been satisfactory, the vendor was contacted to verify their willingness to enter into the third year of the agreement. They have indicated in writing (attached) that they are willing to do so.

Therefore, it is my recommendation to enter into the second year of the agreement with the vendor noted above. The contract period will be July 1, 2008 through June 30, 2009. Should you have any questions regarding this matter, please feel free to me at your earliest convenience.

KDG/sn

Attachments

# District School Board of Pasco County

## Bid Recommendation

<b>RFP/Bid Title</b>	Pasco High School Yearbooks		<b>Number of Vendors Notified</b>	173
<b>Bid Number</b>	08-005-MK		<b>Number of Bids Distributed</b>	23
<b>Date Solicited</b>	5/17/2007		<b>Number of Vendors Bidding</b>	4
<b>Date Opened</b>	6/5/2007		<b>Number of Formal "No Bid" Responses</b>	1
<b>Date Board Presentation</b>	6/19/2007		<b>Funding Source</b>	101 General Funds
<b>Total Savings</b>	\$1,779		<b>Grand Total of Bid</b>	Estimated Total \$22,568

**Recommendation:**

Recommend acceptance of RFP/bid from Taylor 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 July 1, 2007 and expire on June 30, 2008.

**Notations and Exceptions:**

Unit prices will remain firm and in effect throughout the term of the contract, however, the total dollars may vary depending on the number of copies and added amenities.

This RFP/bid was awarded upon a weighted points system. The weighted point criteria were based upon the following weights: Quality (10); Base Price (5), References (5), Summer Workshops (5), Support Services Staff (5) and Support Services Students (5). 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. Pat Reedy, Principal  
 2 Faculty members: Melissa Font and Abigail Kennedy  
 2 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

