

District School Board of Pasco County Bid Recommendation

RFP Title	Yearbooks-Sunlake High School	Number of Vendors Notified	117
RFP Number	13-080-SB	Number of Proposals Distributed	16
Date Solicited	February 25, 2013	Number of Vendors Proposing	4
Date Opened	March 15, 2013	Number of Formal "No Bid" Responses	0
Date Board Presentation	April 16, 2013	Funding Source	School Internal Funds
Total Savings	Estimated \$ 2,000	Grand Total of RFP	Estimated \$35,000

Recommendation: Recommend acceptance of the RFP from Herff Jones Yearbooks as noted on the attached tabulation sheet as the best, responsive and 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 June 7, 2013 and continue through June 6, 2014.

Notations and Exceptions:

This RFP was awarded upon the following point criteria: Total Price (10), Add-Ons (10), References (15), Educational Resources/Website (15), Samples (15), and Workshop Options (5).

The grand total of the RFP was determined by adding the recommended vendor's base price to the anticipated add-ons.

Savings were calculated by subtracting the awarded vendor's base price from the average price of all submittals.

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.

Proposals Evaluated By:


Garry Walthall, Principal, Sunlake High School
Wayne Grumet, Yearbook Adviser, Sunlake High School
3 Students from Sunlake High School - Names on file in Purchasing

Recommendation Prepared By:

Stephanie Bunford, CPPB, Buyer

Reviewed and Authorized By:

Michael J. Woodall, CPPO, Purchasing Agent



Date/Time: April 10, 2013 08:28:00

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

DATE OF OPENING: March 15, 2013 @ 2:30 PM			Balfour	Entourage Yearbooks	Herff Jones Yearbooks 305 Church Street Safety Harbor, FL 34695	Walsworth Publishing Company
RFP TITLE: Yearbooks -Sunlake High School			10707 66th Street N. # 9	745 Alexander Road		1511 Druid Road
RFP #: 13-080-SB			Pinellas Park, FL 33782	Princeton, NJ 08540		Maitland, FL 32751
BOARD MEETING: April 16, 2013						
ITEM#	Units	DESCRIPTION				
Category A	500 copies	Base Price: (10 point Max)	\$27,492.00	\$27,350.00	\$28,389.90	\$30,028.00
			\$6,951.40 InDesign and Photoshop	5% preference \$1,367.50		
			\$34,443.40	\$28,717.50		
		Total Points for Base Price	8.24	9.89	10.00	9.45
Category B		Add-ons: (10 point Max)				
	per copy	1. Cost of additional copies (after the 500 specified)	\$23.88	Did not notate	\$27.37	\$22.50
Deduct	per copy	2. Credit for reduction in quantity of yearbooks	-\$23.88	Did not notate	-\$27.37	-\$22.50
Deduct	per page	3. Credit for reduction in 8 color pages	-\$1,000.00	-\$600.00	-\$825.00	-\$1,555.00
	per page	4. Cost for 8 additional color pages	\$1,523.00	\$800.00	\$825.00	\$1,555.00
	1 line	5. Cost for lines of personalization	\$3.75	\$4.95	\$3.55	\$4.10
	per icon	6. Cost for Icons	\$3.35	\$1.00	\$2.45	\$3.00
	per cover	7. Cost for plastic protective covers	\$1.18	\$4.00	\$0.92	\$1.16
	per section	8. Cost for autograph sections	\$0.59	\$2.00	\$0.73	\$1.65
	per copy	9. Direct sales to students/parents cost	\$1.00	\$0.00	cost of book plus surcharge	\$1.00
	per hour	10. Company Graphic Artist	\$72.00	\$10.00	\$28.00	\$50.00
	per copy	11. Current events insert cost – sewn into book	\$2.20	\$2.00	\$2.20	\$1.60
	per copy	12. Current events insert cost – tape insertion	\$2.20	\$8.00	\$2.35	\$1.60
	per copy	13. Spine copy/decoration (school design cover)	\$0.00	\$0.00	\$0.00	\$0.00
	per copy	14. Spine copy/decoration (company design cover)	\$0.00	\$0.00	\$0.00	\$0.00
	per copy	15. Back cover decoration charge	\$0.00	\$0.00	\$0.00	\$0.00
	per copy	16. Additional silkscreen color applied	\$1.26	\$2.85	\$0.73	\$0.75
	per copy	17. Additional foil – stamp color applied	\$1.26	\$1.50	\$0.96	\$0.95
	per copy	18. Foil – stamp die charge (if new die)	Quote required	\$1.50	Depends on detail	Quote required
	per copy	19. Embossing	\$1.43	\$2.00	\$0.00	\$0.95
	per copy	20. Embossing die charge (if new die)	Quote required	\$2.00	Depends on detail	Quote required
	per copy	21. Metalique/metalay application	\$3.23	\$2.85	\$1.46	\$0.95
	per copy	22. Rounding and Backing	\$0.00	\$4.00	\$0.00	\$0.00
	per copy	23. Four color printed cover	\$0.95	\$0.00	\$0.00	\$0.00
	per copy	24. Mylar lamination for printed cover	\$0.00	\$1.00	\$0.00	\$0.00
	per copy	25. Company – design die cut end-sheets	\$0.00	\$1.50	\$0.00	\$0.00
	per copy	26. Company – design embossed end-sheets	\$0.00	\$2.00	\$0.00	\$0.00
	per copy	27. Company – design foil – stamped end-sheets	\$0.00	\$1.50	\$0.00	\$0.00
	per copy	28. Different front & back end-sheet designs	\$1.13	\$0.00	\$0.00	\$0.00
	per copy	29. Four color process end-sheets, same design front and back	\$0.95	\$0.00	\$0.00	\$0.00
		Total for Add-ons # (3-8,10-17, 19, 21-29):	\$618.48	\$251.15	\$43.35	\$66.71
				5% preference \$12.55		
				\$263.70		
		Total points for Add-ons:	0.70	1.64	10.00	6.50
Category C		References: (15 point Max)	14.75	15.00	14.15	15.00

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Category D		Educational Resources/Website: (15 point Max)	10.60	11.40	11.20	12.40
Category E		Samples: (15 point Max)	9.00	9.40	10.60	8.40
Category F		Workshop Options (5 point Max)	2.40	4.20	2.80	3.60
Total Points: (70 point Max)			45.69	51.53	58.75	55.35