

District School Board of Pasco County

Bid Recommendation

Bid Title	Classroom Supplies "Catalog Discount"		Number of Vendors Notified	142
Bid Number	07-062-MK		Number of Bids Distributed	65
Date Solicited	8/30/2006		Number of Vendors Bidding	37
Date Opened	9/27/2006		Number of Formal "No Bid" Responses	3
Date Board Presentation	11/21/2006		Funding Source	101 General Funds
Total Savings	\$23,000		Grand Total of Bid	\$350,000

Recommendation:

Recommend acceptance of bids as noted on the attached tabulation sheet as lowest and best bids meeting written specifications.

Term of Contract:

This is a three year contract, renewable annually by mutual agreement of all parties. The first year of the contract will commence on January 1, 2007 and expire on December 31, 2007.

Notations and Exceptions:

This is a multi-awarded bid (up to six vendors) based upon a weighted point system. The weighted point criteria, was based upon the following: Discounts (6); Warehouse Inventory (3); Store Inventory (4); Vendor Location (4); References (3). As per bid specifications a maximum of six companies were awarded the bid; AFP Industries, Classic School Supply, Schoolhouse Inc., School Specialty, The Learning Depot, and The Learning Station. Estimated annual expenditures will vary depending upon need. However, discounts will remain firm for the duration of the contract. Vendors are permitted to provide new catalogs in January and July.

A total of 28 of the most commonly used bid items were selected from various new elementary, middle and high school orders. Vendors who could supply 80% of these items were considered for award. Bids noted with an asterisk (*) were not considered as their catalogs were either not a general classroom supply catalog or were specific catalogs that are awarded on other District bids.

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:

Nicole Ellis, Buyer Assistant
Vickie Stephens, Purchasing Assistant

Bids Prepared By:

Mina Kaeding, CPPB, Buyer

Reviewed and Authorized By:

Kendra Goodman, CPPB, Purchasing Agent

