



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, CPPO, 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

April 19, 2011

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent 

RE: Second Year Renewal of Three-Year Contract
Bid #11-004-VJ Yearbooks – Gulf High School
Taylor Publishing

On July 6, 2010, official action (attached) was taken to award the above-referenced bid to Taylor Publishing. This is a three-year bid, renewable annually, at the mutual agreement of the parties. The second year of the agreement will expire on July 6, 2011.

Considering services have been satisfactory, Taylor Publishing was contacted to verify their willingness to enter into the second year of the agreement. As such, Taylor Publishing has agreed in writing to enter into the second year of the contract. The second year of the contract will cover the period of July 7, 2011 through July 6, 2012. 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



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April 5, 2011

RFP RENEWAL REQUEST

RFP #: 11-004-VJ

RFP TITLE: Yearbooks – Gulf High School

VENDOR: Taylor Publishing

Yes, I agree to renew RFP 11-004-VJ, for the second year under the same terms and conditions as the existing contract. The second year will begin on July 7, 2011 and expire on July 6, 2012.

No, I do not agree to renew RFP 11-004-VJ.

Company Name: Taylor Publishing

Signature: Amanda Petrowsky Date: 4/8/11

Typed Name and Title: Amanda Petrowsky, Representative

Telephone (w/area code): 727-204-7399 Fax Number (w/area code): 727-548-7240

DATE DUE: PLEASE FAX TO PURCHASING NO LATER THAN APRIL 8, 2011.

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)

District School Board of Pasco County Bid Recommendation

Bid Title	Yearbooks – Gulf High School		Number of Vendors Notified	234
Bid Number	11-004-VJ		Number of Bids Distributed	15
Date Solicited	April 27, 2010		Number of Vendors Bidding	5
Date Opened	June 4, 2010		Number of Formal “No Bid” Responses	0
Date Board Presentation	July 6, 2010		Funding Source	Internal Funds
Total Savings	\$2,725.40		Grand Total of Bid	\$28,900

Recommendation: Recommend acceptance of RFP from Taylor Publishing as noted on the attached tabulation sheet as the lowest and best, responsive, responsible proposal receiving the highest number of points.

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 July 7, 2010 and continue through July 6, 2011.

Notations and Exceptions: This RFP was awarded upon a weighted points system. The weighted points criteria were based upon the following weights: Quality of Samples (4), Base Price (3), References (2), Workshop Options (2), Support Services (7), and Online Customer Service (2). Points were assigned on a scale of 1 (Low) to 5 (High) in each of the above entries and force ranked depending on the number of respondents and then multiplied by the weighted point factor.

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:

Dr. Deborah Lepley, Assistant Principal, Gulf High School
Ken Weightman, Advisor, Gulf Ranch High School
3 Students – names on file in Purchasing

Bids Prepared By:

Vickie Jones, Buyer Assistant, Purchasing Department

Reviewed and Authorized By:

Kendra Goodman, CPPO, CPPB, Purchasing Agent 

District School Board
of Pasco County

JUL 06 2010

Board Approved

**TABULATION SHEET
YEARBOOKS-GHS**

DATE OF OPENING: June 4, 2010 @ 2:30pm	Herff-Jones	Jostens	Lifetouch	Taylor Publishing	Walsworth
BID NAME: Yearbooks - Gulf High School	305 Church St. Safety Harbor, FL 34695	3601 Minnesota Dr. Minneapolis, MN 55435	701 S. Howard Ave. #106-112 Tampa, FL 33606	10707 66th St. N. #9 Pinellas Park, FL 33782	430 Chimney Rock Dr. Ruskin, FL 33570
BID #: 11-004-VJ	727-410-9757	800-325-4774	813-416-4019	727-204-7379	813-466-3390
UNITS: DESCRIPTION:	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE
Gulf High School					
Base Price:	\$29,988.00	\$32,900.00	\$34,200.00	\$28,900.00	\$32,139.00
TOTAL POINTS:	46	64	36	90	66

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of Pasco County

JUL 06 2010

Board Approved