



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

September 15, 2009

## MEMORANDUM

**TO:** Honorable School Board Members

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

**RE:** Requesting Permission to Piggy-back 08-141-SN Elementary/Middle School Pictures  
Watergrass Elementary  
Bryn-Alan/Lifetouch

The attached piggyback request for the above-referenced school to piggyback 08-141-SN Elementary/Middle School Pictures is being forwarded for your consideration and subsequent approval. This request is for the purchase of school pictures for the 2009-2010 school year. The vendor, Bryn-Alan/Lifetouch, is willing to honor all the terms and conditions of bid 08-141-SN for the school requesting to piggyback (see attached). The funding source is internal funds.

At this time, it is my recommendation to approve the request for the above-referenced school to piggyback bid #08-141-SN. The coverage period shall be from September 16, 2009 through August 16, 2010.

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/vj  
Attachments (4)

**DATE/TIME:** September 9, 2009; 10:29:00



# District School Board of Pasco County

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

Heather Fiorentino, Superintendent

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Department of Purchasing  
Kendra Goodman, CPPB, Purchasing Agent  
813/ 794-2221 Fax: 813/ 794-2111  
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352/ 524-2221 e-mail: [kgoodman@pasco.k12.fl.us](mailto:kgoodman@pasco.k12.fl.us)

August 27, 2009

## RFP PIGGYBACK REQUEST

**RFP TITLE: 08-141-SN Elementary/Middle School Pictures**

**REQUEST FOR: Watergrass Elementary**



Yes, I agree to allow the above-referenced school to piggyback Bid 08-141-SN for Elementary/Middle School Pictures under the same terms and conditions as the existing bid. The contract period will begin September 16, 2009 and expires August 16, 2010.

No, I do not agree to allow the above-referenced school to piggyback the bid for Elementary/Middle School Pictures.

COMPANY NAME: Bryn - Alam

SIGNATURE: Eddie Ocasio

PRINTED NAME/TITLE: Eddie Ocasio DATE: 9/1/09

TELEPHONE W/AREA CODE: 888-918-3134 FAX W/AREA CODE: 813-258-5529

By agreeing to allow this piggyback, 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 District's 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 an appointment. Costs associated with this background screening are to be borne by the vendor. You may access information regarding this law through the internet link: [http://laws.flrules.org/files/Ch\\_2005-028.pdf](http://laws.flrules.org/files/Ch_2005-028.pdf). This law is effective September 1, 2005.

The prospective bidder certifies, by submission and signature of this piggyback request 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: Vickie Jones, Buyer Assistant**  
**PURCHASING DEPARTMENT**  
20430 GATOR LANE  
LAND O' LAKES, FL 34638  
(813) 794-2489 (PHONE)  
(813) 794-2713 (FAX)

**PLEASE RETURN COMPLETED FORM BY SEPTEMBER 2, 2009**  
District Wide Accreditation • Southern Association of Colleges and Schools



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July 28, 2009

### MEMORANDUM

**TO:** Honorable School Board Members

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

**RE:** Second Year Renewal of Three-Year Contract  
Bid #08-141-SN Elementary/Middle School Pictures - Districtwide  
Bryn-Alan/Lifetouch

On July 8, 2008, official action (attached) was taken to award the above-referenced bid to Bryn-Alan. Bryn-Alan and Lifetouch have since merged. This is a three-year bid, renewable annually, at the mutual agreement of the parties. The first year of the agreement will expire on August 16, 2009.

Considering services have been satisfactory, Bryn-Alan/Lifetouch was contacted to verify their willingness to enter into the second year of the agreement. As such, Bryn-Alan/Lifetouch 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 17, 2009 through August 16, 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: July 22, 2009; 11:31:00

District School Board  
of Pasco County

JUL 28 2009

Board Approved

# District School Board of Pasco County

## Bid Recommendation

<b>Bid Title</b>	Elementary and Middle School Pictures	<b>Number of Vendors Notified</b>	186
<b>Bid Number</b>	08-141-SN	<b>Number of Bids Distributed</b>	17
<b>Date Solicited</b>	5/22/2008	<b>Number of Vendors Bidding</b>	6
<b>Date Opened</b>	6/13/2008	<b>Number of Formal "No Bid" Responses</b>	0
<b>Date Board Presentation</b>	7/8/2008	<b>Funding Source</b>	School Internal Funds
<b>Total Savings</b>	Estimated \$94,627.50	<b>Grand Total of Bid</b>	Estimated \$165,112.50

**Recommendation:**

Recommend acceptance of the bid from Bryn-Alan Photography 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 17, 2008 and expire on August 16, 2009.

**Notations and Exceptions:**

This bid was awarded upon a weighted points system. The weighted point criteria were based upon the following: Quality (10); Commission (5); Total Price (5); References (3); and Vendor Location (2). Points were assigned on a scale of 1 to 5 in each of the above categories, then multiplied by the weighted point factor.

Grand total of bid was derived by calculating the average cost of all packages by the awarded vendor then multiplying by the estimated number of students anticipated to buy a package, then multiplying by the number of schools participating.

Savings is based upon the estimated average of all packages for each vendor, then subtracting the recommended vendor's pricing.

All Elementary and Middle Schools are participating in this bid except the following: Anclote Elementary, Bayonet Point Middle, Charles Rushe Middle, Cotee River Elementary, Cypress Elementary, Deer Park Elementary, Gulf Highlands Elementary, Gulfside Elementary, Gulf Trace Elementary, Lake Myrtle Elementary, Mary Giella Elementary, New River Elementary, Oakstead Elementary, Pineview Elementary, R.B. Stewart Middle, Sand Pine Elementary, Schrader Elementary, Seven Springs Elementary, Shady Hills Elementary, Sunray Elementary, Trinity Elementary, Woodland Elementary

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:**

Kara Merlin, Assistant Principal, Mittye P. Locke Elementary School  
 Nancy Ficarrotta, Bookkeeper, Pasco Elementary School  
 Tammy Cockill, Bookkeeper, Dr. John Long Middle School  
 Kathy Neubauer, Bookkeeper, Thomas E. Weightman Middle School  
 Cheryl Karlau, Secretary, Chasco Middle School  
 Cheryl Furia, Faculty Member, Fox Hollow Elementary School

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**Bids Prepared By:**

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

**Reviewed and Authorized By:**

Kendra Goodman, CPPB, Purchasing Agent

DATE/TIME:

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: June 13, 2008 @ 2:30 p.m.	Bryants Photography	Gigante Productions, Inc.	
BID TITLE: Elementary & Middle School Pictures	7919 W Gulf to Lake Hwy	19046 Bruce B. Downs #13	
BID # 08-141-SN	Crystal River, FL 34429	Tampa, FL 33647	
ITEM#	DESCRIPTION	UNIT PRICE	UNIT PRICE
Package A:	\$12.00	\$8.00	\$12
Commission:	45%	50%	3
Package B:	\$23.00	\$15.00	\$20
Commission:	45%	50%	3
Package C:	\$28.00	\$24.00	\$20
Commission:	45%	50%	3
Package D:	\$37.00	\$28.00	\$32
Commission:	45%	50%	3
Package E:	\$41.00	\$30.00	\$30
Commission:	45%	50%	3
Package F:	\$25.00	\$20.00	\$22
Commission:	45%	50%	3
Package G:	\$18.00	\$10.00	\$10
Commission:	45%	50%	3
Add on Offers:			
1 - 8x10	\$8.50	\$6.00	\$12
2 - 5x7	\$8.50	\$6.00	\$12
8 - 2x5	\$8.50	\$6.00	\$12
Commission:	45%	50%	3

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DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: June 13, 2008 @ 2:30 p.m.	Bryants Photography	Gigante Productions, Inc.
BID TITLE: Elementary & Middle School Pictures	7919 W Gulf to Lake Hwy	19046 Bruce B. Downs #11
BID # 08-141-SN	Crystal River, FL 34429	Tampa, FL 33647
ITEM#	DESCRIPTION	UNIT PRICE
	<b>Sports &amp; Activity</b>	
	A. Team Group Picture 1-8x10	\$10.00
	Commission:	50%
	<b>B. Individual Team Member Pictures</b>	
	Package A:	\$37.00
	Package B:	\$20.00
	Package C:	\$15.00
	Package D:	\$10.00
	Commission:	50%
	<b>Add on Offers:</b>	
	1 - 8x10	\$8.50
	2 - 5x7	\$8.50
	8 - 2x3	\$6.50
	16 - 1 1/2x2	\$8.50
	Background Choice	N/A
	Commission	35%
	<b>Panoramic Grade Group:</b>	
	Commission	\$14.00
		50%
	<b>TOTAL POINTS:</b>	46.56
		117.68
		42.39

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DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: June 13, 2008 @ 2:30 p.m.	Interstate Studios	Lifetouch	Strawbridge Studios
BID TITLE: Elementary & Middle School Pictures	3500 Snyder Ave.	1085 Cephas Drive	3616 Hillsborough Rd.
BID # 08-141-SN	Sedalia, MO 65301	Clearwater, FL 33765	Durham, NC 27705
ITEM#	DESCRIPTION	UNIT PRICE	UNIT PRICE
	<b>Package A:</b>	\$15.00	\$7.00
	Commission:	25%	50%
	<b>Package B:</b>	\$34.00	\$19.00
	Commission:	40%	50%
	<b>Package C:</b>	\$40.00	\$23.00
	Commission:	40%	50%
	<b>Package D:</b>	\$42.00	\$26.00
	Commission:	40%	50%
	<b>Package E:</b>	\$47.00	\$33.00
	Commission:	40%	50%
	<b>Package F:</b>	\$36.00	\$21.00
	Commission:	40%	0%
	<b>Package G:</b>	\$26.00	\$11.00
	Commission:	40%	50%
	<b>Add on Offers:</b>		
	1 - 8x10	\$8.00	\$8.00
	2 - 5x7	\$7.00	\$8.00
	8 - 2x5	\$7.00	\$8.00
	Commission:	0%	25%

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DATE OF OPENING: June 13, 2008 @ 2:30 p.m.		Interstate Studios	Lifetouch	Strawbridge Studios
BID TITLE: Elementary & Middle School Pictures		3500 Snyder Ave.	1085 Cephas Drive	3616 Hillsborough Rd.
BID # 08-141-SN		Sedalia, MO 65301	Clearwater, FL 33765	Durham, NC 27705
ITEM#	DESCRIPTION	UNIT PRICE	UNIT PRICE	UNIT PRICE
<b>Sports &amp; Activity</b>				
	A. Team Group Picture 1-8x10	\$10.00/\$13.00	\$9.00	\$8.00
	Commission:	20%	20%	50%
<b>B. Individual Team Member Pictures</b>				
	Package A:	\$40.00	\$30.00	\$30.00
	Package B:	\$30.00	\$19.00	\$19.00
	Package C:	\$20.00	\$15.00	\$15.00
	Package D:	\$15.00	\$7.00	\$8.00
	Commission:	20%	50%	50%
<b>Add on Offers:</b>				
	1 - 8x10	\$8.00	\$8.00	\$8.00
	2 - 5x7	\$7.00	\$8.00	\$8.00
	8 - 2x3	\$7.00	\$8.00	\$8.00
	16 - 1 1/2x2	\$12.00	\$8.00	\$8.00
	Background Choice	N/A	N/C	\$4.00
	Commission	0%	25%	50%
<b>Panoramic Grade Group:</b>				
	Commission	\$15.00	\$15.00	\$15.00
		20%	20%	50%
<b>TOTAL POINTS:</b>		<b>61.35</b>	<b>90.12</b>	<b>95.25</b>

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