

# 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](http://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](mailto:kgoodman@pasco.k12.fl.us)

June 15, 2010

## MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent 

RE: Requesting Permission to Piggyback  
RFP 11-022-SN Pasco High School  
Caps, Gowns, Rings, Announcements for Fivay, Hudson, Gulf and  
Zephyrhills High School-Herff Jones

The attached piggyback request for Fivay High School, Gulf High School, Hudson High School and Zephyrhills High School are being forwarded for your consideration and subsequent approval. This request is for the purchase of caps, gowns, rings and announcements for the schools lists above. Pasco High School Caps, Gowns, Rings and Announcements RFP 11-022-SN was board approved on May 18, 2010 and the term date for this contract is September 5, 2010 through September 4, 2011. Anticipated expenditures for each school will be approximately \$40,000 and internal funds will be used.

Herff Jones was contacted to verify their willingness to enter into the piggyback. As such, Herff Jones has agreed in writing (attached) to enter into this contract.

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

KDG/sn

Attachments



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### PIGGYBACK REQUEST

**RFP 11-022-SN Pasco High School Caps, Gowns, Rings Announcements**

Yes, I agree to allow Fivay High School, Hudson High School and Gulf High School and Zephyrhills High School to piggyback the above-reference contract under the existing terms and conditions. The contract term will be September 5, 2010 through September 4, 2011.

No, I do not agree allow Fivay, Hudson, Gulf, and Zephyrhills High School to piggyback the above-reference contract

COMPANY NAME: **Heff Jones**

SIGNATURE:

DATE: 5/25/10

PRINTED NAME/TITLE: JOHN P. MCLAY JR - Pres. E-MAIL: john-mclay@yahoo.com

TELEPHONE W/AREA CODE: 727-381-7714 FAX W/AREA CODE: 727-381-7713

By agreeing to renew, vendor acknowledges and agrees to be in compliance with the "Jessica Lunsford Act," which is effective 9/1/2005. Vendors conducting business with the District School Board of Pasco County (DSBPC) who will (1) be on school grounds when students are present, or (2) who 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. With this renewal, you **must** provide a list of employees who will be fingerprinted. 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 through the internet link: [http://election.dos.state.fl.us/laws/051laws/ch\\_2005-028.pdf](http://election.dos.state.fl.us/laws/051laws/ch_2005-028.pdf)

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).

#### PLEASE FAX BACK TO:

**DISTRICT SCHOOL BOARD OF PASCO COUNTY**

**ATTENTION: STEPHANIE NOBLE, BUYER**

**PURCHASING DEPARTMENT**

**20430 GATOR LANE**

**LAND O' LAKES, FL 34638**

**(813) 794-2227 (PHONE)**

**(813) 794-2111 (FAX)**