



Kenton County School District | It's about ALL kids.

## Issue Paper

**DATE:**

May 25, 2023

**AGENDA ITEM (ACTION ITEM):**

**Consider/Approve** Approve the contract between River Ridge Elementary and School Datebooks (who is a Kenton County discount bid vendor) for the purpose of creating and printing our elementary agendas for the upcoming school year.

**APPLICABLE BOARD POLICY:**

01.1 Legal Status of the Board

**HISTORY/BACKGROUND:**

Each school year we provide student agendas for each student. We have used School Datebooks in the past for this purpose. We would like to enter into a contract again for the design and production of this year's agenda. Students use the agenda to list daily homework assignments and for parent/teacher communications.

**FISCAL/BUDGETARY IMPACT:**

\$ 1,786.05 ARP Funds

**RECOMMENDATION:**

**Approval** Approve the contract between River Ridge Elementary and School Datebooks (who is a Kenton County discount bid vendor) for the purpose of creating and printing our elementary agendas for the upcoming school year.

**CONTACT PERSON:**

Jena Smiddy

  
Principal/Administrator  
District Administrator  
Superintendent

Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.

Principal –complete, print, sign and send to your Director. Director –if approved, sign and put in the Superintendent's mailbox.



# 2023 Classic Primary Block 8.5x11 Quote

2880 Old U.S. Hwy. 231 S.  
Lafayette, IN 47909-2414  
Phone: (800) 705-7526  
Fax: (765) 471-8874

Order online @ [schooldatebooks.com](http://schooldatebooks.com)

**School**  
River Ridge Elem School  
2772 Amsterdam Rd  
Villa Hills, KY 41017

**Administrator**  
Phone: (859) 341-5260  
Fax: (859) 341-5962  
Email:

**Contact**  
Ms Sherry Taylor, Datebooks  
Phone: (859) 341-5260 x 3  
Cell/Summer Number: \_\_\_\_\_  
Email: [sherry.taylor@kenton.kyschools.us](mailto:sherry.taylor@kenton.kyschools.us)

Date: 5/25/2023  
Sales Rep: Carli Payne  
[carli@schooldatebooks.com](mailto:carli@schooldatebooks.com)  
CSR: Jill Sarjent  
[jillsarjent@schooldatebooks.com](mailto:jillsarjent@schooldatebooks.com)

## Billing and Shipping

**Bill To** PO#:  
Kenton County Schools  
Attn Accounts Payable  
1055 Eaton Drive  
Fort Wright, Kentucky 41017  
United States  
Email: [sherry.taylor@kenton.kyschools.us](mailto:sherry.taylor@kenton.kyschools.us)

**Ship To** River Ridge Elem School  
Ms Sherri Taylor  
2772 Amsterdam Rd  
Villa Hills, Kentucky 41017  
United States  
Email:

Desired Delivery Date: 8/31/2023  
Earliest Delivery Date: 8/10/2023

No deliveries prior to 5/1/2023. It is possible that your books may arrive before your Desired Delivery Date. Please take this into account when selecting your dates and make sure the facilities are open and able to accept delivery at this time.  
A 2-week window between the EDD and DDD is required.

Product	#Books	# Custom Pages	Cost/Book	Base Cost
Classic Primary Block 8.5x11	250	0	\$2.79	\$697.50

## FastTrack Pricing

FastTrack	\$697.50	x	0%	\$0.00
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## Discounts \*Discounts do not apply to three-year quotes

4% Discount per year with a three-year quote	\$697.50	x	0.00	-\$0.00
4% Discount for quotes received by 10/28/22*	\$697.50	x	0.00	-\$0.00
3% Discount for quotes received by 12/16/22*	\$697.50	x	0.00	-\$0.00
2% Discount for quotes received by 4/14/23*	\$697.50	x	0.00	-\$0.00
1% School District Discount	\$697.50	x	0.00	-\$0.00

## Cover Options

Standard	\$0.00	x	0	\$0.00
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Primary Block



Note: School name not included on standard cover design.

## Accessories

This Week Marker (Minimum order of 25)	\$0.30	x	0	\$0.00
Teacher Lesson Plan and Grade Book (Minimum order of 25)	\$4.95	x	0	\$0.00

## Adjustments

Percent: Kenton 10% Discount	10.00%	x	\$698.00	-\$69.75
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<b>Adjustments Total</b>	<b>\$69.75</b>
<b>Sub-Total*</b>	<b>\$627.75</b>

Shipping and Handling: 15% , Shipping Discount of 15% Applied, Free Shipping  
Kenton Cty Bid Rate applies to contiguous US/Canada only. International shipping rates may vary and are subject to change after 30 days.

Sales Tax: Exempt#: Provide Certificate	\$0.00
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\* Net 30 (Net due within 30 days from invoice date)\*  
\* Sales tax will be added if applicable

<b>Total (USD)</b>	<b>\$627.75</b>
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\* Exchange policy: Custom orders (which includes handbook, personalized/custom cover, or any enhancements) cannot be exchanged. Non-custom orders can be exchanged for a different product at school's shipping expense. (Shipping must be via traceable method within 30 days of receipt.) No returns.

# River Ridge Elem School / Manage Contract

## Review your contract

### Contract Price

\$627.75

### Number of Books

250

### Number of Pages

0

[View your contract](#)

### Shipping Address

Ms Sherri Taylor, Datebooks  
River Ridge Elem School  
2772 Amsterdam Rd  
Villa Hills, KY 41017

### Billing Address

Attn Accounts Payable, Datebooks  
Kenton County Schools  
1055 Eaton Drive  
Fort Wright, KY 41017

If you need to make any changes to this contract, please contact us using the information below.

### Sales Representative

Carli Payne

[carli@schooldatebooks.com](mailto:carli@schooldatebooks.com)

### Customer Service Representative

Jill Sarjent

[jillsarjent@schooldatebooks.com](mailto:jillsarjent@schooldatebooks.com)

### School Datebooks Phone Number

[\(800\) 795-7528](tel:(800)795-7528)

## Choose Contract Options

### Desired Delivery Date

08/31/2023



### Earliest Delivery Date

08/10/2023



No deliveries prior to 08/10/2023. It is possible that your books may arrive before your Desired Delivery Date. Please take this into account when selecting your dates and make sure the facilities are open and able to accept delivery at this time. A 2-week window between the Earliest Delivery Date and Desired Delivery Date is required to allow for transit time.

[Click here to sign a 3 year contract](#)

☐ 3 year contract

## Select Your Cover Options

Cover



## Digital signature

Your signature will be digitally time-stamped and your IP address will be recorded as a part of your signature. Any changes to the contract will require the contract to be resubmitted.

### Signature

First Name

Last Name

Email

Click the 'Sign contract' button below. An email confirmation will be sent to the email address entered above as well as to the School Datebooks contact listed on the contract.

Buyer understands that handbook material and cover artwork are to be provided to School Datebooks, Inc. ("SDI") in the formats specified and within the deadlines provided in order to meet the desired delivery date. Failure to follow these guidelines may result in delivery delays and/or additional costs to the Buyer. Buyer understands that datebook and cover change requests after submission may result in additional costs and that quantity changes may result in a different per unit cost. Redelivery fees may apply if buyer is unable to accept delivery during the agreed upon delivery window. Cancelled contracts will be subject to a charge of 15% of the contract total or the total of all costs incurred as of the date of cancellation, whichever is greater. Buyer understands that when purchase orders are required, the buyer will be responsible for delivering the purchase order to SDI. In the event that invoices are not paid when due, Buyer will be responsible for any expenses, including reasonable legal fees, incurred by SDI in attempt to collect the balance due. Buyer represents and warrants to SDI that it owns or has the right to use and reproduce any and all trademarks, logos, images or other materials reproduced in this product. Buyer will be responsible for securing any required licenses and/or paying any and all licensing fees that may be due. Buyer agrees to indemnify and hold SDI harmless from and against any and all liability related to the use and reproduction of such items. As a representative of the Buyer, I understand and agree that I have authority to sign this contract and that this contract will remain in effect in the event that I leave my position prior to it.



# 2023 Create 8.5x11 Quote

Order online @ [schooldatebooks.com](http://schooldatebooks.com)

2880 Old U.S. Hwy. 231 S.  
Lafayette, IN 47909-2414  
Phone: (800) 705-7526  
Fax: (765) 471-8874

**School**  
River Ridge Elem School  
2772 Amsterdam Rd  
Villa Hills, KY 41017

**Administrator**  
Phone: (859) 341-5260  
Fax: (859) 341-5962  
Email:

**Contact**  
Ms Sherry Taylor, Datebooks  
Phone: (859) 341-5260 x 3  
Cell/Summer Number: \_\_\_\_\_  
Email: [sherry.taylor@kenton.kyschools.us](mailto:sherry.taylor@kenton.kyschools.us)

Date: 5/25/2023  
Sales Rep: Carli Payne  
[carli@schooldatebooks.com](mailto:carli@schooldatebooks.com)  
CSR: Jill Sarjent  
[jillsarjent@schooldatebooks.com](mailto:jillsarjent@schooldatebooks.com)

## Billing and Shipping

<b>Bill To</b>	<b>PO#:</b> Kenton County Schools Attn Accounts Payable 1055 Eaton Drive Fort Wright, Kentucky 41017 United States Email: <a href="mailto:sherry.taylor@kenton.kyschools.us">sherry.taylor@kenton.kyschools.us</a>	<b>Ship To</b>	River Ridge Elem School Ms Sherri Taylor 2772 Amsterdam Rd Villa Hills, Kentucky 41017 United States Email:	<b>Desired Delivery Date:</b> 8/31/2023 <b>Earliest Delivery Date:</b> 8/10/2023  No deliveries prior to 5/1/2023. It is possible that your books may arrive before your Desired Delivery Date. Please take this into account when selecting your dates and make sure the facilities are open and able to accept delivery at this time. A 2-week window between the EDD and DDD is required.
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Product	#Books	# Custom Pages	Cost/Book	Base Cost
Create 8.5x11	550	0	\$2.34	\$1,287.00

## FastTrack Pricing

FastTrack	\$1,287.00	x	0%	\$0.00
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## Discounts \*Discounts do not apply to three-year quotes

4% Discount per year with a three-year quote	\$1,287.00	x	0.00	-\$0.00
4% Discount for quotes received by 10/28/22*	\$1,287.00	x	0.00	-\$0.00
3% Discount for quotes received by 12/16/22*	\$1,287.00	x	0.00	-\$0.00
2% Discount for quotes received by 4/14/23*	\$1,287.00	x	0.00	-\$0.00
1% School District Discount	\$1,287.00	x	0.00	-\$0.00

## Cover Options

Standard	\$0.00	x	0	\$0.00
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Create



Note: School name not included on standard cover design.

## Accessories

Wall chart	\$7.00	x	0	\$0.00
This Week Marker (Minimum order of 25)	\$0.30	x	0	\$0.00
Teacher Lesson Plan and Grade Book (Minimum order of 25)	\$4.95	x	0	\$0.00

## Adjustments

Percent: Kenton 10% Discount	10.00%	x	\$1,287.00	-\$128.70
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<b>Adjustments Total</b>	<b>\$128.70</b>
<b>Sub-Total*</b>	<b>\$1,158.30</b>

Shipping and Handling: 15% , Shipping Discount of 15% Applied, Free Shipping  
Kenton Cty Bid Rate applies to contiguous US/Canada only. International shipping rates may vary and are subject to change after 30 days.

Sales Tax: Exempt#: Provide Certificate \$0.00

\* Net 30 (Net due within 30 days from invoice date)\*

\* Sales tax will be added if applicable

<b>Total (USD)</b>	<b>\$1,158.30</b>
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\* Exchange policy: Custom orders (which includes handbook, personalized/custom cover, or any enhancements) cannot be exchanged. Non-custom orders can be exchanged for a different product at school's shipping expense. (Shipping must be via traceable method within 30 days of receipt.) No returns.

# River Ridge Elem School / Manage Contract

## Review your contract

### Contract Price

\$1158.30

### Number of Books

550

### Number of Pages

0

[View your contract](#)

### Shipping Address

Ms Sherri Taylor, Datebooks  
River Ridge Elem School  
2772 Amsterdam Rd  
Villa Hills, KY 41017

### Billing Address

Attn Accounts Payable, Datebooks  
Kenton County Schools  
1055 Eaton Drive  
Fort Wright, KY 41017

If you need to make any changes to this contract, please contact us using the information below.

### Sales Representative

Carli Payne

[carli@schooldatebooks.com](mailto:carli@schooldatebooks.com)

### Customer Service Representative

Jill Sarjent

[jillsarjent@schooldatebooks.com](mailto:jillsarjent@schooldatebooks.com)

### School Datebooks Phone Number

(800) 705-7525

## Choose Contract Options

### Desired Delivery Date

08/31/2023

### Earliest Delivery Date

03/10/2023

No deliveries prior to 03/10/2023. It is possible that your books may arrive before your Desired Delivery Date. Please take this into account when selecting your dates and make sure the facilities are open and able to accept delivery at this time. A 2-week window between the Earliest Delivery Date and Desired Delivery Date is required to allow for transit time.

[Click here to sign a 3 year contract](#)

☐ 3 year contract

## Select Your Cover Options

### Cover

## Digital signature

Your signature will be digitally time-stamped and your IP address will be recorded as a part of your signature. Any changes to the contract will require the contract to be resubmitted.

### Signature

First Name

Last Name

Email

Click the 'Sign contract' button below. An email confirmation will be sent to the email address entered above as well as to the School Datebooks contact listed on the contract.

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