



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

June 7, 2011

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent 

RE: Second Year Renewal of Three-Year Contract
Bid #11-027-SN Pictures – Fivay High School
Herff-Jones

On July 10, 2010, official action (attached) was taken to award the above-referenced bid to Herff-Jones. This is a three-year bid, renewable annually, at the mutual agreement of the parties. The first year of the agreement will expire on July 20, 2011.

Considering services have been satisfactory, Herff-Jones was contacted to verify their willingness to enter into the second year of the agreement. As such, Herff-Jones 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 21, 2011 through July 20, 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



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: 813/794-2111
727/774-2221 TDD: 813/794-2484
352/524-2221 e-mail: kgoodman@pasco.k12.fl.us

May 4, 2011

RFP RENEWAL REQUEST

RFP #: 11-027-SN

RFP TITLE: Pictures - Fivay High School

VENDOR: Herff-Jones

Yes, I agree to renew RFP 11-027-SN, for the second year under the same terms and conditions as the existing contract. The second year will begin on July 21, 2011 and expire on July 20, 2012.

No, I do not agree to renew RFP 11-027-SN.

Company Name: Herff Jones - Photography Division

Signature: Tim Trojnar Date: 5-10-11

Typed Name and Title: Tim Trojnar

Telephone (w/area code): 727-323-5680 Fax Number (w/area code): 727-323-5688

DATE DUE: PLEASE FAX TO PURCHASING NO LATER THAN MAY 10, 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 District's 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

RFP Title	School Pictures-Fivay High School		Number of Vendors Notified	98
RFP Number	11-027-SN		Number of Proposals Distributed	13
Date Solicited	May 25, 2010		Number of Vendors Proposing	3
Date Opened	June 17, 2010		Number of Formal "No Bid" Responses	0
Date Board Presentation	July 20, 2010		Funding Source	Internal Funds
Total Savings	Est. \$7,000		Grand Total of RFP	Est. \$50,000

Recommendation:

Recommend acceptance of alternate RFP from Herff Jones Photography as noted on the attached tabulation sheet as 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 July 21, 2010 and continue through July 20, 2011.

Notations and Exceptions:

This RFP was awarded upon a weighted points system. The weighted point criteria were based upon the following weights: Quality (6), Support Services (3), Office Location (3) Commission (3), Total Price (6), and References (3). Points were assigned on a scale of 5 (High) to 1 (Low) in each of the above entries 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.


Proposals Evaluated By:

Angie Stone, Principal, Linda McQuade, Teacher and three (3) students.

Proposals Prepared By:

Stephanie Noble, Buyer

Reviewed and Authorized By:

Kendra Goodman, , CPPO, CPPB, Purchasing Agent 

District School Board
of Pasco County

JUL 20 2010

Board Approved

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: May 26, 2009 @ 2:30 p.m.		Herff Jones Photography	Leonards, Rekcute Photographic Inc.	Stephen John Photography
RFP TITLE: Pictures-Fivay High School		2713 1st Ave North	147 San Marco Blvd PO Box 1928	38501 5th Ave
RFP # 11-027-SN		St. Petersburg, FL 33713	St. Augustine, FL 32085	Zephyrhills, FL 33541
ITEM#	DESCRIPTION			
Group I -	Underclass Packages			
	Package A:	\$37.50	\$41.00	\$39.00
	Package B:	\$22.00	\$22.00	\$21.00
	Package C:	\$15.00	\$17.00	\$17.00
	Package D:	\$10.00	\$12.00	\$12.00
	Commission:	40.00%	40.00%	35.00%
	Add Ons			
	1 - 8 x 10	\$9.00	\$9.00	\$9.00
	2 - 5 x 7	\$8.00	\$9.00	\$9.00
	16 - Wallets	\$8.00	\$9.00	\$9.00
	8 - Wallets	\$6.50	\$9.00	\$7.00
	Background Choices	\$4.00	\$4.00	N/A
	Commission:	20.00%	10.00%	20.00%
Group II -	Senior Portraits & Grad. Pkgs			
	Package A:	\$65.00	\$65.00	\$60.00
	Package B:	\$96.00	\$85.00	\$85.00
	Package C:	\$117.00	\$139.00	\$148.00
	Commission:	0.00%	10.00%	20.00%
	Individual Priced Portraits:			
	8 - 2x3 Wallets	\$36.00	\$45.00	\$22.50
	1 - 8x10	\$36.00	\$45.00	\$32.50
	4 - 3x5	\$36.00	\$45.00	\$32.50
	2 - 5x7	\$36.00	\$45.00	\$32.50

District School Board
of Pasco County

JUL 20 2010

Board Approved

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: May 26, 2009 @ 2:30 p.m.		Herff Jones Photography	Leonards, Rekcute Photographic Inc.	Stephen John Photography
RFP TITLE: Pictures-Fivay High School		2713 1st Ave North	147 San Marco Blvd PO Box 1928	38501 5th Ave
RFP # 11-027-SN		St. Petersburg, FL 33713	St. Augustine, FL 32085	Zephyrhills, FL 33541
ITEM#	DESCRIPTION			
	Add Ons			
	16 - 2x3 Wallets	\$28.00	\$40.00	\$28.75
	24 - 2x3 Wallets	\$42.00	\$60.00	\$35.50
	48 - 2x3 Wallets	\$72.00	\$120.00	\$44.95
	4 - 3x5	\$28.00	\$30.00	\$35.95
	2 - 5x7	\$28.00	\$30.00	\$31.95
	1 - 8x10	\$28.00	\$30.00	\$29.95
	1 - 11x14	\$39.00	\$60.00	\$44.75
	1 - 16x20	\$75.00	\$120.00	\$74.95
	Commission:	0.00%	10.00%	15.00%
Group III -	Cap & Gown			
	Package A:	\$47.00	\$65.00	\$69.95
	Package B:	\$30.00	\$45.00	\$49.95
	Package C:	\$23.00	\$30.00	\$35.95
	Package D:	\$12.00	\$17.00	\$25.95
	Commission:	40.00%	15.00%	30.00%
	Add Ons			
	1 - 8 x 10	\$13.00	\$20.00	\$22.50
	2 - 5 x 7	\$11.00	\$20.00	\$22.50
	16 - Wallets	\$11.00	\$20.00	\$31.95
	8 - Wallets	\$9.00	\$10.00	\$22.50
	Commission:	20.00%	10.00%	20.00%
Group IV-	Personality & Friend			
	Package A:	\$13.00	\$18.00	\$15.00
	Package B:	\$17.00	\$21.00	\$19.00
	Package C:	\$23.00	\$28.00	\$25.00
	Package D:	\$28.00	\$39.00	\$30.75
	Package E:	\$32.00	\$49.00	\$39.99
	Package F:	\$48.00	\$40.00	\$46.75
	Package G:	\$38.00	\$55.00	\$54.75
	Commission:	40.00%	20.00%	40.00%

District School Board
of Pasco County

JUL 20 2010

Board Approved

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: May 26, 2009 @ 2:30 p.m.		Herff Jones Photography	Leonards, Rekcute Photographic Inc.	Stephen John Photography
RFP TITLE: Pictures-Fivay High School		2713 1st Ave North	147 San Marco Blvd PO Box 1928	38501 5th Ave
RFP # 11-027-SN		St. Petersburg, FL 33713	St. Augustine, FL 32085	Zephyrhills, FL 33541
ITEM#	DESCRIPTION			
	Add Ons			
	1-8x10	\$9.00	\$9.00	\$12.00
	16-Wallets	\$8.00	\$9.00	\$12.00
	Commission:	20.00%	10.00%	40.00%
Group V-	Panaramic Group Photo	\$14.00	\$15.00	\$15.00
	Commission:	40.00%	25.00%	35.00%
Group VI-	Graduation Commencement			
	1 - 8 x 10	\$15.00	\$15.00	\$19.95
	3 - 8 x 10	\$34.00	\$25.00	\$39.95
	4 - 8 x 10	\$41.00	\$35.00	\$55.95
	1 - 5 x 7	\$10.00	\$10.00	\$14.95
	2 - 5 x 7	\$13.00	\$15.00	\$19.95
	4 - 5 x 7	\$23.00	\$20.00	\$37.95
	Commission:	1.00 per student	10.00%	20.00%
Group VII-	Homecoming, Prom, Dance			
	Package A:	\$54.00	\$60.00	\$60.00
	Package B:	\$66.00	\$70.00	\$75.00
	Package C:	\$35.00	\$42.00	\$49.75
	Package D:	\$22.00	\$28.00	\$35.95
	Package E:	\$17.00	\$26.00	\$25.95
	Package F:	\$12.00	\$15.00	\$19.95
	Package G:	\$19.00	\$26.00	\$22.95
	Package H:	\$9.00	\$10.00	\$11.95
	Commission:	20.00%	25.00%	20.00%
	Add Ons			
	1 - 8x10	\$9.00	\$12.00	\$14.95
	1 - 5x7	\$6.50	\$10.00	\$11.95
	16 - Wallets	\$8.00	\$12.00	\$14.95
	8 - Wallets	\$6.50	\$12.00	\$11.95
	Commission:	20.00%	10.00%	20.00%

District School Board
of Pasco County

JUL 20 2010

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: May 26, 2009 @ 2:30 p.m.		Herff Jones Photography	Leonards, Rekcut Photographic Inc.	Stephen John Photography
RFP TITLE: Pictures-Fivay High School		2713 1st Ave North	147 San Marco Blvd PO Box 1928	38501 5th Ave
RFP # 11-027-SN		St. Petersburg, FL 33713	St. Augustine, FL 32085	Zephyrhills, FL 33541
ITEM#	DESCRIPTION			
Group VIII-	Special Events/Activities			
	Package A:	\$30.00	\$42.00	\$29.00
	Package B:	\$19.00	\$28.00	\$24.75
	Package C:	\$14.00	\$21.00	\$19.95
	Package D:	\$11.00	\$16.00	\$14.95
	Package G:	\$17.00	\$21.00	\$19.95
	Package H:	\$9.00	\$10.00	\$11.95
	Commission:	20.00%	10.00%	25.00%
	Add Ons			
	1 - 8x10	\$9.00	\$12.00	\$9.00
	1 - 5x7	\$6.50	\$10.00	\$7.00
	16 - Wallets	\$8.00	\$12.00	\$9.00
	8 - Wallets	\$6.50	\$10.00	\$7.00
	Commission:	20.00%	10.00%	30.00%
Group IX-	Sports & Activity Packages			
	1 - 8x10	\$12.00	\$13.00	\$14.75
	Commission:	20.00%	20.00%	25.00%
Group X-	Individual Team Member			
	Package A:	\$37.00	\$41.00	\$40.00
	Package B:	\$22.00	\$22.00	\$30.00
	Package C:	\$16.00	\$16.00	\$20.00
	Package D:	\$8.00	\$11.00	\$15.00
	Commission:	20.00%	15.00%	25.00%
	Add Ons			
	1 - 8x10	\$9.00	\$10.00	\$9.50
	2 - 5x7	\$8.00	\$10.00	\$9.50
	16 - Wallets	\$8.00	\$10.00	\$17.75
	8 - Wallets	\$6.50	\$8.00	\$9.50
	Backgroud Choice	N/C	N/C	N/A
	Commission:	20.00%	10.00%	15.00%

District School Board
of Pasco County

JUL 20 2010

Board Approved

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: May 26, 2009 @ 2:30 p.m.		Herff Jones Photography 2713 1st Ave North St. Petersburg, FL 33713	Leonards, Rekcute Photographic Inc.	Stephen John Photography
RFP TITLE: Pictures-Fivay High School			147 San Marco Blvd PO Box 1928	38501 5th Ave
RFP # 11-027-SN			St. Augustine, FL 32085	Zephyrhills, FL 33541
ITEM#	DESCRIPTION			
Group 11	Candid Pictures			
	1 - 8x10	\$8.00	\$15.00	\$14.95
	3- 8x10	\$24.00	\$25.00	\$29.95
	4 - 8x10	\$32.00	\$35.00	\$35.95
	1 - 5x7	\$6.00	\$10.00	\$12.95
	2 - 5x7	\$12.00	\$15.00	\$19.95
	4- 5x7	\$4.00	\$20.00	\$25.95
	Commission:	20.00%	10.00%	25.00%
	Total Points:	104.19	74.62	70.03

District School Board
of Pasco County

JUL 20 2010

Board Approved