



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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Department of Purchasing
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June 16, 2009

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Second Year Renewal of Three-Year Contract
Bid #08-128-MK Yearbooks – Hudson High School
Taylor Publishing

On May 20, 2008, official action (attached) was taken to award the above-referenced bid to Taylor Publishing. This is a three-year bid, renewable annually, at the mutual agreement of the parties. The second year of the agreement will expire on July 5, 2009.

Considering services have been satisfactory, Taylor Publishing was contacted to verify their willingness to enter into the second year of the agreement. As such, Taylor Publishing has agreed in writing to enter into the second year of the contract. The second year of the contract will cover the period of July 6, 2009 through July 5, 2010. At this time it is my recommendation to enter into the second year of the contract.

If you have any questions, please feel free to contact me at your earliest convenience.

KDG/vj

Attachments (3)

DATE/TIME: June 10, 2009 12:27:00

District School Board of Pasco County

Bid Recommendation

Bid Title	Hudson High School Yearbooks		Number of Vendors Notified	189
Bid Number	08-128-SN		Number of Bids Distributed	9
Date Solicited	4/1/2008		Number of Vendors Bidding	2
Date Opened	4/29/2008		Number of Formal "No Bid" Responses	0
Date Board Presentation	5/20/2008		Funding Source	School Internal Funds
Total Savings	N/A		Grand Total of Bid	\$45,412.00

Recommendation:

Recommend acceptance of the bid from Taylor Publishing as noted on the attached tabulation sheet as the proposal receiving the highest total points meeting written specifications. This is a student-direct purchase.

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 6, 2008 and expire on July 5, 2009.

Notations and Exceptions:

This bid was awarded upon a weighted points system. The weighted point criteria was based upon the following: Quality (10); Total Price (5); References (5); Summer Workshop Options (5) and Support Services to Sponsor (5). Points were assigned on a scale of 1 to 5 in each of the above categories, then multiplied by the weighted point 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:

Elaine Williams, Assistant Principal, Hudson High School
 Robert Hundley, Yearbook Advisor, Hudson High School
 1 Faculty member (on file in Purchasing Department)
 2 Members of the student body (on file in Purchasing Department)

Bids Prepared By:

Stephanie Noble, Buyer, Purchasing Department
 Nicole Ellis, Buyer Assistant, Purchasing Department

Reviewed and Authorized By:

Kendra Goodman, CPPB, Purchasing Agent

TABULATION SHEET
YEARBOOKS-HHS

DATE OF OPENING: April 29, 2008 @ 2:3pm		Lifetouch National School Studios	Taylor Publishing 10707 66th Street North #9 Pineallas Park, FL 33782
BID NAME: Yearbooks-HHS		701 S. Howard Ave #106-112	
BID #: 08-128-SN		Tampa, Florida 33606	
UNITS:	DESCRIPTION:	TOTAL PRICE	TOTAL PRICE
	Hudson High School		\$45,412.00
	Base Price:	\$37,346.00	
	TOTAL POINTS:	100	