

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
OFFICE OF THE SUPERINTENDENT
ROBERT W. RUNCIE
SUPERINTENDENT OF SCHOOLS

November 10, 2016

TO: School Board Members

FROM: Maurice L. Woods *MLW*
Chief Strategy & Operations Officer

VIA: Robert W. Runcie *RWR*
Superintendent of Schools

SUBJECT: **NOTIFICATION OF BIDS AND RFPS AWARDED FOR LESS THAN \$500,000
PURSUANT TO SCHOOL BOARD POLICY 3320, PART II, RULES (D), (P), (S)**

In accordance with School Board Policy 3320, please find listed below the bid/Request for Proposal (RFP) and award for the utilization of state contracts or piggyback of other governmental agency contracts less than \$500,000.

Notification to the Board of these amounts does not mean that the amounts shown will be spent. These amounts represent the estimated contract value for purchases that may be made from available funds in various school/department/center budgets and do not require any changes to the District's budget.

New Bid/RFP Award

Bid/RFP	TITLE	LOCATION	AMOUNT
17-040B	Printed Diplomas and Certificates of Completion Contract Period: January 1, 2017, through December 31, 2019	Various Locations	\$182,000

If you have any questions or require additional information, **please contact Director Ms. Mary C. Coker, Procurement & Warehousing Services at 754-321-0501.**

RWR/MLW/MCC:dm
Attachments

cc: Senior Leadership Team

The School Board of Broward County, Florida
Procurement & Warehousing Services

ITB / RFP No.: <u>17-040B</u>	Tentative Board Meeting Date*: <u>P – DECEMBER 6, 2016</u>
Description: <u>PRINTED DIPLOMAS AND CERTIFICATES OF COMPLETION</u>	Notified: <u>62</u> Downloaded: <u>13</u>
<u>TERM CONTRACT</u>	ITB / RFP Rec'd: <u>2</u> No. Bids: <u>0</u>
For: <u>VARIOUS LOCATIONS</u>	ITB / RFP Opening: <u>SEPTEMBER 14, 2016</u>
Fund: <u>VARIOUS FUNDS</u>	Advertised Date: <u>AUGUST 26, 2016</u>

POSTING OF ITB / RFP RECOMMENDATION/TABULATION: ITB / RFP Recommendations and Tabulations will be posted in the Procurement & Warehousing Services and www.Demandstar.com on **OCTOBER 4, 2016 @ 3:00 pm** and will remain posted for 72 hours. Any person who is adversely affected by the decision or intended decision shall file a notice of protest, in writing, within 72 hours after the posting of the notice of decision or intended decision. The formal written protest shall be filed within ten (10) days after the date the notice of protest is filed. Failure to file a notice of protest or failure to file a formal written protest shall constitute a waiver of proceedings under this chapter. Section 120.57(3)(b), Florida Statutes, states that "The formal written protest shall state with particularity the facts and law upon which the protest is based." Saturdays, Sundays, state holidays and days during which the District is closed shall be excluded in the computation of the 72-hour time period provided. Filings shall be at the office of the Director of Procurement & Warehousing Services, 7720 West Oakland Park Boulevard, Suite 323, Sunrise, Florida 33351. Any person who files an action protesting an intended decision shall post with the School Board, at the time of filing the formal written protest, a bond, payable to The School Board of Broward County, Florida, (SBBC), in an amount equal to one percent (1%) of the estimated value of the contract. Failure to post the bond required by SBBC Policy 3320, Part VIII, Purchasing Policies, Section N, within the time allowed for filing a bond shall constitute a waiver of the right to protest.

(*) The Cone of Silence, as stated in the ITB / RFP, is in effect until this ITB / RFP is approved by SBBC. The Board meeting date stated above is tentative. Confirm with the Purchasing Agent of record for the actual date the Cone of Silence has concluded.

RECOMMENDATION TABULATION

VENDOR NAME(S)

ITEM(S) AWARDED

HERFF JONES, INC.

PRIMARY: A - AH

RECOMMEND THE AWARD BE MADE TO THE ABOVE LOW BIDDER MEETING SPECIFICATIONS, TERMS AND CONDITIONS.

CONTRACT PERIOD: JANUARY 1, 2017, THROUGH DECEMBER 31, 2019

By: _____

(Purchasing Agent)

Date: NOVEMBER 8, 2016

The School Board of Broward County, Florida, prohibits any policy or procedure which results in discrimination on the basis of age, color, disability, gender expression, national origin, marital status, race, religion, sex or sexual orientation. Individuals who wish to file a discrimination complaint, may call the Executive Director, Benefits & EEO Compliance at 754-321-2150 or Teletype Machine (TTY) at 754-321-2158.

Individuals with disabilities requesting accommodations under the Americans with Disabilities Act (ADA) may call the Equal Educational Opportunities (EEO) at 754-321-2150 or Teletype Machine (TTY) at 754-321-2158.

Bid No.: 17-040B
Buyer/Purchasing Agent: Larissa Seda

Bid Title: Printed Diplomas and Certificates of Completion

Bid Opened: 9/14/16

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA				Herff Jones, LLC Indianapolis, IN				AWARD	Jostens, Inc. Minneapolis, MN			
BID TABULATION SHEET												
Item	Description	Quantity	Unit	Bid Unit Price	Bid Price Extension	5% Pref. Unit Price	Pref. Price Extension		Bid Unit Price	Bid Price Extension	5% Pref. Unit Price	Pref. Price Extension
1												
A.	High School Diploma Inserts 6"x8" (6005080)	40,000	ea	\$ 1.13	\$ 45,200.00	\$ 1.1865	\$ 47,460.00		\$ 4.35	\$ 174,000.00	\$ 4.5675	\$ 182,700.00
B.	High School Diploma Inserts, Replacement 6"x8" (6005084)	40	ea	\$ 9.70	\$ 388.00	\$ 10.1850	\$ 407.40		\$ 10.00	\$ 400.00	\$ 10.5000	\$ 420.00
C.	High School Diploma Blank 6"x8" (6005081)	5,000	ea	\$ 0.97	\$ 4,850.00	\$ 1.0185	\$ 5,092.50		\$ 4.35	\$ 21,750.00	\$ 4.5675	\$ 22,837.50
D.	High School Diploma Wallet size 1 1/2"x3" (includes preprinted signatures only) (6005082)	2,000	ea	\$ 0.84	\$ 1,680.00	\$ 0.8820	\$ 1,764.00		\$ 2.50	\$ 5,000.00	\$ 2.6250	\$ 5,250.00
E.	High School Certificates of Completion Inserts 6"x8" (6005090)	5,500	ea	\$ 1.13	\$ 6,215.00	\$ 1.1865	\$ 6,525.75		\$ 4.35	\$ 23,925.00	\$ 4.5675	\$ 25,121.25
F.	High School Certificates of Completion Inserts, Replacement 6"x8" (6005101)	5	ea	\$ 9.70	\$ 48.50	\$ 10.1850	\$ 50.93		\$ 10.00	\$ 50.00	\$ 10.5000	\$ 52.50
G.	High School Certificates of Completion Blank, 6"x8" (includes preprinted signatures only) (6005091)	2,500	ea	\$ 0.97	\$ 2,425.00	\$ 1.0185	\$ 2,546.25		\$ 4.35	\$ 10,875.00	\$ 4.5675	\$ 11,418.75
H.	High School Certificates of Completion Wallet size 1 1/2"x3" (6005092)	1,500	ea	\$ 0.84	\$ 1,260.00	\$ 0.8820	\$ 1,323.00		\$ 2.50	\$ 3,750.00	\$ 2.6250	\$ 3,937.50
I.	Exceptional Student Diploma Inserts 6"x8" (6005110)	800	ea	\$ 1.13	\$ 904.00	\$ 1.1865	\$ 949.20		\$ 4.35	\$ 3,480.00	\$ 4.5675	\$ 3,654.00
J.	Exceptional Student Diploma Inserts, Replacement 6"x8" (6005115)	10	ea	\$ 9.70	\$ 97.00	\$ 10.1850	\$ 101.85		\$ 10.00	\$ 100.00	\$ 10.5000	\$ 105.00
K.	Exceptional Student Diploma Inserts Blank 6"x8" (includes preprinted signatures only) (6005111)	250	ea	\$ 0.97	\$ 242.50	\$ 1.0185	\$ 254.63		\$ 4.35	\$ 1,087.50	\$ 4.5675	\$ 1,141.88
L.	Exceptional Student Diploma Inserts Wallet size 1 1/2"x3" (6005112)	25	ea	\$ 0.84	\$ 21.00	\$ 0.8820	\$ 22.05		\$ 2.50	\$ 62.50	\$ 2.6250	\$ 65.63
M.	Exceptional Student Certificates of Completion Inserts 6"x8" (6005140)	5	ea	\$ 1.13	\$ 5.65	\$ 1.1865	\$ 5.93		\$ 4.35	\$ 21.75	\$ 4.5675	\$ 22.84
N.	Exceptional Student Certificates of Completion Inserts, Replacement 6"x8" (6005141)	5	ea	\$ 9.70	\$ 48.50	\$ 10.1850	\$ 50.93		\$ 4.35	\$ 21.75	\$ 4.5675	\$ 22.84
O.	Exceptional Student Certificates of Completion Inserts Blank 6"x8" (includes preprinted signatures only) (6005160)	5	ea	\$ 0.97	\$ 4.85	\$ 1.0185	\$ 5.09		\$ 4.35	\$ 21.75	\$ 4.5675	\$ 22.84
P.	Exceptional Student Certificates of Completion Wallet size 1 1/2"x3" (6005142)	5	ea	\$ 0.84	\$ 4.20	\$ 0.8820	\$ 4.41		\$ 2.50	\$ 12.50	\$ 2.6250	\$ 13.13
Q.	Adult Diploma Inserts 6"x8" (6005130)	1,250	ea	\$ 1.13	\$ 1,412.50	\$ 1.1865	\$ 1,483.13		\$ 4.35	\$ 5,437.50	\$ 4.5675	\$ 5,709.38
R.	Adult Diploma Inserts, Replacement 6"x8" (6005133)	5	ea	\$ 9.70	\$ 48.50	\$ 10.1850	\$ 50.93		\$ 4.35	\$ 21.75	\$ 4.5675	\$ 22.84
S.	Adult Diploma Inserts, Blank 6"x8" (includes preprinted signatures only) (6005131)	100	ea	\$ 0.97	\$ 97.00	\$ 1.0185	\$ 101.85		\$ 4.35	\$ 435.00	\$ 4.5675	\$ 456.75
T.	Adult Diploma Inserts, Wallet size 1 1/2"x3" (6005132)	5	ea	\$ 0.84	\$ 4.20	\$ 0.8820	\$ 4.41		\$ 2.50	\$ 12.50	\$ 2.6250	\$ 13.13
U.	Adult Special Diploma Inserts 6"x8" (6005150)	5	ea	\$ 1.13	\$ 5.65	\$ 1.1865	\$ 5.93		\$ 4.35	\$ 21.75	\$ 4.5675	\$ 22.84
V.	Adult Special Diploma Inserts, Replacement 6"x8" (6005151)	5	ea	\$ 9.70	\$ 48.50	\$ 10.1850	\$ 50.93		\$ 4.35	\$ 21.75	\$ 4.5675	\$ 22.84
W.	Adult Special Diploma Inserts Blank 6"x8" (includes preprinted signatures) (6005153)	20	ea	\$ 0.97	\$ 19.40	\$ 1.0185	\$ 20.37		\$ 4.35	\$ 87.00	\$ 4.5675	\$ 91.35
X.	Adult Special Diploma Wallet size, 1 1/2"x3" (6005152)	5	ea	\$ 0.84	\$ 4.20	\$ 0.8820	\$ 4.41		\$ 2.50	\$ 12.50	\$ 2.6250	\$ 13.13
Y.	Adult Certificate of Completion Inserts, 6"x8" (6005147)	5	ea	\$ 1.13	\$ 5.65	\$ 1.1865	\$ 5.93		\$ 4.35	\$ 21.75	\$ 4.5675	\$ 22.84
Z.	Adult Certificate of Completion Inserts, Replacement 6"x8" (6005149)	5	ea	\$ 9.70	\$ 48.50	\$ 10.1850	\$ 50.93		\$ 4.35	\$ 21.75	\$ 4.5675	\$ 22.84

Bld Opened: 9/14/16

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