

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

November 16, 2010

### **MEMORANDUM**

TO: Honorable School Board Members

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

RE: RFP#09-065-CC, Early Childhood Equipment and Supplies

Third Year Renewal of a Three-Year Contract

Childcraft Education Corporation Lakeshore Learning Materials

School Specialty, Inc.

On December 16, 2008, official action (attached) was taken to award the early childhood equipment and supplies RFP to above-referenced vendors. This bid is a three-year contract, renewable annually based upon mutual consent of the parties. The second year of the agreement will expire on January 1, 2011.

Considering services have been satisfactory, the vendors noted above were contacted to determine their willingness to enter into the third year of the agreement. As such, they have agreed in writing (attached) to enter into the third year of the agreement.

It is my recommendation at this time to enter into the third year of the agreement with the above-referenced vendors. The third year of the contract will cover the period of January 2, 2011 through January 1, 2012. The anticipated contract amount for next term is \$150,000.00 paid out of capital, enterprise, general, special revenue and internal funds. Should you have any questions regarding this matter, or if I can be of further assistance, please feel free to contact me at your earliest convenience.

KDG/acf Attachments

District Wide Accreditation • Southern Association of Colleges and Schools

Date/Time: November 9, 2010 09:20:00

10/18/2010 15:30 FAX 352 568 0945

DSBPC\_Purchasing Dept

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### **District School Board of Pasco County**

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

Heather Florendao, Superintendent

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Department of Purchasing Kendra Goodman, CPPO, CPPB, Purchasing Agent 813/ 794-2221 Fax: 813/ 784-2111 727/ 774-2221 TDD: 813/ 794-2484 352/ 524-2221 e-mail: kgoodman@pasco.k12.fl.us

BID RENEWAL REQUEST
BID #09-065-CC
BID TMLE: Early Childhood Equipment & Supplies

. See attachment for te	rms
and conditions	enew Written Quote #09-965-CC under the same terms is the existing bid. The second year period shall be from 1 through January 1, 2012.
No, I do not agre	se to renew #09-065-CC.
COMPANY NAME: School Special	ty -Childcraft
SIGNATURE:	<u>/                                      </u>
TYPED NAME AND TITLE: Joe	Gooden Bid Manager
TELEPHONE (WITH AREA CODE): 8	88-388-3224
FAX NUMBER (WITH AREA CODE): _8	388-388-6344
E-MAIL: bidnotices@schoolspec	ialty.com
DATE: 10/25/2010	
neither it nor its principals are present	ibmission and signature of this bid renewal form, that ily debarred, suspended, proposed for debarment, uded from participation in this transaction per the (a).
ATTEN PURCI 20430 LAND (813) 7	ICT SCHOOL BOARD OF PASCO COUNTY ITION: Andrea Jackson, Purchasing Assistant HASING DEPARTMENT GATOR LANE O' LAKES, FL 34638 '94-2258 (PHONE) '94-2111 (FAX)
District Wide Accreditation	on - Southern Association of Colleges and Schools



20430 Gator Lane • Land O'Takes, Floride 34638 • 813/794-2221

Heather Protentino, Superintendent REPRESENTATION & 12.71 and Department of Purchasing Kembra Goedman, CPFO, CPPB, Purchasing Agent 813/794-2221 Fax: 813/794-2111 727/774-2221 TOO: 813/794-2484 352/524-221 e-mail: ligeodman@pasco.kf2.fl.us BID REMEWAL REQUEST MD #09-065-CC BID TITLE: Early Chachood Equipment & Supplies Yes, I agree to renew Written Quote #09-065-CC under the same terms and conditions as the existing bid. The second year present shall be from January 2, 2011 through January 1, 2012. No. I do not earse to renew \$39-055-CC. Lakeshore Learning Materials COMPANY NAME SIGNATURE: TYPED NAME AND TITLE: DICAS TELEPHONE (WITH AREA CODE): 1800) 421-5354 FAX NUMBER (WITH AREA CODE): \_\_(310) 537-7990 biddept@lakeshorelearning.com The prospective bidder certifies, by submission and signature of this bid renewal form, that neither it not its principals are presently debarred, suspended, proposed for debarrent, declared ineligible, or volumearly excluded from participation in this transaction per the provisions of Florida Statute 287.193(2)(a). PLEASE FAX BACK TO: DISTRICT SCHOOL BOARD OF PASCO COUNTY ATTENTION: Andrea Jackson, Purchasing Assistant PURCHASING DEPARTMENT 20430 GATOR LANE LAND O'LAKES, FL 34838

(813) 794-2258 (PHONE) (813) 794-2111 (FAX) SBPC\_Purchasing



# District School Board of Pasco County

20430 Gotor Lane • Land O' Lakes, Florida 34538 • 813/794-2221

Beather Finrentino, Superinsendent

NEW DESCRIPTION OF THE PARTY OF

Department of Purchasing

Kendra Goodman, CPPO, CPPB, Purchasing Agent

727/774-2221

813/794-2221 Fax: B13/794-2111 TDD: 813/794-2484

352/524-7221

e-mail: kgoodman@essoc.k12.fl.us

BID RENEWAL REQUEST BID 209-065-CC BID TWLE: Early Childhood Equipment & Supplies

and c	agree to renew Written Quote #09-065-00 under the same terms and the existing bid. The second year period shall be from the 2, 2011 through January 1, 2012.
ND, 1	do not agree to renew #09-965-CC.
COMPANY NAME: 50 SIGNATURE: TYPED NAME AND TITLE: TELEPHONE (WITH AREA C	Douglas Barnd, Asst. Secreta 00E) 800-305-0174
	ces @school specialty, com
DATE: 1012011	
neither it nor its principals :	idies, by submission and signature of this bid renewal form, that we presently debarred, suspended, proposed for debarmant, narity excluded from participation in this transaction per the e 287.133(2)(a).
PLEASE FAX BACK TO	DISTRICT SCHOOL BOARD OF PASCO COUNTY ATTENTION: Andrea Jackson, Purchasing Assistant PURCHASING DEPARTMENT 20430 GATOR LANE LAND O' LAKES, FL 34638 (813) 794-2258 (PHONE) (813) 794-2111 (FAX)

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Department of Purchasing Kendra Goodman, 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

December 1, 2009

**MEMORANDUM** 

RE:

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

Second Year Renewal of Three-Year Contract

RFP #09-065-CC, Early Childhood Equipment and Supplies

Childcraft Education Corporation Lakeshore Learning Materials

School Specialty, Inc.

On December 16, 2008, official action (attached) was taken to award the above-referenced RFP to the vendors noted. This RFP is a three-year contract, renewable annually based upon mutual consent of both parties. The first year of the agreement will expire on January 1, 2010.

Considering services have been satisfactory, the vendors were contacted to verify their willingness to enter into the second year of the agreement. They have agreed in writing (attached), to enter into the second year of the contract.

Therefore, at this time, it is my recommendation to enter into the second year of the agreement with the vendors noted above. The second year of the contract will cover the period of January 2, 2010 through January 1, 2011. Should you have any questions regarding this matter, or if I can be of further assistance, please feel free to contact me at your earliest convenience.

KDG/lr

Attachments

District Wide Accreditation . Southern Association of Colleges and Schools

DATE/TIME: NOVEMBER 23, 2009 10:45:00

of Pasco County

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

Heather Piorentino, Superintendent

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Department of Purohasing Kendra Goodman, CPPB, Purchasing Agent 819/794-2221 Fax: 819/794-2111 727/774-2221 TDD: 819/794-2484

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

# BID RENEWAL REQUEST BID #09-065-LR BID TITLE: Equipment & Supplies

	the same and the s	chennes.
conditi	agree to renew Bid #09-065-LR ions as the existing bid. The sec ry 2, 2010 through January 1,	ond year period shall be from
No, I d	lo not agree to renew Bid #09-06	5-LR
COMPANY NAME: CHI	ILDCRAFT EDUCATION CORP.	
SIGNATURE:	STEPHEN MINERSEN	Assistant Secretary
TELEPHONE (WITH AREA OC	DDE): 800-631-56	52
FAX NUMBER (WITH AREA C	ODE): FAX (717) 6	53-7930
	cecbid@childcrafteduc 0V -4 2009	cation.com
neither it nor its principals ar	e presently debarred, suspend arily excluded from participation	ure of this bid renewal form, tha led, proposed for debarment, on in this transaction per the
PLEASE FAX BACK TO:		38
Theraine Wile	ia Accreditation = Southern Association of	Colleges and Caboola

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District School Board of Pasco County

DEC 0 1 2009



20130 Gator Lane • Land O' Lakes, Florida 34638 • 813/794-2221

Meather Fiorentino, Superintersient

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Department of Purchasing

Kendra Goodman, CPPB, Purchasing Agent

813/794-2221

Fax: 813/794-2111

727/774-2221

TDD: 813/794-2484

352/524-2221

e-mall: kgoodman@pasco.k12.fi.us

BID RENEWAL REQUEST BID #09-065-LR BID TITLE: Equipment & Supplies

Yes, I agree to renew Bid #09-065-LR under the same terms and conditions as the existing bid. The second year period shall be from January 2, 2010 through January 1, 2011.

No, I do not agree to renew Bid #09-065-LR

COMPANY NAME: Lakeshore Learning Materials
DICNATURE: DA 2000
TYPED NAME AND TITLE: Diana Lopez - Bid Supervisor
TELEPHONE (MITH AREA CODE): (800) 421-5354
FAX NUMBER (WITH AREA CODE): (310) 537-7990
E-MAIL: dlopez@lakeshorelearning.com
DATE: October 29,2009
DATE:

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: Deb Mateo, CPPB, Buyer Assistant

PURCHASING DEPARTMENT

20430 GATOR LANE

LAND O' LAKES, FL 34638 (813) 794-2234 (PHONE)

(813) 794-2111 (FAX)

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Department of Purchasing Kendra Goodman, CPPB, Purchasing Agent

813/794-2221 F 727/774-2221 T

Fax: 813/794-2111 TDD: 813/794-2484

352/ 524-2221

e-mail: kgoodman@pasco.kt2.fl.us

BID RENEWAL REQUEST
BID #09-065-LR
BID TITLE: Equipment & Supplies

condit	agree to renew Bid #09-065-LR under the same terms and ions as the existing bid. The second year period shall be from ary 2, 2010 through January 1, 2011.
No, 1	do not agree to renew Bid #09-065-LR
COMPANY NAME: 30h	ool specialty
SIGNATURE:	
TYPED NAME AND TITLE:	Scott Kurtzman, Asst. Secretary
TELEPHONE (WITH AREA CO	DDE): 800 - 305 - 0174
FAX NUMBER (WITH AREA C	CODE): 800-775-8314
E-MAIL: SCOTT. KUL	tzman @ schoolspecialty. com
DATE:	
neither it nor its principals ar	ies, by submission and signature of this bid renewal form, that represently debarred, suspended, proposed for debarment, arily excluded from participation in this transaction per the 287.133(2)(a).
PLEASE FAX BACK TO:	DISTRICT SCHOOL BOARD OF PASCO COUNTY ATTENTION: Deb Mateo, CPPB, Buyer Assistant

(813) 794-2111 (FAX)

20430 GATOR LANE LAND O' LAKES, FL 34638 (813) 794-2234 (PHONE)

PURCHASING DEPARTMENT

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### District School Board of Pasco County Bid Recommendation

Bid Title	Early Childhood Equipment and Supplies	Number of Vendors Notified	472
Bid Number	09-065-CC	Number of Bids Distributed	36
Date Solicited	October 23, 2008	Number of Vendors Bidding	6
Date Opened	November 18, 2008	Number of Formal "No Bid" Responses	1
Date Board Presentation	December 16, 2008	Funding Source	*Various Funds
Total Savings	\$19,500 (First Year Estimate)	Grand Total of Bid	\$150,000 (First Year Estimate)

### Recommendation:

Recommend acceptance of RFPs as noted on the attached bid tabulation sheet as having the highest average scores and best RFPs meeting written specifications.

### Term of Contract:

This contract is for the purchase of early childhood equipment and supplies on an "as needed" basis to be used throughout the District. This is a three-year contract renewable annually based upon mutual agreement of both parties. The first year of this contract shall be effective from January 2, 2009 to January 1, 2010. Discounts will remain firm and in effect throughout the term of the contract; however pricers may be updated not to exceed twice a year.

### Notations and Exceptions:

Award was made to one (1) proposer per manufacturer (i.e., Jonti Craft, Lakeshore, Little Tikes), with the highest average scores, meeting written specifications. Each RFP was evaluated according to a weighted point system (i.e. discount offered 7, location 3, past history with our district 5, references 5) as outlined in the specifications with scores totaled to obtain the respondents with the highest scores. Copies of the evaluation forms are on file in the Purchasing Department.

Recommend rejection of proposal from Junction of Function, Inc., as they did not bid on the manufacturers as specified in the RFP document (i.e., Childcraft, Community Playthings, etc.).

Request permission to purchase Community Playthings, Environments, Inc., Fisher Price, Lego, Playskool, Play with a Purpose and Radio Flyer items after following District quote thresholds on an "as needed" basis, as no active bids were received. Amount listed above includes those items being purchased on an "as needed" basis.

Offers from the vendors listed herein are the only offers received timely as of the specified opening date and time. All other offers submitted in response to this solicitation, if any, are hereby rejected as late.

Savings were determined by averaging the submitted RFP Discounts and subtracting the discount from the total of bid.

\* Various funding sources: Capital, Enterprise, General, Special Revenue and Internal

### **Bids Evaluated By:**

Chrystal Cahill, Buyer Assistant, Purchasing Department

### Bids Prepared By:

Chrystal Cahill, Buyer Assistant, Purchasing Department

### Reviewed and Authorized By:

Kendra Goodman, CPPB, Purchasing Agent

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2008

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**Beard Approved** 

# DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF C	DATE OF OPENING: November 18, 2008 @ 2:30 PM	Childoraft Education Corporation	Contrax Firmishings Inc	Inotion of Einefin
BID TITLE:	BID TITLE: Early Childhood Equipment and Supplies	P.O. Box 3239	690 Northeast 23rd Avenue	8803 his Cove Circle
BID # 09-065-CC	35-CC	l ancaster DA 17604	Gaineeville El 30800	Maxion El 24440
	Board Meeting December 16, 2008			ממחופס דר פיין די
**:	DESCRIPTION	TOTAL PRICE	TOTAL PRICE	
	Part A (Percentage off of Website)			
	Childcraft		No Bid	No Bid
	RFP TOTAL	302		
	Community Playthings	No Bid	No Bid	No Bid
	Environments, Inc	No Bid	No Bid	No Bid
	Fisher Price	No Bid	No Bid	No Bid
÷	Lakeshore	No Bid	No Bid	No Bid
	RFP TOTAL			
	Гедо	No Bid	No Bid	No Bid
	Little Tikes	No Bid	No Bid	No Bid
	RFP TOTAL			
	Playskool	No Bid	No Bid	No Bid
DE	Play with a Purpose	No Bid	No Bid	No Bid
CI	Radio Flyer	No Bid	No Bid	No Bid
Scho Sco ( 0 1	Whitney Brothers	No Bid	No Bid	No Bid
2	RFP TOTAL			
)0 <u>9</u>	ard			The state of the s
	Part B (Percentage off of MSRP)		To the state of th	The second secon
	Jonti Craft	No Bid	16%	No Bid
	ि RFP TOTAL		83.4	
	ଓ Wood Designs	No Bid	No Bid	No Bid
	े RFP TOTAL			
onty 2008 oved	gos unty		AND	
	scent with additional freight charges, not to			

-					
	DATEC	DATE OF OPENING: November 18, 2008 @ 2:30 PM	Lakeshore Learning Materials	Pyramid School Products	School Specialty, Inc.
<del>-</del>	BID TIT	BID TITLE: Early Childhood Equipment and Supplies	2695 East Dominguez Street	6510 North 54th Street	100 Paragon Parkway
	BID # 0K	BID # 09-065-CC	Carson, CA 90895	Tampa, FL 33610	Mansfield, OH 44903
		Board Meeting December 16, 2008			
		DESCRIPTION	TOTAL PRICE	TOTAL PRICE	TOTAL PRICE
,					
		Part A (Percentage off of Website)			
		Childoraft	No Bid	No Bid	No Bid
	,	RFP TOTAL		A THE STATE OF THE	The state of the s
1		Community Playthings	No Bid	No Bid	No Bid
		Environments, Inc	No Bid	No Bid	No Bid
·		Fisher Price	No Bid	No Bid	No Bid
.•		Lakeshore		No Bid	No Bid
		RFP TOTAL	96.65計算		
		oßen	No Bid	No Bid	No Bid
		Little Tikes	No Bid	No Bid	
		RFP TOTAL			1000
		Playskool	No Bid	No Bid	No Bid
		Play with a Purpose	No Bid	No Bid	No Bid
D		Radio Flyer	No Bid	No Bid	No Bid
EC.	Distri	Whitney Brothers	No Bid	10%	
0	t Sci	RFP TOTAL		80.4	2.7.2
1 2	ool Br				
00	pard ty	Part B (Percentage off of MSRP)			
9		Jonti Craft	No Bid	10%	
þ	-Dj:	RFP TOTAL		74.59	90.00
EC	itric of P	Wood Designs	No Bid	40%	
1	esco	RFP TOTAL		80.4	27.5
6 2	nool o Co				
008	oerd hiy	हैं हैं 1% Discount with additional freight charges, not to exceed 15% of purchase order			
•					

Page 2 of 2