



## DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools


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Department of Purchasing  
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February 5, 2013

### MEMORANDUM

**TO:** Honorable School Board Members

**FROM:** Michael J. Woodall, CPPO, Purchasing Agent 

**RE:** Direct Negotiation 13-043-DN Classroom Supplies Catalog Discount  
Addition of Two (2) Vendors  
John R. Green Company and School Specialty Inc.

On December 18, 2012, official action was granted to allow the Purchasing Department to directly negotiate with interested parties to obtain two (2) additional classroom supply vendors as the intended six (6) vendors requested as part of the original classroom supply RFP 13-043-SB were not attained.

The intent of this direct negotiation is to establish a three-year contract, renewable annually by mutual consent, with up to two (2) vendors to purchase classroom supplies on an "as-needed" basis. Recommend acceptance of proposals from John R. Green Company and School Specialty as noted on the attached tabulation sheet as the responsive, responsible proposals with the highest points meeting written specifications and evaluation criteria.

Expenditures for classroom supplies with the four (4) previously awarded vendors (RFP 13-043-SB) and the two (2) recommended vendors (13-043-DN) are estimated at \$350,000 annually and will be purchased on an "as-needed" basis. The funding source to purchase classroom supplies will be from General and Internal Funds. To sync up dates with RFP 13-043-SB, this contract will commence on February 6, 2013 and continue through December 31, 2013.

If you should have any questions regarding this matter, please contact me at your earliest convenience.

MJW/sb

Attachment

Date/Time: January 30, 2013 08:31:00

District School Board of Pasco County  
Tabulation Sheet

<b>Direct Negotiation # 13-043-DN</b> <b>DN Title: Classroom Supplies Catalog Discount</b>		Becker's School Supplies	Office Quad / d.b.a Classic School Supply	Green Group Enterprises / d.b.a. John R. Green Company	School Specialty Inc.
<b>DN Due Date: January 22, 2013</b>		1500 Melrose Highway	P.O. Box 417 5730 Three Notched Road	411 West Sixth Street	W6316 Design Drive
<b>Board Meeting: February 5, 2013</b>		Pennsauken, NJ 08110-1410	Crozet, VA 22932	Covington, KY 41011	Greenville, WI 54942
<b>Category A</b>	<b>Cost: (15 Point Max)</b>	<b>12.00</b>	<b>12.45</b>	<b>15.00</b>	<b>12.00</b>
<b>Category B</b>	<b>Vendor Inventory (15 Point Max)</b>	<b>7.50</b>	<b>3.75</b>	<b>15.00</b>	<b>11.25</b>
<b>Category C</b>	<b>References: (5 Point Max)</b>	<b>5.00</b>	<b>3.29</b>	<b>4.75</b>	<b>3.33</b>
<b>Category D</b>	<b>Minimum Order Requirements (5 Point Max)</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
<b>Category E</b>	<b>Delivery/Free Shipping Requirements (5 Point Max)</b>	<b>3.33</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
<b>Category F</b>	<b>Customized Online Ordering Requirement (5 Point Max)</b>	<b>0.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
	<b>Catalog Name/Year</b>	Early Childhood Edition 2013	Classic School Supply 2013	John R. Green Quality Teaching Tools 2013	School Specialty Educational Essentials 2013
	<b>Fixed Percentage Discount</b>	18%	27%	25%	15%
<b>Total Points: (50 Point Max)</b>		<b>32.83</b>	<b>34.50</b>	<b>49.75</b>	<b>41.58</b>