



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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Department of Purchasing
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April 21, 2009

MEMORANDUM

TO: Honorable Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Second Year Renewal of Three-Year Contract
Bid # 09-010-DR: Art Supply Catalog Discount
Dick Blick Company
Nasco
Pyramid School Products
Sax Arts and Crafts
School Specialty

On May 20, 2008, official action was taken to award the above-referenced bid to Dick Blick, Nasco, Pyramid School Products, Sax Arts and Crafts, and School Specialty. This bid is a three-year contract, renewable annually based upon mutual consent of both parties. The first year of the contract will expire on June 30, 2009.

Considering services have been satisfactory, John Van Fleet, Sales Representative, Dick Blick Company; Dave Johnson, Manager of Sales Contracts, Nasco; John O. Miller, Vice President, Pyramid School Products; Anne Solomko, Consumable Bid Manager, Sax Arts and Crafts; and Jimmie Wilson, Assistant Secretary, School Specialty, were all contacted to verify their willingness to enter into the second year of the agreement. As such, Dick Blick Company, Nasco, Sax Arts and Crafts, and School Specialty all have agreed in writing to enter into the second year of the contract. However, Pyramid School Products was not able to renew the bid due to manufacturing increases on their catalog and they cannot hold the prices.

At this time, it is my recommendation to enter into the second year of the agreement with Dick Blick Company, Nasco, Sax Arts and Crafts, and School Specialty. The second year of the contract will cover the period July 1, 2009 through June 30, 2010.

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

dr

Date/Time: April 15, 2009 10:45:00

District School Board of Pasco County

Bid Recommendation

Bid Title	Art Supplies "Discount" Catalog – District Wide		Number of Vendors Notified	106
Bid Number	09-010-DR		Number of Bids Distributed	18
Date Solicited	3/18/08		Number of Vendors Bidding	14
Date Opened	04/17/08		Number of Formal "No Bid" Responses	1
Date Board Presentation	5/20/08		Funding Source	General Fund
Total Savings	\$ 16,000.00 Estimated		Grand Total of Bid (First year estimate)	\$ 80,000.00

Recommendation: Recommend acceptance of bid as noted on attached bid tabulation sheet as lowest and best responsive, responsible bid meeting written specifications.

Term of Contract: This bid is for the entire District's "as needed" requirements for art supplies and equipment requested by the CIS Department. The percentage bid is firm and fixed for the term of the bid (catalogs may be updated in January and July only). This is a three year bid renewable annually by mutual consent of both parties. The first year of the contract will cover the period of July 1, 2008 through June 30, 2009.

Notations and Exceptions: This is a multi-award bid (up to five vendors) based upon a weighted point system which considers, discount, inventory, location and service. The award is determined by ranking the vendors highest to lowest based upon the largest number of points. The following companies are recommended for award: Dick Blick Company (64 points), Nasco (40 points), Pyramid School Products (50 points), Sax Arts and Crafts (75 points), and School Specialty (35 points).

Recommend rejection of bids from Discount School Supply, Ellison Educational Equipment, Kaplan Early Learning Company, Lakeshore Learning Company, Quill Corporation, S & S Worldwide, and U. S. Toys Company for failure to meet one or more of the following specifications: 1) catalog inventory of Art related items were not sufficient to analyze bid, 2) does not meet F.O.B. requirements.

Total savings was based on past usage.

Offers from the vendors listed herein are the only offers received timely as of the above opening date and time. All others submitted in response to the solicitation, if any, are here by rejected as late.

Bids Evaluated By: Barbara Falkingham, Fine Arts Teacher on Assignment

Bids Prepared By: Debra Reaves, Buyer Assistant

Reviewed and Authorized By: Kendra D. Goodman, CPPB, Purchasing Agent

Date/Time:

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: April 17, 2008 2:30 PM		Dick Blick Company	Discount School Supply	Ellison Educational Equipment	Hearligy
BID TITLE: Art Supplies "Catalog Discount" – District Wide		P.O. Box 1267	2 Lower Ragsdale, Ste. 200	25862 Commercentre Dr	P.O. Box 1747
BID #: 09-010-DR		Galesburg, IL 61402-1267	Montaery, CA 93940	Lake Forest, CA 92630	Pittsburg, KS 66762
ITEM #	DESCRIPTION	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE
	Discount from catalog:				
	Supplies	20%	18% (in stock items only)	*15%	2%
	Equipment	Call for quote	NB	*15%	2%
	Name of Catalogs:	B8 Art Educators Resource Catalog 2008	Discount School Supply	Ellison Shaping Education 2007-2008	Drafting, Design & CAD Catalog
	Anticipated date of Delivery of order:	10-14	2 - 5	30	20
	Average Monthly Inventory (at cost):	17 Million	Varies	3.2 Million	700 Thousand
	Exclusions:	Sales Catalog and all internet specials are not eligible (except items number prefixes A, B, C or Z) Drop ship Items ("F" in item number) are not eligible for the 24% discount or free shipping. Free shipping does not apply to 50# modeling materials, paper rolls, foamboard, linoleum rolls, the 999 or Master Etch presses or other products so noted in the catalog. Additional charge will be assessed for these items.	Drop shipment items which are pictured with a small truck in catalog will be charge a 15% shipping fee. Drop-Ship orders over \$500 receive free delivery. Little Tykes products, as well as any promotionally priced items, are excluded from further discount. Large quantity orders make take up to 4 - 14 weeks for delivery.	6% Freight Fees of total order, minimum \$6). \$25 minimum requirement for discount (Excluding machine parts, no minimum orer on machine parts).	Must use reference number: HCO-804-05- 90630 to receive discounts. Modules, lesson plans, and whole class curriculum are exempt from Discount offer.
	Corporate Office Location:				
	Street:	6910 Eagle Way	2 Lower Ragsdale, Ste 200	25862 Commercentre Dr.	915 E. Jefferson
	City/State:	Chicago, IL 60678	Monteney, CA 93940 DSS: 6746 Stuart Ave Jacksonville, FL 32254	Lake Forest, CA 92630	Pittsburg, KS 66762
	\$50 minimum (yes or no):	\$200 or more	Yes	25.00	No
	Accept VISA Cards (Yes or no):	Yes	Yes	Yes	Yes

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: April 17, 2008 2:30 PM		Kaplan Early Learning Company	Lakeshore Learning Materials	Nasco
BID TITLE: Art Supplies "Catalog Discount" – District Wide		1310 Lweisville-Clemmons Rd	2695 E. Dominguez St.	901 Janesville Ave.
BID #: 09-010-DR		Lewisville, NC 27023	Carson, CA 90895	Fort Atkinson, WI 53538
ITEM #	DESCRIPTION	UNIT PRICE	UNIT PRICE	UNIT PRICE
	Discount from catalog:			
	Supplies	15%	5%	20% Instock Items; 5% Item with "Z" Prefix
	Equipment	NB	5%	20% Instock Items; 5% Item with "Z" Prefix
	Name of Catalogs:	Early Childhood Edition	Lakeshore Learning Catalog Lakeshore Elementary Catalog	Nasco Arts & Crafts
	Anticipated date of Delivery of order:	7-10	7-15	7-21
	Average Monthly Inventory (at cost):	1 Million Plus	NB	NB
	Exclusions:	Discount & Free shipping based on Minimum order of \$100.		Fee Shipping Exceptions are: Clay, Plaster and Modeling Material totaling 50 lbs or more. Kraft Rolls & Paper Towels (500 & 1,000 Ft. Rolls) Linoleum Rolls, Furniture & Equipment, Items with "Z" Prefix. Items with the Truck Logo. Sales catalogs are not included in quoted discount.
		Offer no void with anyother sales offers, bids,quotes, coupons or discounts.		2008 Catalog good through 12/31/08
		Does not apply to playground structures, parts, surfacing or services of playground. Does not apply to lofts, computers, & accessories, Assessments, & Screening. Materials, "All About ECERS-R", "All About ITERS-R", Tot Tree and Minotour School Activity Bus.		2009 Catalog Effective 1/1/09
	Corporate Office Location:			Reference Quotation number when ordering: 08-16628
	Street:	1310 Lewisville	2695 E. Dominguez	901 Janesville Ave.
	City/State:	Lewisville, NC	Carson, CA	Fort Atkinson, WI 53538
	\$50 minimum (yes or no):	100.00	No	\$50 after Discount is
	Accept VISA Cards (Yes or no):	Yes	Yes	Yes

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: April 17, 2008 2:30 PM		Pyramid School Products	Quill Corporation	Sax Arts and Crafts
BID TITLE: Art Supplies "Catalog Discount" – District Wide		6510 North 54th Street	100 Schelter Rd	P.O. Box 510710
BID #: 09-010-DR		Tampa, FL 33610	Lincolnshire, IL 60069	New Berlin, WI 53151
ITEM #	DESCRIPTION	UNIT PRICE	UNIT PRICE	UNIT PRICE
	Discount from catalog:			
	Supplies	20%	10%	20% (Prices in catalog that are in Red)
	Equipment	0%	10%	10% (Furniture and Equipment)
	Name of Catalogs:	Pyramid School Products 2008-2009 Full Line Catalog	Quill Annual Catalog	2008 Sax Arts & Crafts
	Anticipated date of Delivery of order:	30	1-2	30
	Average Monthly Inventory (at cost):	2 Million	NB	60 Million
	Exclusions:	N/A	Delivery is standard UPS or local carrier drop off, or truck tailgate delivery. Inside delivery is available for an additional charge. Installation or set up is not is not included.	Excluded are Computer Software/ Hardware, and Shorewood Prints are not discounted. Must add shipping charged for firing clays, plasters and investments. Catalog Discounts do not apply to Sax Back-to-School, Sale & Specialty Flyers. Must use Catalog Discount Number #CQ2008187670SS
	Corporate Office Location:			
	Street:	6510 North 54th Street	100 Schelter Rd.	W. 6316 Design Dr
	City/State:	Tampa, FL 33610	Lincolnshire, IL	Greenville, WI 54942
	\$50 minimum (yes or no):	Yes	No	No
	Accept VISA Cards (Yes or no):	Yes, add 6% to pricing	Yes	Yes

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: April 17, 2008 2:30 PM		S & S Worldwide	School Specialty	Standard Stationery Supply Co.	U.S. Toy Co. Inc. a/b/a Constructive Playthings
BID TITLE: Art Supplies "Catalog Discount" – District Wide		75 Mill Street	W 6316 Design Dr	2251 Foster Ave	13201 Arrington Rd
BID #: 09-010-DR		Colchester, CT 06415	Greenville, WI 54942	Wheeling, IL 60090	Grandview, MO 64030
ITEM #	DESCRIPTION	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE
	Discount from catalog: Supplies	10%	25%	5%	5%
	Equipment	NB	12%	NB	5%
	Name of Catalogs:	Education Plus	School Specialty - Education Essentials	Standard Stationery Supply 2007 School Catalog	Constructive Playthings
	Anticipated date of Delivery of order:	30	7 - 30	7-10	7-10
	Average Monthly Inventory (at cost):	9.8 Million	Over 1 Million	NB	1,570,000.00
	Exclusions:	Discount does not apply to sale flyers or special promotions. Discount applies to catalog current at time of order placement. Installations not cluded. Items labeled F.O.B./Drop Ship in catalog will be charged shipping prepaid and added to invoice.	2008 School Specialty Catalog good from July 1, 2008 through December 31, 2008. 2009 Catalog Good from January 1, 2009 Through June 30, 2009 Items with the suffix "N". Does not include S & H. Freight charges for all factory-to school items that include the "N" in the item numbers will be pre-paid and added to invoice. Use Reference Number on all purchases: 2008187899SS	Freight not included for orders under \$600. All Orders must be marked: Bid #8302FT600. All Equipment marked with Symbal F.O.B. Factory is excluded from the discount and free Freight. Discount is for Construc- tive Plaything Catalog only; All other catalogs, Sales Flyers, and offers are Excluded.	
	Corporate Office Location:				
	Street:	75 Mill Street	W 6316 Design Dr	2251 Foter Ave	13201 Arrington Rd
	City/State:	Colchester, CT 06415	Greenville, IL 54942	Wheelign, IL 60090	Grandview, MO 64030
	\$50 minimum (yes or no):	No	No	Yes	\$25 minimum
	Accept VISA Cards (Yes or no):	Yes	Yes	No	Yes

