



District School Board of Pasco County

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Heather Fiorentino, Superintendent

www.pasco.k12.fl.us

Department of Purchasing

Kendra Goodman, CPPB, Purchasing Agent

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July 21, 2009

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Second Year Renewal of Three-Year Contract
Bid #09-018-SN Yearbooks – River Ridge High School
Walsworth

On July 22, 2008, official action (attached) was taken to award the above-referenced bid to Walsworth. This is a three-year bid, renewable annually, at the mutual agreement of the parties. The second year of the agreement will expire on August 1, 2009.

Considering services have been satisfactory, Walsworth was contacted to verify their willingness to enter into the second year of the agreement. As such, Walsworth has agreed in writing to enter into the second year of the contract. The second year of the contract will cover the period of August 2, 2009 through August 1, 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 (2)

DATE/TIME: July 15, 2009 08:54:00

District School Board of Pasco County

Bid Recommendation

Bid Title	River Ridge High School Yearbooks		Number of Vendors Notified	122
Bid Number	09-018-SN		Number of Bids Distributed	11
Date Solicited	6/9/2008		Number of Vendors Bidding	3
Date Opened	7/2/2008		Number of Formal "No Bid" Responses	0
Date Board Presentation	7/22/2008		Funding Source	School Internal Funds
Total Savings	Estimated \$20,320.00		Grand Total of Bid	Estimated \$42,667.00

Recommendation:

Recommend acceptance of the proposal from Walsworth Publishing Company 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 August 2, 2008 and expire on August 1, 2009.

Notations and Exceptions:

This proposal was awarded upon a weighted points system. The weighted point criteria were based upon the following: Quality (9); Total Price (6); References (3); and Educational Resources (3). 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:

James Pratt, Assistant Principal, River Ridge High School
 Michael Carlson, Yearbook Advisor, Land O' Lakes High School
 3 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-RRHS

DATE OF OPENING: July 2, 2008 @ 2:30pm		Herff Jones Yearbooks	Taylor Publishing	Walsworth Yearbooks 430 Chimney Rock Drive Ruskin, FL 33570
BID NAME: Yearbooks-RRHS		305 Church Street	10707 66th Street North #9	
BID #: 09-018-SN		Safety Harbor, FL 34695	Pinellas Park, FL 33782	
UNITS:	DESCRIPTION:	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE
	River Ridge High School			\$42,667.00
	Base Price:	\$62,987.00	\$45,050.00	
		\$3898.00 Supplement		
	TOTAL POINTS:	44.88	67.44	105