



District School Board of Pasco County

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638 • 813/794-2000

Heather Fiorentino, Superintendent

www.pasco.k12.fl.us

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

September 1, 2009

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: One Year Extension of Three-Year Contract
RFP #806-R-MK Class Rings – Land O' Lakes High School
Jostens

On October 17, 2006, Land O' Lakes High School solicited proposals for Class Rings from three vendors. The school received proposals from Balfour, Herff Jones/Denny Kollmeyer, and Jostens for a three-year contract, renewable annually by mutual agreement of both parties. Jostens was selected by obtaining the highest total points by a committee of administrators, staff, faculty members, parents, and students. At this time please find listed below a recap and recommendation of their proposals.

<u>VENDOR</u>	<u>TOTAL POINTS</u>
Balfour	36
Herff Jones	41
Jostens	55 *Recommendation

The third year of the contract expires on October 17, 2009. This total is based upon estimated quantities required and changes in the options for this year's requirements. All changes are consistent with the proposal document's pricing structures. The estimated dollar expenditure for this bid is \$46,431.64 and the funding source is Internal Accounts. At this time the school is requesting a one-year extension of the contract, which is allowed under the RFP general terms and conditions.

Considering services have been satisfactory, Jostens was contacted to verify their willingness to enter into a one-year extension of the contract. They have agreed to do so – extension request attached for your review. The one-year extension of the agreement will commence on October 18, 2009 and expire on October 17, 2010.

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

KDG/vs
Attachments (2)

Date/Time: August 26, 2009; 9:24:00



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August 4, 2009

BID EXTENSION REQUEST

BID #: 806-R-MK

BID TITLE: Rings - Land O' Lakes High School

VENDOR: Jostens

Yes, I agree to extend Bid #806-R-MK for **Rings - Land O' Lakes High School** under the same terms and conditions as the existing bid for one year. The extension period will begin on **October 18, 2009** and expire **October 17, 2010**.

No, I do not agree to extend Bid #806-R-MK.

Company Name: Jostens

Signature: Chris Bush Date: 8/5/2009 2009

Typed Name and Title: Chris Bush, Sales representative

Telephone (w/area code): 727-460-7883 Fax Number (w/area code): 727-886-5262

DATE DUE: PLEASE FAX TO PURCHASING NO LATER THAN AUGUST 11, 2009

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, 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 Human Resources. If any of the above applies to this contract, you must have those individuals Level 2 fingerprinted and screened by the Districts Human Resource 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 an appointment. Costs associated with this background screening are to borne by the vendor. You may access information regarding this law by reviewing Sections 1012.32 and 1012.465, Florida Statutes. This law became effective September 1, 2005.

The prospective bidder certifies, by submission and signature of this bid renewal 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 RETURN TO:

DISTRICT SCHOOL BOARD OF PASCO COUNTY
ATTN: Vickie Jones, Buyer Assistant
PURCHASING DEPARTMENT
20430 GATOR LANE
LAND O' LAKES, FL 34638
(813) 794-2226 (PHONE) (813) 794-2713 (FAX)



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August 28, 2008

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Third Year Renewal of Three-Year Contract
Bid #08-806-R-MK Class Rings – Land O' Lakes High School
Jostens

Land O' Lakes High School solicited proposals for Class Rings from three vendors. The school received proposals from Balfour, Herff Jones/Denny Kollmeyer, and Jostens for a three-year contract, renewable annually by mutual agreement of both parties. Jostens was selected by obtaining the highest total points by a committee of administrators, staff, faculty members, parents, and students. At this time please find listed below a recap and recommendation of their proposals.

<u>VENDOR</u>	<u>TOTAL POINTS</u>
Balfour	36
Herff Jones	41
Jostens	55 *Recommendation

The second year of the contract expires on October 17, 2008. At this time they are requesting approval for the third year renewal. This total is based upon estimated quantities required and changes in the options for this year's requirements. All changes are consistent with the proposal document's pricing structures. The estimated dollar expenditure for this bid is \$46,431.64 and the funding source is Internal Accounts.

Considering services have been satisfactory, Jostens was contacted to verify their willingness to enter into the third year of the agreement. They have agreed to do so – renewal request attached for your review. The third year of the agreement will commence on October 18, 2008 and expire on October 17, 2009.

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

KDG/vs
Attachments (6)

DATE/TIME: October 1, 2008; 10:31:00



District School Board of Pasco County

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August 17, 2007

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Second Year Renewal of Three-Year Contract
Bid #806-R-MK Class Rings – Land O' Lakes High School
Jostens

Land O' Lakes High School solicited proposals for Class Rings from three vendors. The school received proposals from Balfour, Herff Jones/Denny Kollmeyer and Jostens for a three-year contract, renewable annually by mutual agreement of both parties. Jostens was selected by obtaining the highest total points by a committee of administrators, staff, faculty members, parents, and students. At this time please find listed below a recap and recommendation of their proposals.

<u>VENDOR</u>	<u>TOTAL POINTS</u>	
Balfour	36	
Herff Jones	41	
Jostens	55	*Recommendation

The first year of the contract expires on October 17, 2007. At this time they are requesting approval for the second year renewal. This total is based upon estimated quantities required and changes in the options for this year's requirements. All changes are consistent with the proposal document's pricing structures.

Considering services have been satisfactory, Jostens was contacted to verify their willingness to enter the second year of the agreement. They have agreed to do so – renewal request attached for your review. The second year of the agreement will commence on October 18, 2007 and expire on October 17, 2008.

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

KDG/ne

Attachments (3)

Date/Time: August 29, 2007 10:55:00

District School Board of Pasco County

Bid Recommendation

Bid Title	LOLHS Class Rings		Number of Vendors Notified	3
Bid Number	806-R-MK		Number of Bids Distributed	3
Date Solicited	8/23/2006		Number of Vendors Bidding	3
Date Opened	9/15/2006		Number of Formal "No Bid" Responses	0
Date Board Presentation	10/17/2006		Funding Source	Internal Funds
Total Savings	Estimated \$9,864.30		Grand Total of Bid	Estimated \$46,431.64

Recommendation: Recommend acceptance of bids as noted on the attached tabulation sheet.

Term of Contract: This is a three-year contract, renewable annually by mutual agreement of both parties. The first year of the contract will commence on October 18, 2006 and continue through October 16, 2007.

Notations and Exceptions:

This bid was based upon a points system. The weighted point criteria were based on The following weights: Quality (9); References (6); and Base Price (3). Points were assigned on a scale of 5 (High) to 1 (Low) in each On the above listed categories. Then multiplied by the weight factor.

This bid was written by Monica Isles, Principal at Land O'Lakes High School with the assistance of the Purchasing Department.

Prices quoted for 10kt yellow gold rings were based on a market price of \$400. Rings prices will fluctuate based on market prices according to the Tampa Tribune at the variance rate of \$.020 per ounce per dollar for men's rings and \$.010 per ounce per dollar for woman's rings. Total savings and grand total of bid dollars was based on the number of anticipated students ordering rings at Land O'Lakes High School in 2007. Total will vary depending on actual purchases and the price of gold.

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:

Principal, Assistant Principal, one staff member and three Students

Bids Prepared By:

Monica Isles, Principal LOLHS
Mina Kaeding, Buyer

Reviewed and Authorized By:

Kendra Goodman, CPPB, Purchasing Agent

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: September 15, 2006 @ 2:30 PM		Belfour Company		Herff Jones/Denny Kollmeyer		Jostens, Inc.	
BID TITLE: LOLHS Rings		4707 140th Ave. N. #217		5555 Central Avenue		2005 Tree Fork Lane, Ste 125	
BID #806-R-MK		Clearwater, FL 33762		St. Petersburg, FL 33710		Longwood, FL 32750	
		800-704-7464		727-381-7714		407-934-3022	
DESCRIPTION		TOTAL PRICE		TOTAL PRICE		TOTAL PRICE	
Men's 10kt yellow gold class rings		\$284.95	\$249.95		\$219.95		\$219.95
Ladies 10kt yellow gold class rings		\$254.95	\$219.95		\$209.95		\$209.95
Formula for gold variance: Men's		\$0.20	\$0.20		\$0.20		\$0.20
Formula for gold variance: Ladies		\$0.10	\$0.10		\$0.10		\$0.10
Men's Small Traditional		\$274.95	\$269.00		\$179.95		\$179.95
Men's Medium Traditional		\$284.95	\$275.95		\$199.95		\$199.95
Men's Large Traditional		\$289.95	\$285.97		\$219.95		\$219.95
Men's X-Large Traditional		\$299.95	\$318.75		\$219.95		\$219.95
Ladies Petite Traditional		\$244.95	\$199.95		\$169.95		\$169.95
Ladies Small Traditional		\$254.95	\$212.10		\$189.95		\$189.95
Ladies Regular Traditional		\$279.95	\$222.50		\$209.95		\$209.95
Special Ultrium Men's Ring Package Starting at		\$99.95	\$109.95		\$69.95		\$69.95
Special Ultrium Ladies Ring Package Starting at		\$99.95	\$109.95		\$59.95		\$59.95
Add. price for faceted stones in either birth stone or school color		\$25.00	\$25.00		No Charge		No Charge
		*Alt. petite \$269.95					
TOTAL POINTS		36	41		55		55