



## 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](http://www.pasco.k12.fl.us)


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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](mailto:kgoodman@pasco.k12.fl.us)

July 5, 2011

### MEMORANDUM

**TO:** Honorable School Board Members

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

**RE:** One-Year Extension of Three-Year Contract  
Bid #09-020-SN Yearbooks – Wesley Chapel High School  
Walsworth

On September 2, 2008, 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 third year of the agreement will expire on September 2, 2011.

Considering services have been satisfactory, Walsworth was contacted to verify their willingness to enter into the one-year extension permitted under the general terms and conditions of the agreement. As such, Walsworth has agreed in writing to enter into the one-year extension of the contract. The one-year extension of the contract will cover the period of September 3, 2011 through September 2, 2012. At this time it is my recommendation to enter into the one-year extension 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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June 16, 2011

## RFP EXTENSION REQUEST

RFP #: 09-020-SN

RFP TITLE: Yearbooks – Wesley Chapel High School

VENDOR: Walsworth

Yes, I agree to extend 09-020-SN for an additional year under the same terms and conditions as the existing contract. The extension year will begin on September 3, 2011 and expire on September 2, 2012.

No, I do not agree to renew 09-020-SN.

Company Name: Walsworth Publishing Company

Signature: Adam A. Livesay Date: 6-16-11

Typed Name and Title: Adam A. Livesay Sales Representative

Telephone (w/area code): 813-230-2812 Fax Number (w/area code): 407-831-0588

DATE DUE: PLEASE FAX TO PURCHASING NO LATER THAN JUNE 22, 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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August 17, 2010

## MEMORANDUM

**TO:** Honorable School Board Members

**FROM:** Kendra Goodman, CPPO, CPPB, Purchasing Agent *Kdg/SNM*

**RE:** Third Year Renewal  
Bid #09-020-SN Yearbooks – Wesley Chapel High School  
Walsworth

On September 2, 2008, Walsworth was recommended to be awarded Wesley Chapel High School's Yearbook contract. The second year of the agreement will expire on September 2, 2010.

Considering services have been satisfactory, Walsworth was contacted to verify their willingness to enter into the third year of the agreement. As such, Walsworth has agreed in writing to enter into the third year of the contract. The third year of the contract will cover the period of September 3, 2010 through September 2, 2011.

If you have any questions, please contact Vickie Jones at 42226 or Stephanie Noble at 42225.

KDG/vj

Attachments

Board Meeting Agenda  
August 17, 2010

District School Board  
of Pasco County

AUG 17 2010



# District School Board of Pasco County

7277 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638 • 813/794-2000

Heather Fiorentino, Superintendent

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### Department of Purchasing

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July 27, 2010

### BID RENEWAL REQUEST

BID #: 09-020-SN

BID TITLE: Yearbooks – Wesley Chapel High School

VENDOR: Walsworth

Yes, I agree to renew 09-020-SN, for the third year under the same terms and conditions as the existing bid quote. The third year will begin on September 3, 2010 and expire on September 2, 2011.

No, I do not agree to renew 09-020-SN.

Company Name: Walsworth

Signature: Jason Talley

Date: 8-3-10

Typed Name and Title: Jason Talley Sales Representative

Telephone (w/area code): 813-641-2028

Fax Number (w/area code): 407-831-0588

DATE DUE: PLEASE FAX TO PURCHASING NO LATER THAN AUGUST 2, 2010

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.

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July 7, 2009

## MEMORANDUM

**TO:** Honorable School Board Members

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

**RE:** Second Year Renewal  
Bid #09-020-SN Yearbooks – Wesley Chapel High School  
Walsworth

On September 2, 2008, Walsworth was recommended to be awarded Wesley Chapel High School's 2008-2009 Yearbook contract. The first year of the agreement will expire on September 2, 2009.

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 September 3, 2009 through September 2, 2010.

If you have any questions, please contact Vickie Jones at 42226 or Stephanie Noble at 42225.

KDG/vj

Attachments (3)

District School Board  
of Pasco County

AUG 17 2010

Board Approved



DATE/TIME:



# District School Board of Pasco County

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June 25, 2009

### BID RENEWAL REQUEST

**BID #: 09-020-SN**

**BID TITLE: Yearbooks - Wesley Chapel High School**

**VENDOR: Walsworth**

Yes, I agree to renew 09-020-SN, for the second year under the same terms and conditions as the existing bid quote. The second year will begin on September 3, 2009 and expire on September 2, 2010.

No, I do not agree to renew 09-020-SN.

Company Name: Walsworth

Signature: Jason Tancey

Date: 6/25/09

Typed Name and Title: JASON TANCEY - Sales Representative

Telephone (w/area code): 813-641-2028

Fax Number (w/area code): 407-831-0588

**DATE DUE: PLEASE FAX TO PURCHASING NO LATER THAN JULY 3, 2009**

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.

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**PURCHASING DEPARTMENT**  
**20430 GATOR LANE**  
**LAND O' LAKES, FL 34638**  
**(813) 794-2226 (PHONE) (813) 794-2713 (FAX)**

District Wide Accreditation • Southern Association of Colleges and Schools

District School Board  
of Pasco County

AUG 17 2010

Board Approved

District School Board  
of Pasco County

JUL 07 2009

Board Approved

# District School Board of Pasco County Bid Recommendation

<b>Bid Title</b>	Wesley Chapel High School Yearbooks	<b>Number of Vendors Notified</b>	184
<b>Bid Number</b>	09-020-SN	<b>Number of Bids Distributed</b>	12
<b>Date Solicited</b>	7/24/2008	<b>Number of Vendors Bidding</b>	3
<b>Date Opened</b>	8/14/2008	<b>Number of Formal "No Bid" Responses</b>	0
<b>Date Board Presentation</b>	9/2/2008	<b>Funding Source</b>	School Internal Funds
<b>Total Savings</b>	N/A	<b>Grand Total of Bid</b>	\$30,112.00

**Recommendation:**

Recommend acceptance of the proposal from Walsworth Publishing Company as noted on the attached tabulation sheet as the proposal receiving the highest total points meeting written specifications. This is a student-direct purchase.

**Term of Contract:**

This is a three-year contract, renewable by mutual agreement of all parties. The first year of the contract will commence on September 3, 2008 and expire on September 2, 2009.

**Notations and Exceptions:**

This proposal was awarded upon a weighted points system. The weighted point criteria were based on the following: Quality (3); Total Price (2); References (2); Workshop Options (1); Support Services (7); and Online Customer Service (5). Points were assigned on a scale of 1 to 5 in each of the above categories, 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:**

- Andy Frelick, Principal, Wesley Chapel High School
- Kelly Duffy, Yearbook Advisor, Wesley Chapel High School
- 1 Faculty Member (on file in Purchasing Department)
- 2 Members of the student body (on file in Purchasing Department)

**Bids Prepared By:**

- Stephanie Noble, Buyer, Purchasing Department
- Nicole Ellis, Buyer Assistant, Purchasing Department

**Reviewed and Authorized By:**

Kendra Goodman, CPPB, Purchasing Agent 

District School Board  
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**JUL 07 2009**  
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District School Board  
of Pasco County

AUG 17 2010

SEP 02 2008

Board Approved

Board Approved

TABULATION SHEET  
YEARBOOKS-RRHS

<b>DATE OF OPENING:</b> August 14, 2008 @ 2:30pm		Jostens, Inc.	Taylor Publishing	Walsworth Yearbooks
<b>BID NAME:</b> Yearbooks-WCHS		24818 Black Creek Court	10707 66th Street North # 9	430 Chimney Rock Drive
<b>BID #:</b> 09-020-SN		Land O' Lakes, FL 34639	Pinellas Park, FL 33782	Ruskin, FL 33570
<b>UNITS:</b>	<b>DESCRIPTION:</b>	<b>TOTAL PRICE</b>	<b>TOTAL PRICE</b>	<b>TOTAL PRICE</b>
	<b>Wesley Chapel High School</b>			
	Base Price:	\$21,000.00	\$25,275.00	\$30,112.00
	<b>TOTAL POINTS:</b>	<b>61.59</b>	<b>69.94</b>	<b>93.32</b>

District School Board  
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