

## District School Board of Pasco County Bid Recommendation

<b>RFP Title</b>	Yearbooks-JW Mitchell High School	<b>Number of Vendors Notified</b>	150
<b>RFP Number</b>	13-083-SB	<b>Number of Proposals Distributed</b>	14
<b>Date Solicited</b>	February 26, 2013	<b>Number of Vendors Proposing</b>	3
<b>Date Opened</b>	March 18, 2013	<b>Number of Formal "No Bid" Responses</b>	0
<b>Date Board Presentation</b>	April 16, 2013	<b>Funding Source</b>	School Internal Funds
<b>Total Savings</b>	Estimated \$ 3,557	<b>Grand Total of RFP</b>	Estimated \$50,000

**Recommendation:** Recommend acceptance of RFP from Walsworth 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 21, 2013 and continue through June 20, 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 with 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:**

Jessica Schultz , Assistant Principal, JW Mitchell High School  
Sabrina Schmitz, Yearbook Adviser, JW Mitchell High School  
2 Students from JW Mitchell 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 08:30:00

DISTRICT SCHOOL BOARD OF PASCO COUNTY BID TABULATION

<b>DATE OF OPENING:</b> March 18, 2013 @ 2:30 PM		Balfour	Herff Jones Yearbooks	Walsworth Publishing Company 1511 Druid Road Maitland, FL 32751
<b>RFP TITLE:</b> Yearbooks -JW Mitchell Ranch High School		10707 66th Street N. # 9	305 Church Street	
<b>RFP #:</b> 13-083-SB		Pinellas Park, FL 33782	Safety Harbor, FL 34695	
<b>BOARD MEETING:</b> April 16, 2013				
<b>Category A</b>	<b>Base Price: (10 point Max)</b>	\$45,894.00	\$50,827.70	\$46,500.00
		\$6,952 InDesign and Photoshop		
		\$52,846.00		
	<b>Total Points for Base Price</b>	<b>8.80</b>	<b>9.15</b>	<b>10.00</b>
<b>Category B</b>	<b>Add-ons: (10 point Max)</b>			
per copy	1. Cost of additional copies (after the 800 specified)	\$29.09	\$36.85	\$20.00
Deduct	2. Credit for reduction in quantity of yearbooks	-\$29.09	-\$36.85	-\$20.00
Deduct	3. Credit for reduction in 8 color pages	-\$1,000.00	-\$825.00	-\$1,560.00
per page	4. Cost for 8 additional color pages	\$1,523.00	\$825.00	\$1,560.00
1 line	5. Cost for lines of personalization	\$3.75	\$3.55	\$3.00
per icon	6. Cost for Icons	\$3.35	\$2.45	\$2.00
per cover	7. Cost for plastic protective covers	\$1.18	\$0.82	\$1.16
per section	8. Cost for autograph sections	\$0.59	\$0.73	\$0.82
per copy	9. Direct sales to students/parents cost	\$1.00	cost of book plus surcharge	\$1.00
per hour	10. Company Graphic Artist	\$72.00	\$28.00	\$35.00
per copy	11. Current events insert cost – sewn into book	\$2.20	\$2.20	\$2.00
per copy	12. Current events insert cost – tape insertion	\$2.20	\$2.35	\$2.00
per copy	13. Spine copy/decoration (school design cover)	\$0.00	\$0.00	\$0.00
per copy	14. Spine copy/decoration (company design cover)	\$0.00	\$0.00	\$0.00
per copy	15. Back cover decoration charge	\$0.00	\$0.00	\$0.00
per copy	16. Additional silkscreen color applied	\$1.05	\$0.73	\$0.75
per copy	17. Additional foil – stamp color applied	\$1.05	\$0.96	\$0.95
per copy	18. Foil – stamp die charge (if new die)	Quote Required	Depends on detail	Quote Required
per copy	19. Embossing	\$0.75	\$0.00	\$0.95
per copy	20. Embossing die charge (if new die)	Quote Required	Depends on detail	Quote Required
per copy	21. Metalique/metalay application	\$2.65	\$1.46	\$0.95
per copy	22. Rounding and Backing	\$0.00	\$0.00	\$0.00
per copy	23. Four color printed cover	\$0.69	\$0.00	\$0.00
per copy	24. Mylar lamination for printed cover	\$0.00	\$0.00	\$0.00
per copy	25. Company – design die cut end-sheets	\$0.00	\$0.00	\$0.00
per copy	26. Company – design embossed end-sheets	\$0.00	\$0.00	\$0.00
per copy	27. Company – design foil – stamped end-sheets	\$0.00	\$0.00	\$0.00
per copy	28. Different front & back end-sheet designs	\$0.84	\$0.00	\$0.00
per copy	29. Four color process end-sheets, same design front and back	\$0.50	\$0.00	\$0.00
	Total for Add-ons # (1-8, 10-17, 19, 21-29):	\$615.80	\$43.25	\$49.58
	<b>Total points for Add-ons:</b>	<b>0.70</b>	<b>10.00</b>	<b>8.72</b>

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<b>BOARD MEETING:</b> April 16, 2013				
<b>Category C</b>	<b>References: (15 point Max)</b>	<b>14.75</b>	<b>14.15</b>	<b>15.00</b>
<b>Category D</b>	<b>Educational Resources/Website: (15 point Max)</b>	<b>7.50</b>	<b>7.75</b>	<b>14.25</b>
<b>Category E</b>	<b>Samples: (15 point Max)</b>	<b>9.50</b>	<b>5.00</b>	<b>13.75</b>
<b>Category F</b>	<b>Workshop Options: (5 point Max)</b>	<b>2.75</b>	<b>2.25</b>	<b>5.00</b>
<b>Total Points: (70 point Max)</b>		<b>44.00</b>	<b>48.30</b>	<b>66.72</b>