



# 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, 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)

December 1, 2009

## MEMORANDUM

TO: Honorable School Board Members

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

RE: Second Year Renewal of Three-Year Contract  
RFP #09-065-CC, Early Childhood Equipment and Supplies  
Childcraft Education Corporation  
Lakeshore Learning Materials  
School Specialty, Inc.

On December 16, 2008, official action (attached) was taken to award the above-referenced RFP to the vendors noted. This RFP is a three-year contract, renewable annually based upon mutual consent of both parties. The first year of the agreement will expire on January 1, 2010.

Considering services have been satisfactory, the vendors were contacted to verify their willingness to enter into the second year of the agreement. They have agreed in writing (attached), to enter into the second year of the contract.

Therefore, at this time, it is my recommendation to enter into the second year of the agreement with the vendors noted above. The second year of the contract will cover the period of January 2, 2010 through January 1, 2011. Should you have any questions regarding this matter, or if I can be of further assistance, please feel free to contact me at your earliest convenience.

KDG/lr

Attachments

---

District Wide Accreditation • Southern Association of Colleges and Schools

DATE/TIME: NOVEMBER 23, 2009 10:45:00



# 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, 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)

**BID RENEWAL REQUEST**  
**BID #09-065-LR**  
**BID TITLE: Equipment & Supplies**

Yes, I agree to renew Bid #09-065-LR under the same terms and conditions as the existing bid. The second year period shall be from **January 2, 2010 through January 1, 2011.**

No, I do not agree to renew Bid #09-065-LR

COMPANY NAME: CHILDCRAFT EDUCATION CORP.

SIGNATURE:

TYPED NAME AND TITLE: STEPHEN M. HICKREN Assistant Secretary

TELEPHONE (WITH AREA CODE): 800-631-5652

FAX NUMBER (WITH AREA CODE): FAX (717) 653-7930

E-MAIL: cecbid@childcraftededucation.com

DATE: NOV -4 2009

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 FAX BACK TO: DISTRICT SCHOOL BOARD OF PASCO COUNTY  
ATTENTION: Deb Mateo, CPPB, Buyer Assistant  
PURCHASING DEPARTMENT  
20430 GATOR LANE  
LAND O' LAKES, FL 34638  
(813) 794-2234 (PHONE)  
(813) 794-2111 (FAX)



# District School Board of Pasco County

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

Meather 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/ 794-2111  
727/ 774-2221 TDD: 813/ 794-2484  
352/ 524-2221 e-mail: [kgoodman@pasco.k12.fl.us](mailto:kgoodman@pasco.k12.fl.us)

### BID RENEWAL REQUEST BID #09-065-LR BID TITLE: Equipment & Supplies

X

Yes, I agree to renew Bid #09-065-LR under the same terms and conditions as the existing bid. The second year period shall be from January 2, 2010 through January 1, 2011.

No, I do not agree to renew Bid #09-065-LR

COMPANY NAME: Lakeshore Learning Materials

SIGNATURE: *Diana Lopez*

TYPED NAME AND TITLE: Diana Lopez - Bid Supervisor

TELEPHONE (WITH AREA CODE): (800) 421-5354

FAX NUMBER (WITH AREA CODE): (310) 537-7990

E-MAIL: [dlopez@lakeshorelearning.com](mailto:dlopez@lakeshorelearning.com)

DATE: October 29, 2009

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 FAX BACK TO: DISTRICT SCHOOL BOARD OF PASCO COUNTY  
ATTENTION: **Dab Mateo, CPPB, Buyer Assistant**  
PURCHASING DEPARTMENT  
20430 GATOR LANE  
LAND O' LAKES, FL 34638  
(813) 794-2234 (PHONE)  
(813) 794-2111 (FAX)



# 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, 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

**BID RENEWAL REQUEST**  
**BID #09-065-LR**  
**BID TITLE: Equipment & Supplies**

X

Yes, I agree to renew Bid #09-065-LR under the same terms and conditions as the existing bid. The second year period shall be from January 2, 2010 through January 1, 2011.

.....

No, I do not agree to renew Bid #09-065-LR

COMPANY NAME: School Specialty  
SIGNATURE: [Signature]  
TYPED NAME AND TITLE: Scott Kurtzman, Asst. Secretary  
TELEPHONE (WITH AREA CODE): 800-305-0174  
FAX NUMBER (WITH AREA CODE): 800-775-8314  
E-MAIL: scott.kurtzman@schoolspecialty.com  
DATE: \_\_\_\_\_

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 FAX BACK TO: DISTRICT SCHOOL BOARD OF PASCO COUNTY  
ATTENTION: Deb Mateo, CPPB, Buyer Assistant  
PURCHASING DEPARTMENT  
20430 GATOR LANE  
LAND O' LAKES, FL 34638  
(813) 794-2234 (PHONE)  
(813) 794-2111 (FAX)

## District School Board of Pasco County Bid Recommendation

<b>Bid Title</b>	Early Childhood Equipment and Supplies		<b>Number of Vendors Notified</b>	472
<b>Bid Number</b>	09-065-CC		<b>Number of Bids Distributed</b>	36
<b>Date Solicited</b>	October 23, 2008		<b>Number of Vendors Bidding</b>	6
<b>Date Opened</b>	November 18, 2008		<b>Number of Formal "No Bid" Responses</b>	1
<b>Date Board Presentation</b>	December 16, 2008		<b>Funding Source</b>	*Various Funds
<b>Total Savings</b>	<b>\$19,500</b> (First Year Estimate)		<b>Grand Total of Bid</b>	<b>\$150,000</b> (First Year Estimate)

**Recommendation:**

Recommend acceptance of RFPs as noted on the attached bid tabulation sheet as having the highest average scores and best RFPs meeting written specifications.

**Term of Contract:**

This contract is for the purchase of early childhood equipment and supplies on an "as needed" basis to be used throughout the District. This is a three-year contract renewable annually based upon mutual agreement of both parties. The first year of this contract shall be effective from January 2, 2009 to January 1, 2010. Discounts will remain firm and in effect throughout the term of the contract; however pricers may be updated not to exceed twice a year.

**Notations and Exceptions:**

Award was made to one (1) proposer per manufacturer (i.e., Jonti Craft, Lakeshore, Little Tikes), with the highest average scores, meeting written specifications. Each RFP was evaluated according to a weighted point system (i.e. discount offered 7, location 3, past history with our district 5, references 5) as outlined in the specifications with scores totaled to obtain the respondents with the highest scores. Copies of the evaluation forms are on file in the Purchasing Department.

Recommend rejection of proposal from Junction of Function, Inc., as they did not bid on the manufacturers as specified in the RFP document (i.e., Childcraft, Community Playthings, etc.).

Request permission to purchase Community Playthings, Environments, Inc., Fisher Price, Lego, Playskool, Play with a Purpose and Radio Flyer items after following District quote thresholds on an "as needed" basis, as no active bids were received. Amount listed above includes those items being purchased on an "as needed" basis.

Offers from the vendors listed herein are the only offers received timely as of the specified opening date and time. All other offers submitted in response to this solicitation, if any, are hereby rejected as late.

Savings were determined by averaging the submitted RFP Discounts and subtracting the discount from the total of bid.

\* Various funding sources: Capital, Enterprise, General, Special Revenue and Internal

**Bids Evaluated By:**

Chrystal Cahill, Buyer Assistant, Purchasing Department

**Bids Prepared By:**

Chrystal Cahill, Buyer Assistant, Purchasing Department

**Reviewed and Authorized By:**

Kendra Goodman, CPPB, Purchasing Agent



District School Board  
of Pasco County

DEC 16 2008

Board Approved

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: November 18, 2008 @ 2:30 PM	Childcraft Education Corporation	Contrax Furnishings, Inc.	Junction of Function, Inc
BID TITLE: Early Childhood Equipment and Supplies	P.O. Box 3239	690 Northeast 23rd Avenue	8603 Iris Cove Circle
BID # 09-065-CC	Lancaster, PA 17604	Gainesville, FL 32609	Naples, FL 34119
<b>Board Meeting December 16, 2008</b>			
<b>DESCRIPTION</b>	<b>TOTAL PRICE</b>	<b>TOTAL PRICE</b>	<b>TOTAL PRICE</b>
<b>Part A (Percentage off of Website)</b>			
Childcraft	12%	No Bid	No Bid
<b>RFP TOTAL</b>	<b>99.2</b>		
Community Playthings	No Bid	No Bid	No Bid
Environments, Inc	No Bid	No Bid	No Bid
Fisher Price	No Bid	No Bid	No Bid
Lakeshore	No Bid	No Bid	No Bid
<b>RFP TOTAL</b>			
Lego	No Bid	No Bid	No Bid
Little Tikes	No Bid	No Bid	No Bid
<b>RFP TOTAL</b>			
Playskool	No Bid	No Bid	No Bid
Play with a Purpose	No Bid	No Bid	No Bid
Radio Flyer	No Bid	No Bid	No Bid
Whitney Brothers	No Bid	No Bid	No Bid
<b>RFP TOTAL</b>			
<b>Part B (Percentage off of MSRP)</b>			
Jonti Craft	No Bid	16%	No Bid
<b>RFP TOTAL</b>		<b>83.4</b>	
Wood Designs	No Bid	No Bid	No Bid
<b>RFP TOTAL</b>			
<p>DEC 16 2008                  District School Board of Pasco County                  Board Approved</p>			
<p>** 1% Discount with additional freight charges, not to exceed 15% of purchase order</p>			

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: November 18, 2008 @ 2:30 PM	Lakeshore Learning Materials	Pyramid School Products	School Specialty, Inc.
BID TITLE: Early Childhood Equipment and Supplies	2695 East Dominguez Street	6510 North 54th Street	100 Paragon Parkway
BID # 09-065-CC	Carson, CA 90895	Tampa, FL 33610	Mansfield, OH 44903
<b>Board Meeting December 16, 2008</b>			
DESCRIPTION	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE
<b>Part A (Percentage off of Website)</b>			
Childcraft	No Bid	No Bid	No Bid
<b>RFP TOTAL</b>			
Community Playthings	No Bid	No Bid	No Bid
Environments, Inc	No Bid	No Bid	No Bid
Fisher Price	No Bid	No Bid	No Bid
Lakeshore	5%	No Bid	No Bid
<b>RFP TOTAL</b>	<b>96.65</b>		
Lego	No Bid	No Bid	No Bid
Little Tikes	No Bid	No Bid	1% **
<b>RFP TOTAL</b>			<b>100.0</b>
Playskool	No Bid	No Bid	No Bid
Play with a Purpose	No Bid	No Bid	No Bid
Radio Flyer	No Bid	No Bid	No Bid
Whitney Brothers	No Bid	10%	18%
<b>RFP TOTAL</b>		<b>80.4</b>	<b>92.5</b>
<b>Part B (Percentage off of MSRP)</b>			
Jonti Craft	No Bid	10%	21%
<b>RFP TOTAL</b>		<b>74.59</b>	<b>90.01</b>
Wood Designs	No Bid	10%	21%
<b>RFP TOTAL</b>		<b>80.4</b>	<b>92.5</b>
11% Discount with additional freight charges, not to exceed 15% of purchase order			

DEC 16 2008

Board Approved