



District School Board of Pasco County

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638 • 813/794-2000

Heather Fiorentino, Superintendent

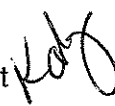
www.pasco.k12.fl.us

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: Second Year Renewal of Three-Year Contract
Bid #11-013-VJ Yearbooks – Wiregrass High School
Walsworth

On June 15, 2010, official action (attached) was taken to award the above-referenced bid to Walsworth. 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 30, 2011.

Considering services have been satisfactory, Walsworth was contacted to verify their willingness to enter into the second year of the agreement. As such, Walsworth 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 1, 2011 through June 30, 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 21, 2011

RFP RENEWAL REQUEST

RFP #: 11-013-VJ

RFP TITLE: Yearbooks – Wiregrass High School

VENDOR: Walsworth

Yes, I agree to renew RFP 11-013-VJ, for the second year under the same terms and conditions as the existing contract. The second year will begin on July 1, 2011 and expire on June 30, 2012.

No, I do not agree to renew RFP 11-013-VJ.

Company Name: WALSORTH Pubs. Co.

Signature: Missy Green Date: April 25, 2010

Typed Name and Title: Missy Green Sales Representative

Telephone (w/area code): 407.701.8238 Fax Number (w/area code): 407.831.0588

DATE DUE: PLEASE FAX TO PURCHASING NO LATER THAN APRIL 27, 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 – Wiregrass Ranch High School		Number of Vendors Notified	244
Bid Number	11-013-VJ		Number of Bids Distributed	21
Date Solicited	April 12, 2010		Number of Vendors Bidding	5
Date Opened	May 4, 2010		Number of Formal “No Bid” Responses	0
Date Board Presentation	June 15, 2010		Funding Source	Internal Funds
Total Savings	\$2,732.48		Grand Total of Bid	\$34,838.00

Recommendation: Recommend acceptance of RFP from Walsworth 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 1, 2010 and continue through June 30, 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:

Diamela Croker, Assistant Principal, Wiregrass Ranch High School
Michele Crimella, Adviser, Wiregrass Ranch High School
1 Staff Member, 1 Parent, and 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

TABULATION SHEET
YEARBOOKS-WRHS

DATE OF OPENING: May 4, 2010 @ 2:30pm		Herff-Jones	Jostens	Lifetouch	Taylor Publishing	Walsworth
BID NAME: Yearbooks - Wiregrass Ranch High School		110 W. Reynolds St., Suite 215	3601 Minnesota Dr.	701 S. Howard Ave., Ste. 106-112	10707 66th St. N. #9	430 Chimney Rock Dr.
BID #: 11-013-VJ		Plant City, FL 33563	Minneapolis, MN 55435	Tampa, FL 33606	Pinellas Park, FL 33782	Ruskin, FL 33570
		813-478-2563	800-325-4774	813-416-4019	727-546-4551	813-465-3390
UNITS:	DESCRIPTION:	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE
	Wiregrass Ranch High School					
	Base Price:	\$34,956.90	\$36,146.00	\$44,341.00	\$35,869.00	\$34,838.00
	TOTAL POINTS:	64	72	34	43	96