## District School Board of Pasco County Bid Recommendation

RFP Title	Elementary School Yearbooks	Number of Vendors Notified	251
RFP Number	13-075-SB	Number of Proposals Distributed	22
Date Solicited	March 7, 2013	Number of Vendors Bidding	9
Date Opened	April 12, 2013	Number of Formal "No Bid" Responses	1
Date Board Presentation	May 21, 2013	Funding Source	Internal Funds
<b>Total Savings</b>	\$52,000 Est.	Grand Total of RFP	\$175,000 Est.

<u>Recommendation</u>: Recommend acceptance of the proposals noted on the attached tabulation sheet as the best, responsive, responsible proposals receiving the highest points for each region.

<u>Term of Contract</u>: This RFP is for the student-direct purchase of yearbooks for all elementary schools throughout the District. This is a three-year contract, renewable annually based upon the mutual consent of the parties. The first year of the contract will commence on July 1, 2013 and continue through June 30, 2014.

Notations and Exceptions: This RFP was awarded by Region. The following point totals were utilized to determine award: Average Base Prices (20), Supplemental Average Prices (10), Add-Ons (10), References (5), Presentation (30), and Quality of Samples (15).

Recommend rejection of the proposal from Entourage as pricing was not provided for all page and copy counts listed on the attachment A. The RFP stated that failure to provide pricing for all items would result in disqualification of the vendor's proposal.

Recommend rejection of the proposal from Herff Jones for changing the page and copy counts configurations. The RFP stated that making these changes would result in disqualification of the vendor's proposal.

Recommend rejection of the proposal from Leonards as they did not provide pricing for all page and copy counts listed on the attachment A. The RFP stated that failure to provide pricing for all items would result in disqualification of the vendor's proposal. In addition, the Principal Place of Business section of the document was not executed. The RFP stated that failure to execute the document would result in disqualification of the vendor's proposal.

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.

**RFP Evaluated By:** School administrators, yearbook advisers, school staff, and one district office representative.

Recommendation Prepared By: Stephanie Bunford, CPPB, Buyer, Purchasing Services Department

Reviewed and Authorized By: Michael J. Woodall, CPPO Purchasing Agent

Date/Time: May 15, 2013 08:44:00

			Entourage	Herff Jones					
DATE OF OPENING: April 12, 2013 @ 2:30 PM		Balfour	Yearbooks	Yearbooks	Inter-State Studio	Jostens			
		10707 66th Street N	745 Alexander	305 Church		3601 Minnesota Drive			
RFP TITLE: Elementary School Yearbooks		#9	Road Suite 4	Street	3500 Snyder Avenue	#400			
		Pinellas Park, FL	Princeton, NJ	Safety Harbor,		Minneapolis, MN			
<b>RFP #:</b> 13-07	75-SB	33728	08540	FL 34695	Sedalia, MO 65301	55435			
						5% preference added			
BOARD ME	ETING: May 21, 2013		~		to A, B, C	to A, B, C			
		- C	, .	ds, Hudson, Mar	y Giella, Moon Lake, N	orthwest, Schrader,			
PHASE 1	Evaluation Criteria:	Shady Hills Elemen	tary Schools						
Category A	Average Base Prices: (20 point Max)	18.93	Disqualified	Disqualified	11.47	11.16			
Category A	Average base Frices. (20 point Max)	10.75	Disquamicu	Disquamicu	11.47	11.10			
Category B	Supplemental Average Prices: (10 point Max)	9.50			5.65	5.57			
8 ,									
Category C	Add-ons: (10 point Max)	6.73			6.26	6.56			
Category D	References: (5 point Max)	5.00			4.92	5.00			
DILL CE II									
PHASE II	Ducamation (20 maint Man)	20			19	26			
Category E	Presentation: (30 point Max)	30			19	26			
Category F	Quality of Samples (15 point Max)	12			12	13			
Cutegory	Quanty of Samples (12 point 1744)								
	Total Points for Region 1: (90 point Max)	82.17			59.30	67.28			
		Region 2 - Calusa,	Region 2 - Calusa, Chasco, Cottee River, Cypress, Deer Park, James M. Marlowe, Mittye P. Locke,						
			Richey Elementary Schools						
PHASE 1	Evaluation Criteria:								
Category A	Average Base Prices: (20 point Max)	18.93	Disqualified	Disqualified	11.47	11.16			
			_	_					
Category B	Supplemental Average Prices: (10 point Max)	9.50			5.65	5.57			
Category C	Add-ons: (10 point Max)	6.73			6.26	6.56			
Category D	References: (5 point Max)	5.00			4.92	5.00			
Category D	References: (5 point wax)	5.00			4.92	5.00			
PHASE II									
Category E	Presentation: (30 point Max)	29.5			21	28			
	\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \								
Category F	Quality of Samples (15 point Max)	13			13	11			
	Total Points for Region 1: (90 point Max)	82.67			62.30	67.28			

					Walsworth Publishing		
DATE OF O	<b>PENING:</b> April 12, 2013 @ 2:30 PM	Leonards	Lifetouch	Strawbridge Studios	Company		
		147 San Marco	5909 Hampton Oaks				
RFP TITLE: Elementary School Yearbooks		Ave	Parkway, Suite N	PO Box 3005	1511 Druid Road		
		St. Augustine, FL					
<b>RFP #:</b> 13-07	75-SB	32085	Tampa, FL 33610	Durham, NC 27715	Maitland, FL 32751		
				5% preference			
BOARD MEETING: May 21, 2013				added to A, B, C			
		Region 1 - Fox Ho	ollow, Gulf Highlands,	Hudson, Mary Giella	, Moon Lake, Northwes		
		Schrader, Shady Hills Elementary Schools					
PHASE 1	Evaluation Criteria:						
Category A	Average Base Prices: (20 point Max)	Disqualified	13.29	13.52	20.00		
Category B	Supplemental Average Prices: (10 point Max)		6.57	6.70	10.00		
Category C	Add-ons: (10 point Max)		7.51	5.43	10.00		
G t B	D 6 (5 : 435 )		7.00	4.60	5.00		
Category D	References: (5 point Max)		5.00	4.60	5.00		
PHASE II							
Category E	Presentation: (30 point Max)		25	25	22		
Category E	1 resentation: (50 point wax)		20				
Category F	Quality of Samples (15 point Max)		15	9	11		
j i i i i i i i i i i i i i i i i i i i	Control of the Contro						
	Total Points for Region 1: (90 point Max)		72.37	64.25	78.00		
		Region 2 - Calusa, Chasco, Cottee River, Cypress, Deer Park, James M. Marlowe,					
		Mittye P. Locke, Richey Elementary Schools					
PHASE 1	Evaluation Criteria:						
Category A	Average Base Prices: (20 point Max)	Disqualified	13.29	13.52	20.00		
	The second secon						
Category B	Supplemental Average Prices: (10 point Max)		6.57	6.70	10.00		
Category C	Add-ons: (10 point Max)		7.51	5.43	10.00		
Category D	References: (5 point Max)		5.00	4.60	5.00		
D							
PHASE II	D (1) (20 1 AM		25	24	26		
Category E	Presentation: (30 point Max)		25	26	26		
Category F	Quality of Samples (15 point Max)		15	9.5	12		
Category F	Quanty of Samples (15 point Max)		13	7.3	14		
	Total Points for Region 1: (90 point Max)		72.37	65.75	83.00		
L	2000 2 000 101 100 101 11 (70 point 11th)		,	100.70	02.00		

			Entourage	Herff Jones						
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RFP TITLE: Elementary School Yearbooks		#9	Road Suite 4	Street	3500 Snyder Avenue	#400				
		Pinellas Park, FL	Princeton, NJ	Safety Harbor,		Minneapolis, MN				
<b>RFP #:</b> 13-07	5-SB	33728	08540	FL 34695	Sedalia, MO 65301	55435				
					_	5% preference added				
BOARD ME	ETING: May 21, 2013				to A, B, C	to A, B, C				
			•	ace, Longleaf, Od	lessa, Seven Springs, Su	ınray, Trinity, Trinity				
		Oaks Elementary S	chools							
PHASE 1	Evaluation Criteria:									
Category A	Average Base Prices: (20 point Max)	18.93	Disqualified	Disqualified	11.47	11.16				
Category B	Supplemental Average Prices: (10 point Max)	9.50			5.65	5.57				
Catagoriu	Add ones (10 maint Man)	6.73			6.26	6.56				
Category C	Add-ons: (10 point Max)	0.73			0.20	0.50				
Category D	References: (5 point Max)	5.00			4.92	5.00				
category B	referencest (e pome izun)	2.00			1.52	2.00				
PHASE II										
Category E	Presentation: (30 point Max)	24			19	24.5				
Category F	Quality of Samples (15 point Max)	12			11	11				
	Total Points for Region 1: (90 point Max)	76.17			58.30	63.78				
	Total Points for Region 1: (90 point Max)		T 1 M 41	0.1.4.1.10.37						
PHASE 1	Evaluation Criteria:	Region 4 - Connerto	Region 4 - Connerton, Lake Myrtle, Oakstead, Pine View, Quail Hollow, Wesley Chapel Elementary							
Category A	Average Base Prices: (20 point Max)	18.93	Disqualified	Disqualified	11.47	11.16				
Category A	Average base i fices. (20 point wax)	10.73	Disquainteu	Disquamieu	11.4/	11.10				
Category B	Supplemental Average Prices: (10 point Max)	9.50			5.65	5.57				
·										
Category C	Add-ons: (10 point Max)	6.73			6.26	6.56				
Category D	References: (5 point Max)	5.00			4.92	5.00				
PHASE II										
Category E	Presentation: (30 point Max)	30			19	26				
Category E	resentation. (50 point vida)	30			17	20				
Category F	Quality of Samples (15 point Max)	12		1	12	13				
	v r r v ( · r · · · · · · · · · · · · · · · · ·									
	Total Points for Region 1: (90 point Max)	82.17			59.30	67.28				

					Walsworth Publishing	
DATE OF OPENING: April 12, 2013 @ 2:30 PM		Leonards	Lifetouch	Strawbridge Studios	Company	
		147 San Marco	5909 Hampton Oaks			
RFP TITLE: Elementary School Yearbooks		Ave	Parkway, Suite N	PO Box 3005	1511 Druid Road	
		St. Augustine, FL				
<b>RFP #:</b> 13-07	5-SB	32085	Tampa, FL 33610	Durham, NC 27715	Maitland, FL 32751	
				5% preference		
BOARD MEETING: May 21, 2013				added to A, B, C		
		Region 3 - Anclote	e, Gulfside, Gulf Trace	, Longleaf, Odessa, S	even Springs, Sunray,	
		Trinity, Trinity O	oaks Elementary School	ls		
PHASE 1	Evaluation Criteria:					
Category A	Average Base Prices: (20 point Max)	Disqualified	13.29	13.52	20.00	
		_				
Category B	Supplemental Average Prices: (10 point Max)		6.57	6.70	10.00	
Category C	Add-ons: (10 point Max)		7.51	5.43	10.00	
Catagory	References: (5 point Max)		5.00	4.60	5.00	
Category D	References: (5 point Max)		5.00	4.00	5.00	
PHASE II						
Category E	Presentation: (30 point Max)		26.5	21	29	
Category F	Quality of Samples (15 point Max)		14	10	12.5	
	Total Points for Region 1: (90 point Max)		72.87	61.25	86.50	
		Region 4 - Connerton, Lake Myrtle, Oakstead, Pine View, Quail Hollow, Wesley				
PHASE 1	Evaluation Criteria:	Chapel Elementary Schools				
Category A	Average Base Prices: (20 point Max)	Disqualified	13.29	13.52	20.00	
Cotogowy D	Supplemental Average Prices: (10 point Max)		6.57	6.70	10.00	
Category B	Supplemental Average Prices: (10 point Max)		0.57	0.70	10.00	
Category C	Add-ons: (10 point Max)		7.51	5.43	10.00	
<b></b>	Pome views)					
Category D	References: (5 point Max)		5.00	4.60	5.00	
PHASE II						
Category E	Presentation: (30 point Max)		25	25	22	
G 4	0 14 65 1 (47 1 1 27 )		15		11	
Category F	Quality of Samples (15 point Max)		15	9	11	
	Total Points for Region 1: (90 point Max)		72.37	64.25	78.00	
	Total I office for Acgion 1. (70 point viax)		12.51	07.23	70.00	

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		Pinellas Park, FL	Princeton, NJ	Safety Harbor,		Minneapolis, MN			
<b>RFP #:</b> 13-07	5-SB	33728	08540	FL 34695	Sedalia, MO 65301	55435			
					_	5% preference added			
BOARD ME	ETING: May 21, 2013				to A, B, C	to A, B, C			
		Region 5 - Centenn	ial, Lacoochee, Pa	sco, Rodney B C	ox, San Antonio, Water	grass, Woodland			
		Elementary Schools	Elementary Schools						
PHASE 1	Evaluation Criteria:								
Category A	Average Base Prices: (20 point Max)	18.93	Disqualified	Disqualified	11.47	11.16			
			-	-					
Category B	Supplemental Average Prices: (10 point Max)	9.50			5.65	5.57			
Category C	Add-ons: (10 point Max)	6.73			6.26	6.56			
		<b>5</b> .00			100	<b>7</b> .00			
Category D	References: (5 point Max)	5.00			4.92	5.00			
PHASE II									
Category E	Presentation: (30 point Max)	26.5			21	26			
Category E	Tresentation: (50 point max)	20.5			21	20			
Category F	Quality of Samples (15 point Max)	14			13	11			
	Total Points for Region 1: (90 point Max)	80.67			62.30	65.28			
		Region 6 - Chester	Region 6 - Chester W. Taylor, Denham Oaks, Double Branch, New River, Sand Pine, Seven Oaks,						
		Veterans, West Zep	Veterans, West Zephyrhills Elementary Schools						
PHASE 1	Evaluation Criteria:								
Category A	Average Base Prices: (20 point Max)	18.93	Disqualified	Disqualified	11.47	11.16			
Category B	Supplemental Average Prices: (10 point Max)	9.50			5.65	5.57			
Category C	Add-ons: (10 point Max)	6.73			6.26	6.56			
Catagama	Defener con (5 maint Man)	5.00			4.92	5.00			
Category D	References: (5 point Max)	5.00			4.92	5.00			
PHASE II									
Category E	Presentation: (30 point Max)	24			19	24.5			
	(- c F								
Category F	Quality of Samples (15 point Max)	12			11	11			
	Total Points for Region 1: (90 point Max)	76.17			58.30	63.78			

					Walsworth Publishing
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				5% preference	
BOARD MEETING: May 21, 2013				added to A, B, C	
		Region 5 - Centen	mial, Lacoochee, Pasco	, Rodney B Cox, San	Antonio, Watergrass,
PHASE 1	Evaluation Criteria:	Woodland Elemen	ntary Schools		
Category A	Average Base Prices: (20 point Max)	Disqualified	13.29	13.52	20.00
Category B	Supplemental Average Prices: (10 point Max)		6.57	6.70	10.00
Category C	Add-ons: (10 point Max)		7.51	5.43	10.00
G t B	D 6 (7 : 435 )		5.00	4.60	7.00
Category D	References: (5 point Max)		5.00	4.60	5.00
PHASE II					
Category E	Presentation: (30 point Max)		27	24	30
					1.2
Category F	Quality of Samples (15 point Max)		15	10.5	13
	Total Points for Region 1: (90 point Max)		74.37	64.75	88.00
	Total I omits for Region 1. (50 point wax)		74.37	04.73	00.00
		<b>5</b>			
DILL CE 1			r W. Taylor, Denham (		•
PHASE 1	Evaluation Criteria:		Veterans, West Zephy	•	
Category A	Average Base Prices: (20 point Max)	Disqualified	13.29	13.52	20.00
Category B	Supplemental Average Prices: (10 point Max)		6.57	6.70	10.00
outegory 2	supplemental interage interest (in point interest)		· ·	0	2000
Category C	Add-ons: (10 point Max)		7.51	5.43	10.00
Category D	References: (5 point Max)		5.00	4.60	5.00
PHASE II					
Category E	Presentation: (30 point Max)		26.5	21	29
Category F	Quality of Samples (15 point Max)		14	10	12.5
Category F	Quality of Samples (15 point Max)		14	10	12.5