



# 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)

May 3, 2011

## MEMORANDUM

**TO:** Honorable School Board Members

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

**SUBJECT:** RFP 08-016-AZ, Board Policy Development & Update Services  
Fifth Year of Five Year Agreement, NEOLA, Inc.

On July 10, 2006, official action was taken to award the above-referenced RFP to NEOLA, Inc. for board policy development and update services. This RFP is a five-year contract, renewable annually at the mutual consent of the parties. It has been renewed every year since its inception. The fourth year of the contract is due to expire on July 9, 2011.

Ms. Renalia Dubose, Assistant Superintendent for Administration, asked Purchasing to contact NEOLA to verify their willingness to enter into the fifth year of the agreement. NEOLA has agreed in writing (attached) to do so.

At this time it is my recommendation to enter into the fifth year of the agreement with NEOLA, for the period noted above. Should you have any questions, please feel free to contact Ms. Dubose or me at your earliest convenience.

KDG/az  
Attachments

Date/Time: April 27, 2011 08:29:00



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## RFP #08-016-AZ RENEWAL REQUEST BOARD POLICY DEVELOPMENT & UPDATE SERVICES

Yes, I agree to renew the above-referenced RFP, under existing terms and conditions, with the District School Board of Pasco County. The contract term will be July 10, 2011- July 9, 2012.

No, I do not agree to renew the above-referenced RFP with the District School Board of Pasco County.

COMPANY NAME: NEOLA, Inc.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

April 13, 2011

PRINTED NAME/TITLE: Richard N. Clapp, Ph.D., President

E-MAIL: rclapp@neola.com

TELEPHONE W/AREA CODE: (330) 289-5057

FAX W/AREA CODE: (330) 926-0525

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 (DSBPC) 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 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, and must provide a list of employees with renewal. 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, which became effective September 1, 2005, by reviewing Sections 1012.32 and 1012.465, Florida Statutes.

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).

Vendor shall comply with all applicable laws, ordinances, codes and statutes of any and all local, state, or national governing bodies included within this section. Vendor shall comply with the regulations of the Civil Rights Act of 1964, in which no person in the United States shall on the grounds of race, creed, color, or national origin be excluded from participation in or be denied the proceeds of, or be subject to discrimination in the performance of this contract.

**PLEASE RETURN TO:**  
**DISTRICT SCHOOL BOARD OF PASCO COUNTY**  
**ATTENTION: ARLENE ZIMNEY, CPPB, C.P.M., BUYER**  
**PURCHASING DEPARTMENT**  
**20430 GATOR LANE, LAND O' LAKES, FL 34638**  
**(813) 794-2504 (PHONE)**  
**(813) 794-2111 (FAX)**  
**[azimney@pasco.k12.fl.us](mailto:azimney@pasco.k12.fl.us)**