

# Henderson County Schools

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TO: Marganna Stanley, Superintendent and  
Board Members

FROM: Cindy Cloutier  
Director of Finance

DATE: December 15, 2014

SUBJ: Bid Recommendations

## **BID RENEWAL RECOMMENDATIONS:**

**Bid # 31-11-11-12 High School Yearbooks**  
**Bid # 32-11-11-12 Middle School Yearbooks**  
**Bid # 33-11-11-12 Elementary Yearbooks**

All schools were contacted and notified us that they are happy with the service and product from the current vendors, Herff Jones Yearbook Specialist for the high school, Taylor Publishing Co. for the middle schools, and Inter-State Studio, Farr Better, and Taylor Publishing for the elementary schools. We are recommending that these contracts be renewed again for the 15-16 school year.

### **Bid # 23-12-5-12 Refuse Pickup**

The current vendor, Allied Waste (Republic Services) Services, was awarded the original contract in 2012. We renewed the contract last year and Buildings and Grounds has asked that we renew again with the company. Their service has been well received. We are recommending to renew the bid for another year with Allied Waste Services.

## **BID RECOMMENDATIONS:**

### **Bid #17-14-5-12 Student Planners**

Bids were received from Global Datebooks, Premier Agendas, and School Datebooks with 4 vendors not returning bids. All bids were evaluated and Premier Agendas had the lowest evaluation. Premier Agendas also has the copy rights to "The Leader in Me" from The Steven Covey Corporation included in their planners. This is a component schools wanted. We are recommending that the bid be awarded to Premier Agendas.

HENDERSON COUNTY SCHOOLS  
2015-2016 STUDENT PLANNERS  
BID #14-14-5-12  
TABULATION OF BID

Options	Action Agendas	Meridian Planners	Premier Agendas	Quality Planners	School Datebooks	Success by Design	GlobalDatebooks
Base Price of Planner	Elementary (8.5 x 11)		2.50		3.00		1.99
	Middle School (7 x 9)		2.50		3.00		2.20
	Middle School (8.5 X 11)		2.50		3.25		2.25
	High School (5 X 8)		2.83		2.65		3.50
	High School (7 X 9)		3.89		2.98		3.70
Front Cover	Elementary (8.5 x 11)		NC		Included		0.10
	Middle School (7 x 9)		NC		Included		0.10
	Middle School 8.5 X 11		NC		Included		0.10
	High School (5 X 8)		NC		Included		0.10
	High School (7 X 9)		NC		Included		0.10
Back Cover Option #1 (flexible)	Elementary (8.5 x 11)		NC		Included		0.30
	Middle School (7 x 9)		NC		Included		0.30
	Middle School (8.5 X 11)		NC		Included		0.30
	High School (5 X 8)		NC		Included		0.30
	High School (7 x 9)		NC		Included		0.30
Back Cover Option #2 (hardback)	Elementary (8.5 x 11)		0.35		N/A		No bid
	Middle School (7 x 9)		0.35		N/A		No bid
	Middle School (*.5 X 11)		0.35		N/A		No bid
	High School (5 X 8)		0.35		N/A		No bid
	High School (7 X 9)		0.35		N/A		No bid
Binding (plastic spiral)	Elementary (8.5 x 11)		NC		Included		0.00
	Middle School (7 x 9)		NC		Included		0.00
	Middle School 8.5 X 11)		NC		Included		0.00
	High School (5 X 8)		NC		Included		0.00
	High School (7x9)		NC		Included		0.00
Cost per sheet of adding perforations	Elementary (8.5 x 11)		Not Available		N/A		0.00
	Middle School (7 x 9)		Not Available		N/A		0.00
	Middle School (8.5 X 11)		Not Available		N/A		0.00
	High School (5 X 8)		Not Available		N/A		0.00
	High School (7x9)		Not Available		N/A		0.00
Cost for plastic pouch	Elementary (8.5 x 11)		Included NC		Included		0.30
	Middle School (7 x 9)		Included NC		Included		0.30
	Middle School (8.5 X 11)		Included NC		Included		0.30
	High School (5 X 8)		Included NC		Included		0.30
	High School (7x9)		Included NC		Included		0.30
Cost of Teacher Editions	Elementary (8.5 x 11)		2.50		1.00		Same
	Middle School (7 x 9)		2.50		1.00		Same
	Middle School (8.5 X 11)		2.50		1.00		Same
	High School (5 X 8)		2.83		1.00		Same
	High School (7x9)		3.89		1.00		Same
Minimum Page Requirement	Elementary (8.5 x 11)		4 page for HB		0.00		No minimum
	Middle School (7 x 9)		4 page for HB		0.00		No minimum
	Middle School (8.5 X 11)		4 page for HB		0.00		No minimum
	High School (5 X 8)		8 page for HB		0.00		No minimum
	High School (7x9)		12 page for HB		0.00		No minimum
Cost of Additional Pages (4 pg. increments)	Elementary (8.5 x 11)		.01 per page		.20/8		0.12
	Middle School (7 x 9)		.01 per page		.20/8		0.12
	Middle School (8.5 X 11)		.01 per page		.16/8		0.12
	High School (5 X 8)		.08 per page		.12/8		0.12
	High School (7x9)		.12 per page		.16/8		0.12
Are Calendar Page Design Options Included with bid?	Elementary (8.5 x 11)		Yes		No		Yes
	Middle School (7 x 9)		Yes		No		Yes
	Middle School (8.5 X 11)		Yes		No		Yes
	High School (5 X 8)		Yes		Yes		Yes
	High School (7x9)		Yes		Yes		Yes
Are Sample Option Inserts Included with bid?			Yes		See Catalog		Yes
Is Web Page/On-line Service Available?			Yes		Yes		Yes

Returned Invitation No Bid

No Bid

No Bid

No Bid

Options		Action Agendas	Meridian Planners	Premier Agendas	Quality Planners	School Datebooks	Success by Design	GlobalDatebooks
Does high school version have capability to print events on calendar pages?				N/A		Yes		5 x 8/61 7 x 9/98
Is Training/Support Information Included with bid?				Yes		No		Yes
Can Vendor Meet Shipping/Packaging Requirements?				Yes		Yes		Yes
Can Vendor Meet Delivery Deadline of July 18?				Yes		Yes		Yes
Latest Date Final Materials Must Be Provided?	Elementary (8.5 X 11)			May 26, 2015		April 10, 2015		May 4, 2015
	Middle School (7 X 9)			May 26, 2015		April 10, 2015		May 4, 2015
	Middle School (8.5 X 11)			May 26, 2015		April 10, 2015		May 4, 2015
	High School (5 X 8)			May 19, 2015		April 10, 2015		May 4, 2015
	High School (7 X 9)			May 19, 2015		April 10, 2015		May 4, 2015
Reprint Options Cost	Elementary (8.5 X 11)			3.08		\$1.00 more/book		Same
	Middle School (7 X 9)			3.08		\$1.00 more/book		Same
	Middle School (8.5 X 11)			3.08		\$1.00 more/book		Same
	High School (5 X 8)			3.58		\$1.00 more/book		Same
	High School (7 X 9)			4.64		\$1.00 more/book		Same
Minimum Quantity Required for Reprint				50 for Elementary and MS		100.00		300
						100.00		300
				100 for High School		100.00		300
						100.00		300
						100.00		300
Delivery Time for Reprints				3 - 5 Weeks		2 - 6 weeks		6 weeks
References listed?				Yes		Yes		Yes
Contact		Bid Department	Viktoriya Formuzan	K. Craig Timlick	Dan Fischer	Carl dick	Wii Malski	Doug Dratch
Address		2415 Blue Heron Road	3131 W. Main Street	400 Sequoia Dr. Suite 2	268 N. Broadway	2880 US Hwy 231 S Suite 200	3741 Linden Ave SE	144 Turnpike Road, Suite 250
		Grand Junction, Co	Sedalia, MO	Bellingham, WA	Hicksville, NY	Lafayette, IN	Wyoming, MI	Southborough, MA
		81505	65301	98229	11801	47909	49548	1772.00
Phone		800-388-2919	888-724-8512	800-536-2959 x2717	800-869-4158	800-705-7526	800-327-0057	800-610-0189
Fax				800-880-3287		765-471-8874		508-342-7100