



District School Board of Pasco County

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

Heather Fiorentino, Superintendent

www.pasco.k12.fl.us

Department of Purchasing
Kendra Goodman, CPPO, CPPB, Purchasing Agent
813/794-2221 Fax: 813/794-2111
727/774-2221 TDD: 813/794-2484
352/524-2221 e-mail: kgoodman@pasco.k12.fl.us

June 15, 2010

MEMORANDUM

TO: Honorable School Board Members

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

SUBJECT: RFP 08-016-AZ, Board Policy Development & Update Services
Fourth Year of Five Year Agreement, NEOLA, Inc.

On July 10, 2006, official action was taken to award the above-referenced RFP to NEOLA, Inc. for board policy development and update services. This RFP is a five-year contract, renewable annually at the mutual consent of the parties. It has been renewed every year since its inception. The third year of the contract is due to expire on July 9, 2010.

Considering the services of the firm have been satisfactory, the vendor was contacted to verify their willingness to enter into the fourth year of the agreement. They have agreed in writing (attached) to do so. NEOLA is estimating that their costs for the period July 10, 2010 – July 9, 2011 will be \$12,240.

At this time it is my recommendation to enter into the fourth year of the agreement with NEOLA, for the period noted above. We are also requesting permission to place a purchase order to NEOLA not to exceed \$12,240 for encumbrance in the next fiscal year.

Should you have any questions, please feel free to contact Ms. Renalia Dubose, Assistant Superintendent for Administration, or me at your earliest convenience.

KDG/az
Attachments



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RFP #08-016-AZ RENEWAL REQUEST BOARD POLICY DEVELOPMENT & UPDATE SERVICES

Yes, I agree to renew the above-referenced RFP, under existing terms and conditions. The term will be July 10, 2010 – July 9, 2011.

No, I do not agree to renew the above-referenced RFP with the District School Board of Pasco County.

COMPANY NAME: NEOLA, Inc.

SIGNATURE: Richard N. Clapp DATE: 5/27/2010

PRINTED NAME/TITLE: RICHARD N. CLAPP E-MAIL: rclappe@neda.com
PRESIDENT

TELEPHONE W/AREA CODE: 330-926-0514 FAX W/AREA CODE: 813-633-9760

By agreeing to renew, vendor acknowledges and agrees to be in compliance with the "Jessica Lunsford Act." Vendors conducting business with the District School Board of Pasco County (DSBPC) who will (1) be at the school when students are present, or (2) have direct contact with students, or (3) have access to or control of school funds, **must** be Level 2 fingerprinted by DSBPC Human Resources. If any of the above criteria apply to this contract, you **must** have those individuals Level 2 fingerprinted and screened by the DSBPC Human Resources Department **prior** to commencement of services or work, and must provide a list of employees with renewal. Please contact (813) 794-2521 to arrange for a fingerprinting appointment. Costs associated with this background screening are to borne by the vendor. You may access information regarding this law, which became effective September 1, 2005, by reviewing Sections 1012.32 and 1012.465, Florida Statutes.

The contracting company certifies, by submission and signature of this form, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction per the provisions of Florida Statute 287.133(2)(a).

Vendor shall comply with all applicable laws, ordinances, codes and statutes of any and all local, state, or national governing bodies included within this section. Vendor shall comply with the regulations of the Civil Rights Act of 1964, in which no person in the United States shall on the grounds of race, creed, color, or national origin be excluded from participation in or be denied the proceeds of, or be subject to discrimination in the performance of this contract.

PLEASE RETURN TO:
DISTRICT SCHOOL BOARD OF PASCO COUNTY
ATTENTION: ARLENE ZIMNEY, CPPB, C.P.M., BUYER
PURCHASING DEPARTMENT
20430 GATOR LANE, LAND O' LAKES, FL 34638
(813) 794-2504 (PHONE)
(813) 794-2111 (FAX)
azimney@pasco.k12.fl.us