

REQUEST FOR PROPOSAL NO. 03C-002B – RFP FOR ADVERTISING DISTRICT-WIDE ADULT AND COMMUNITY EDUCATION PROGRAM SCHEDULE

DATE: August 4, 2005
PRESENTED TO BOARD: September 21, 2005

CONTRACT PERIOD: November 4, 2005 through November 3, 2006
DEPARTMENT: 9039 FUNCTION: 9110 OBJECT: 3710/3930 FUND: 0100
FUNDING SOURCE: Operating Budget – Printing Services and Postage
REQUESTING DEPARTMENT: Curriculum/Learning Support

FINANCIAL IMPACT

The financial impact to the General Fund budget is estimated at \$400,000. The source of funds is the Curriculum/Learning Support budget.

Purchase orders processed from November 4, 2002 through July 14, 2005 total \$983,186.

CONTRACT RENEWAL

Request For Proposal No. 03C-002B was awarded by Board action on October 16, 2002, to Florida Pennysaver/Palm Beach Newspapers for two years from November 4, 2002 through November 3, 2004 with the option to renew for two additional one-year periods.

By Board Action on October 20, 2004, the first option to renew was exercised for the period November 4, 2004 through November 3, 2005.

The second and final option to renew is being exercised for the period November 4, 2005 through November 3, 2006.

Florida Pennysaver/Palm Beach Newspapers has agreed to honor terms, conditions and pricing of existing contract for the forthcoming contract period.

Services to be provided include printing and distribution of Winter, Spring and Fall program schedules for all adult, vocational and community education classes at a firm price per brochure, plus postage. This also includes building, hosting and maintaining a website to feature the programs and courses. There is no additional fee for the website.

RECOMMENDATION: Based on satisfactory performance during the past contract period, it is recommended that the RFP for Advertising District-Wide Adult And Community Education Program Schedule be renewed with Pennysaver/Palm Beach Newspapers for the period November 4, 2005 through November 3, 2006.

Note: Original RFP document is available upon request.

SS:DC:KB

REQUEST FOR PROPOSAL NO. 03C-002B – RFP FOR ADVERTISING DISTRICT-WIDE ADULT AND COMMUNITY EDUCATION PROGRAM SCHEDULE

DATE: October 1, 2004
PRESENTED TO BOARD: October 20, 2004

CONTRACT PERIOD: November 4, 2004 through November 3, 2005
DEPARTMENT: 9084 FUNCTION: 9110 OBJECT: 3710/3930 FUND: 0100
FUNDING SOURCE: Operating Budget – Printing Services and Postage
REQUESTING DEPARTMENT: Curriculum/Learning Support

FINANCIAL IMPACT

The financial impact to the General Fund budget is estimated at \$390,000. The source of funds is the Curriculum/Learning Support budget.

Purchase orders processed from November 4, 2002 through September 30, 2004 total \$734,061.

CONTRACT RENEWAL

Request For Proposal No. 03C-002B was awarded by Board action on October 16, 2002, to Florida Pennysaver/Palm Beach Newspapers for two years from November 4, 2002 through November 3, 2004 with the option to renew for two additional one-year periods.

The first option to renew is now being exercised for the period November 4, 2004 through November 3, 2005.

Florida Pennysaver/Palm Beach Newspapers has agreed to honor terms, conditions and pricing of existing contract for the forthcoming contract period.

Services to be provided include printing and distribution of Winter, Spring and Fall program schedules for all adult, vocational and community education classes at a firm price per brochure, plus postage. This also includes building, hosting and maintaining a website to feature the programs and courses. There is no additional fee for the website.

RECOMMENDATION: Based on satisfactory performance during the past contract period, it is recommended that the term contract for Advertising District-Wide Adult And Community Education Program Schedule be renewed with Florida Pennysaver/Palm Beach Newspapers for the period November 4, 2004 through November 3, 2005.

Note: Original RFP document is available upon request.

SS:DG:KB

REQUEST FOR PROPOSAL NO. 03C-002B – RFP FOR ADVERTISING DISTRICT-WIDE ADULT AND COMMUNITY EDUCATION PROGRAM SCHEDULE

DATE: September 13, 2002 DATE ADVERTISED: August 19, 2002
 DATE SOLICITED: August 13, 2002 DATE OPENED: September 4, 2002
 PRESENTED TO BOARD: October 16, 2002 DATE POSTED: September 13, 2002

CONTRACT PERIOD: November 4, 2002 through November 3, 2004
 DEPARTMENT: 9041 FUNCTION: 9110 OBJECT: 3710/3930 FUND: 0100
 FUNDING SOURCE: Operating Budget – Printing Services and Postage
 REQUESTING DEPARTMENT: Instructional Support
 20 RFPs Solicited, 5 Responses (4 RFPs, 1 No Proposal) 15 No Response
 6 M/WBEs Solicited, 1M/WBE Responses (0 RFPs, 1 No Proposal) 5 M/WBE No Response

FINANCIAL IMPACT

The financial impact to the General Fund budget is estimated at \$751,484. The source of funds is the Instructional Support budget.

Purchase orders processed from November 4, 1999 through September 13, 2002 total \$1,020,431.

Services to be provided include printing and distribution of Winter, Spring and Fall program schedules for all adult, vocational and community education classes at a firm price per brochure plus postage. This will also include building, hosting and maintaining a website to feature the programs and courses. There is no fee for the website.

VENDOR	MINORITY STATUS	TOTAL POINTS AWARDED
Florida Pennysaver/Palm Beach Newspapers	---	80
Kidd Group	---	48
Sun-Sentinel	---	78
Windermere Communications, Inc.	---	71

LEGEND:

_____ = Award

() = Reject

MINORITY - (2-Black, 3-Hispanic, 4-Indian/Alaska, 5-Asian, 6-Women, 7-Disabled, 8-Other)

CONSIDERATION OF INDEMNIFICATION: Awardee(s) recognizes that in order to comply with FS 725.06 the District must include an amount paid to the awardee(s) in consideration for the awardee(s) agreeing to indemnify the District. The amount of TEN DOLLARS (\$10) to be included on the awardee(s) initial invoice, per Special Condition, Indemnification and Hold Harmless, as consideration for this contract.

The Evaluation Committee, consisting of District staff, convened and reviewed all responsive proposals. It is the recommendation of the Committee to award this contract to the highest rated proposer.

RECOMMENDATION: I recommend contract award be made to the highest rated responsive, responsible proposer based on the evaluation criteria outlined in the RFP.

Failure to file a protest within the time prescribed in §120.57(3), Florida Statutes, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes and applicable Board rules, regulations and policies. 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.

If a proposer wishes to protest a RFP, they must do so in strict accordance with the procedures outlined in FS 120.57(3). Any person who files an action protesting a decision or intended decision pertaining to this RFP pursuant to FS 120.57(3)(b), shall post with the Purchasing Department, at the time of filing the formal written protest, a bond secured by an acceptable surety company in Florida payable to the School District of Palm Beach County in an amount equal to 1 percent (1%) of the total estimated contract value, but not less than \$500 nor more than \$5,000. Bond shall be conditioned upon the payment of all costs that may be adjudged against the protester in the administrative hearing in which the action is brought and in any subsequent appellate court proceeding. In lieu of a bond, a cashier's check, certified bank check, bank certified company check or money order will be acceptable form of security. If, after completion of the administrative hearing process and any appellate court proceedings, the District prevails, it shall recover all costs and charges included in the final order of judgment, including charges by the Division of Administrative Hearings. Upon payment of such costs and charges by the protester, the protest security shall be returned. If the protest prevails, he or she shall recover from the District all costs and charges, which shall be included in the final order of judgment.

SS: DJ:SB:CS:KB:jm
C.S.
9/13/02 - JCH

CONSENSUS SCORES

RFP 03C-002B REQUEST FOR PROPOSAL FOR ADVERTISING DISTRICT – WIDE ADULT COMMUNITY EDUCATION PROGRAM SCHEDULE				
Evaluation Criteria	FLORIDA PENNYSAVER	KIDD GROUP	SUN-SENTINEL	WINDERMERE
1. Experience and Qualifications of the Firm and Staff (Points Available: 20)	19	13	19	18
2. Approach/Methodology (Points Available: 35)	31	20	33	28
3. Cost of Services (Points Available: 35)	30	15	26	25
4. Minority/Women Business Participation (Points Available: 10)	0	0	0	0
GRAND TOTAL	80	48	78	71