



# District School Board of Pasco County

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Heather Fiorentino, Superintendent

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May 19, 2009

## MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Incidental and Novelty Classroom Incentives  
Direct Negotiation 09-102-DN  
Oriental Trading Company and US Toy Company/dba Constructive Playthings

On March 3, 2009, official action was granted to allow permission for the Purchasing Department, Oriental Trading Company, and US Toy Company/Constructive Playthings to directly negotiate for the purchase of Incidental and Novelty Classroom Incentives for various schools throughout the District on an "as-needed" basis.

As you know, under the Department of Education Rule 6A-1.012(2)(b), when a district school board has made a finding that no acceptable firm bid has been received the School Board may enter into negotiation with suppliers of such goods and services and shall have the authority to execute contracts with such suppliers under whatever terms and conditions as the board determines to be in the best interest of the school system.

As indicated in our previous request, all options on the attached tabulation sheet from Oriental Trading Company and US Toy Company are now being submitted for your approval.

The direct negotiation is a three-year contract, renewable annually based upon mutual consent of the parties. The District anticipates expenditures for the first year on an "as-needed" basis to be \$50,000. The funding source used to purchase the incentives is general funds. The first year of the contract will commence on May 20, 2009 and continue through April 21, 2010.

If you should have any questions regarding this matter, please contact me at your earliest convenience.

KDG/sn

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

<b>DATE OF OPENING: 3/31/2009</b>	<b>Oriental Trading Company, Inc.</b>	US Toy Company / dba <b>Constructive Playthings</b>
<b>Direct Negotiation Title: Incidental and Novelty Classroom Incentives</b>	Joan Squire	Michael Klein
<b>Direct Negotiation # 09-102-DN</b>	4206 S. 108 Street	13201 Arrington Road
	Omaha, NE 68137	Grandview, MO 64030-2886
	Tele-800-228-0038	Tele-800-448-1412
	Fax-800-869-2351	Fax-816-761-9295
<b>Catalog Name</b>	Oriental Trading Main	US Toy Catalog
	Hand on Fun	
	Seasonal Crafts	
<b>Fixed Percentage Discount Off Catalog</b>	10%	5%
<b>Minimum Order for Discount</b>	\$0	\$25
<b>Quote # / Customer #</b>	608049	8404FT
<b>Exclusions from F.O.B.</b>	Free Standard Shipping on orders over \$60 (shipping chart attached for orders under \$60.) Free delivery does not apply to items in their catalog identified with the symbol of a truck (varies by item, quoted with each purchase). No Discounts given on express delivery orders.	Free Standard Shipping on orders over \$200. 15% Shipping charge will be added to all orders under \$200.
<b>Exclusions from Proposal</b>	Main catalog pricing good through 9/30/2009. Going forward Oriental's Main Catalog will be updated every 6 months.(update twice a year) Seasonal Craft Catalog and Hands on Fun Catalog good through 6/30/2009. Going forward Seasonal Crafts and Hands on Fun will be updated every 3 months. (update four times a year)	Credit card orders will be processed by calling or faxing in the order the 800 number provided by the company.