

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

May 17, 2011

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent 

RE: Third Year Renewal of Three-Year Contract
Bid #09-141-SN Pictures – Anclote High School
Lifetouch

On June 16, 2009, official action (attached) was taken to award the above-referenced bid to Lifetouch. This is a three-year bid, renewable annually, at the mutual agreement of the parties. The second year of the agreement will expire on June 16, 2011.

Considering services have been satisfactory, Lifetouch was contacted to verify their willingness to enter into the third year of the agreement. As such, Lifetouch has agreed in writing to enter into the third year of the contract. The third year of the contract will cover the period of June 17, 2011 through June 16, 2012. At this time it is my recommendation to enter into the third 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 22, 2011

RFP RENEWAL REQUEST

RFP #: 09-141-SN

RFP TITLE: Pictures - Anclote High School

VENDOR: Lifetouch

Yes, I agree to renew RFP 09-141-SN, for the third year under the same terms and conditions as the existing contract. The third year will begin on June 17, 2011 and expire on June 16, 2012.

No, I do not agree to renew RFP 09-141-SN.

Company Name: Prestige Portraits / Lifetouch

Signature: Eddie Ocasio Date: April 26, 2011

Typed Name and Title: Eddie Ocasio Account Manager

Telephone (w/area code): 813 918-3134 Fax Number (w/area code): _____

DATE DUE: PLEASE FAX TO PURCHASING NO LATER THAN APRIL 25, 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)



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352/524-2221 e-mail: kgoodman@pasco.k12.fl.us

June 1, 2010

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent 

RE: Renewal of contracts with Bryn-Alan Photography/Lifetouch

- 1.) Second Year Renewal of Three-Year Contract
RFP 09-141-SN Anclote High School Pictures
- 2.) Third Year Renewal of Three-Year Contract
RFP 08-134-SN Land O' Lakes High School Pictures
- 3.) Third Year Renewal of Three-Year Contract
RFP 08-130-SN – Pasco High School Pictures
- 4.) Third Year Renewal of Three-Year Contract
RFP 08-125-SN – Ridgewood High School Pictures

On June 16, 2009, official action (attached) was taken to award RFP 09-141-SN Anclote High School Pictures to Bryn-Alan Photography/Lifetouch. This is a three year bid renewable annually at the mutual agreement of the parties. The first year of the agreement will expire on June 16, 2010.

On April 21, 2009 official action (attached) was taken to renew RFP 08-134-SN Land O' Lakes High School Pictures to Bryn-Alan Photography/Lifetouch. This is a three year bid renewable annually at the mutual agreement of the parties. The second year of the agreement will expire on June 21, 2010

On April 21, 2009 official action (attached) was taken to renew RFP 08-130-SN Pasco High School Pictures to Bryn-Alan Photography/Lifetouch. This is a three year bid renewable annually at the mutual agreement of the parties. The second year of the agreement will expire on June 30, 2010

On April 21, 2009 official action (attached) was taken to renew RFP 08-125-SN Ridgewood High School Pictures to Bryn-Alan Photography/Lifetouch. This is a three year bid renewable annually at the mutual agreement of the parties. The second year of the agreement will expire on June 30, 2010

District School Board
of Pasco County

JUN 01 2010

Board Approved

During the past year, Bryn-Alan Photography merged with Lifetouch and performance issues occurred. As a result, some schools have chosen not to renew their contracts and have selected other alternatives, including rebidding. The schools listed below have chosen to renew their contracts and Nancy Alfonso, School Board Attorney, concurs that these schools can legally do so as their contracts are not contingent upon the satisfactory performance of the other bids that were not renewed.

Therefore, we are requesting permission to enter into the following contracts with Bryn-Alan Photography. They have agreed in writing to do so for the following periods:

- 1.) 09-141-SN Anclote High School Pictures –
June 17, 2010 through June 16, 2011 2nd year renewal
- 2.) 08-134-SN Land O' Lakes High School Pictures –
June 22, 2010 through June 21, 2011 3rd year renewal
- 3.) 08-130-SN Pasco High School Pictures –
July 1, 2010 through June 30, 2011 3rd year renewal
- 4.) 08-125-SN Ridgewood High School Pictures –
July 1, 2010 through June 30, 2011 Third year renewal

If you have any questions, please feel free to contact me at your earliest convenience.

KDG/sn

Attachments



District School Board of Pasco County

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

Heather Fiorentino, Superintendent

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RFP RENEWAL REQUEST RFP TITLE: School Pictures-AHS RFP#: 09-141-SN

 X Yes, I agree to renew RFP# 09-141-SN for school pictures at Anclote High School for the second year under the same terms and conditions as the existing contract. The second year of the contract period will begin June 17, 2010 and expire June 16, 2011.
 No, I do not agree to renew RFP# 09-141-SN for school pictures at Anclote High School.

COMPANY NAME: Bryn-Alan/Lifetouch

SIGNATURE: Eddie Ocasio

PRINTED NAME/TITLE: Account Manager/Eddie Ocasio DATE: May 14, 2010

TELEPHONE W/AREA CODE: 813 / 918-3134 FAX W/AREA CODE: 813 / 402-3580

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. 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: Stephanie Noble
PURCHASING DEPARTMENT
20430 GATOR LANE
LAND O' LAKES, FL 34638
(813) 794-2225 (PHONE)
(813) 794-2111 (FAX)

**District School Board
of Pasco County**

JUN 01 2010

Board Approved

PLEASE RETURN COMPLETED FORM BY May 17, 2010

District Wide Accreditation • Southern Association of Colleges and Schools

District School Board of Pasco County

Bid Recommendation

RFP Title	Anclote High School Pictures	Number of Vendors Notified	49
RFP Number	09-141-SN	Number of Bids Distributed	5
Date Solicited	May 4, 2009	Number of Vendors Bidding	1
Date Opened	May 26, 2009	Number of Formal "No Bid" Responses	0
Date Board Presentation	June 16, 2009	Funding Source	Internal Funds
Total Savings	N/A*	Grand Total of Bid	\$48,000 est.

Recommendation:

Recommend acceptance of RFP from Bryn-Alan Photography as noted on the attached tabulation sheet as lowest and best, responsive, responsible proposal receiving the highest points.

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 June 17, 2009 and continue through June 16, 2010.

Notations and Exceptions:

This RFP was awarded upon a weighted points system. The weighted point criteria were based upon the following weights: Quality (6), Total Price (3), and References (3), Vendor Location (2), Support Services (6) and Prior Satisfactory District experience (2) point maximum. Points were assigned on a scale of 5 (High) to 1 (Low) in each of the above entries, then multiplied by the weighted points factor.

As only one proposal was received, this RFP was deemed competitive after a comparison of similar previously awarded picture proposals. *An estimated savings could not be calculated as this RFP was based on the above-referenced point system and recommended award to the vendor with the highest points.

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:

Ms. Monica Ilse, Principal and Kim Saavedra, Yearbook Advisor
 3 Members of the student body (names on file in the Purchasing Department)
 1 Parent (name on file in the Purchasing Department)

Bids Prepared By:

Stephanie Noble, Buyer

Reviewed and Authorized By:

Kendra Goodman, CPPB, Purchasing Agent



District School Board
of Pasco County

JUN 16 2009

DATE/TIME:

Board Approved

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: May 26, 2009 @ 2:30 p.m.		Bryn-Alan Photography 502 Grand Central Ave. Tampa, FL 33606
RFP TITLE: Pictures-Anclote High School		
RFP # 09-141-SN		
ITEM#	DESCRIPTION	
Group I -	Underclass Packages	
	Package A:	\$35.00
	Package B:	\$20.00
	Package C:	\$15.00
	Package D:	\$9.00
	Commission: Stated 30%	30%
	Add Ons	
	1 - 8 x 10	\$9.00
	2 - 5 x 7	\$8.00
	16 - Wallets	\$9.00
	8 - Wallets	\$8.00
	Background Choices	\$4.00
	Commission: Stated 30%	30%
Group II -	Senior Portraits & Grad. Pkgs	
	Package A:	\$60.00
	Package B:	\$85.00
	Package C:	\$135.00
	Commission: Stated 20%	No commission will be paid on Group II
	Individual Priced Portraits:	
	8 - 2x3 Wallets	\$18.00
	1 - 8x10	\$30.00
	4 - 3x5	\$35.00
	2 - 5x7	\$34.00
	1 - 11x14	\$40.00
	Commission: Stated 20%	No commission will be paid on Group II

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: May 26, 2009 @ 2:30 p.m.		Bryn-Alan Photography
RFP TITLE: Pictures-Anclote High School		502 Grand Central Ave.
RFP # 09-141-SN		Tampa, FL 33606
ITEM#	DESCRIPTION	
	Add Ons	
	16 - 2x3 Wallets	\$20.00
	24 - 2x3 Wallets	\$25.00
	48 - 2x3 Wallets	\$35.00
	4 - 3x5	\$25.00
	2 - 5x7	\$25.00
	1 - 8x10	\$25.00
	1 - 11x14	\$40.00
	1 - 16x20	\$60.00
	Commission: Stated 20%	No commission will be paid on Group II
Group III -	Cap & Gown	
	Package A:	\$60.00
	Package B:	\$35.00
	Package C:	\$30.00
	Package D:	\$15.00
	Commission: Stated 30%	30%
	Add Ons	
	1 - 8 x 10	\$30.00
	2 - 5 x 7	\$20.00
	16 - Wallets	\$15.00
	8 - Wallets	\$10.00
	Commission: Stated 30%	30%
Group IV-	Personality & Friend	
	Package A:	\$15.00
	Package B:	\$17.00
	Package C:	\$25.00
	Package D:	\$30.00
	Package E:	\$35.00
	Package F:	\$40.00
	Package G:	\$48.00
	Commssion: Stated 20%	Bryn-Alan will pay 40%

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DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: May 26, 2009 @ 2:30 p.m.		Bryn-Alan Photography
RFP TITLE: Pictures-Anclote High School		502 Grand Central Ave.
RFP # 09-141-SN		Tampa, FL 33606
ITEM#	DESCRIPTION	
	Add Ons	
	1-8x10	\$6.00
	16-Wallets	\$6.00
	Commssion: Stated 20%	Bryn-Alan will pay 40%
Group V-	Panaramic Group Photo	\$15.00
	Commssion: Stated 20%	Bryn-Alan will pay 40%
GroupVI-	Graducation Commencement	
	1 - 8 x 10	\$15.95
	3 - 8 x 10	\$37.95
	4 - 8 x 10	\$47.95
	1 - 5 x 7	\$10.00
	2 - 5 x 7	\$13.95
	4 - 5 x 7	\$27.95
	Commssion: Stated 20%	Bryn-Alan will pay \$1.00 per graduating senior
Group VII-	Homecoming, Prom, Dance	
	Package A:	\$45.00
	Package B:	\$50.00
	Package C:	\$40.00
	Package D:	\$21.00
	Package E:	\$17.00
	Package F:	\$12.00
	Package G:	\$18.00
	Package H:	\$10.00
	Commssion: Stated 20%	20%
	Add Ons	
	1 - 8x10	\$9.00
	1 - 5x7	\$6.00
	16 - Wallets	\$9.00
	8 - Wallets	\$6.00
	Commssion: Stated 20%	20%

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: May 26, 2009 @ 2:30 p.m.		Bryn-Alan Photography
RFP TITLE: Pictures-Anclote High School		502 Grand Central Ave.
RFP # 09-141-SN		Tampa, FL 33606
ITEM#	DESCRIPTION	
Group VIII-	Special Events/Activities	
	Package A:	\$25.00
	Package B:	\$20.00
	Package C:	\$15.00
	Package D:	\$10.00
	Package G:	\$15.00
	Package H:	\$10.00
	Commssion: Stated 20%	Bryn-Alan will pay 30%
	Add Ons	
	1 - 8x10	\$9.00
	1 - 5x7	\$6.00
	16 - Wallets	\$9.00
	8 - Wallets	\$6.00
	Commssion: Stated 20%	Bryn-Alan will pay 30%
Group IX-	Sports & Activity Packages	
	1 - 8x10	\$10.00
	Commssion: Stated 20%	20%
Group X-	Individual Team Member	
	Package A:	\$35.00
	Package B:	\$20.00
	Package C:	\$15.00
	Package D:	\$10.00
	Commssion: Stated 20%	20%
	Add Ons	
	1 - 8x10	\$9.00
	2 - 5x7	\$8.00
	16 - Wallets	\$9.00
	8 - Wallets	\$7.00
	Backgroud Choice	\$4.00
	Commssion: Stated 20%	20%
	Total Points:	134

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