

THE SCHOOL DISTRICT OF OSCEOLA COUNTY, FLORIDA
SCHOOL BOARD AGENDA ITEM



DATE: 09/06/2016
 TO: SCHOOL BOARD MEMBERS
 FROM: DR. DEBRA PACE, SUPERINTENDENT

Presentation Consent
 Information Regular

SUBJECT/RECOMMENDATION: Approve Bid Renewal #SDOC-15-B-023-KB, Music Related Supplies & Equipment Catalog Discount

FINANCIAL SOURCE: Funds are available through the General Fund

EXECUTIVE SUMMARY: The purpose of the Invitation To Bid is to establish firm, fixed discounts for the purchase of music related supplies & equipment. Staff requests approval of the attached renewal contracts for the 2015 bid awarded to the following vendors for the two (2) year period as allowed per bid terms and conditions.

| | |
|-------------------------|----------------|
| Peripole, Inc. | Salem, OR |
| Taylor Music | Aberdeen, SD |
| Washington Music Center | Wheaton, MD |
| Wenger | Owatonna, MN |
| West Music | Coralville, IA |



SOLICITATION INFORMATION

SOLICITATION TYPE: Renewal **INFORMATION:** Discounts remain the same as in the 2015 Bid Award.

| Vendor Information | | | |
|--------------------|-------|-------|-------|
| | Local | Other | Total |
| Vendors Notified: | | | |
| Vendors Responded: | | | |
| Vendors Awarded: | | | |

Vendorlink

For additional information regarding this solicitation, please visit Vendorlink at <https://vendorlink.osceola.org/vendor/common/search/solicitations.aspx>.

Type in ID Number:

STRATEGIC PLAN

- | | | |
|--|--|--|
| <p>GOALS:</p> <p>1. ACADEMIC SUCCESS:</p> <p><input type="checkbox"/> 1A. LITERACY <input type="checkbox"/> 1B. MATH <input type="checkbox"/> 1C. COLLEGE & CAREER <input type="checkbox"/> 1D. STEM/CTE <input type="checkbox"/> 1E. COLLABORATIVE PROCESSES</p> <p>4. COMMUNITY ENGAGEMENT:</p> <p><input type="checkbox"/> 4A. COMMUNICATE VALUE <input type="checkbox"/> 4B. BUILD UNDERSTANDING</p> | <p>2. TALENT MANAGEMENT:</p> <p><input type="checkbox"/> 2A. BUILD LEADERSHIP <input type="checkbox"/> 2B. STRENGTHEN RECRUITMENT <input type="checkbox"/> 2C. PROFESSIONAL GROWTH</p> <p>5. GOVERNANCE:</p> <p><input type="checkbox"/> 5A. BUILD CAPACITY <input type="checkbox"/> 5B. CUSTOMER SERVICE</p> | <p>3. FISCAL RESPONSIBILITY:</p> <p><input checked="" type="checkbox"/> 3A. EVALUATE RESOURCES <input type="checkbox"/> 3B. MAXIMIZE FUNDING <input type="checkbox"/> 3C. REVENUE SOURCES</p> |
|--|--|--|

Submitted by: Stacey McMillian, Executive Director, Contract Services

Staff Recommended by: Sarah E. Graber, Chief Business & Finance Officer *SEG*

THE SCHOOL DISTRICT OF OSCEOLA COUNTY, FLORIDA

Purchasing/Property Records/Warehouse

817 Bill Beck Boulevard, Building 2000 • Kissimmee • Florida 34744-4492
Phone: 407-870-4630 • Fax: 407-870-4616 • www.osceolaschools.net

SCHOOL BOARD MEMBERS

- District 1 – Jay Wheeler
407-973-4141
- District 2 – Kelvin Soto
407-361-2462
- District 3 – Tim Welsheyer
407-361-0235
- District 4 – Clarence Thacker, Chair
407-361-7906
- District 5 – Ricky Booth, Vice Chair
407-818-9464



Superintendent
Debra Pace

Executive Director of Contract Services
Stacey McMillian

Supervisor of Purchasing
Cheryl M. Jessee, CPPB, FCCM

July 12, 2016

ORIGINAL



Ms. Lauren Calkin
West Music
1212 5th Street
Coralville, IA 52241

RE: BID RENEWAL REQUEST
ITB #SDOC-15-B-023-KB, Music Related Supplies & Equipment Catalog Discount

Dear Ms. Calkin,

Our current contract with your firm expires on October 7, 2016. Pending School Board approval, we would like to renew this contract for an additional two (2) year period. The bid's terms and conditions allow for one (1) two (2) year renewal of the contract under the same terms and conditions if agreeable to both parties.

The renewal period would begin on October 7, 2016 and expires on October 7, 2018. If you are agreeable to renewing the contract, please sign below and mail the ORIGINAL to the Purchasing Department of the School District of Osceola County by August 2, 2016 so we may ensure the contract continues uninterrupted. You will be notified when this renewal is School Board approved.

Please contact Kathy Brown, Senior Buyer at 407-870-4626 or by email at brownk@osceola.k12.fl.us if you should have any questions. Thank you for your past services, and we look forward to working with you in the future.

Sincerely,

Cheryl Jessee, CPPB, FCCM
Supervisor of Purchasing

West Music agrees to a two year renewal of ITB #SDOC 15-B-023-KB until October 7, 2018. The terms and conditions of the Bid remain in full force and effect except for the term, which is renewed by this letter:

Lauren Calkin
Signature

Director of Customer Relations
Title

8/1/16

Date

Accepted:

The School Board of Osceola County, Florida

Clarence Thacker
Clarence Thacker, Chair Date 9/6/16

Attested by:

Debra Pace 9/6/16
Debra Pace, Superintendent Date

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Superintendent
Debra Pace

Executive Director of Contract Services
Stacey McMillian

Supervisor of Purchasing
Cheryl M. Jessee, CPPB, FCCM

July 12, 2016

ORIGINAL



Mr. John Przygocki
Washington Music Center
11151 Veirs Mill Road
Wheaton, MD 20902

RE: BID RENEWAL REQUEST
ITB #SDOC-15-B-023-KB, Music Related Supplies & Equipment Catalog Discount

Dear Mr. Przygocki,

Our current contract with your firm expires on October 7, 2016. Pending School Board approval, we would like to renew this contract for an additional two (2) year period. The bid's terms and conditions allow for one (1) two (2) year renewal of the contract under the same terms and conditions if agreeable to both parties.

The renewal period would begin on October 7, 2016 and expires on October 7, 2018. If you are agreeable to renewing the contract, please sign below and mail the ORIGINAL to the Purchasing Department of the School District of Osceola County by August 2, 2016 so we may ensure the contract continues uninterrupted. You will be notified when this renewal is School Board approved.

Please contact Kathy Brown, Senior Buyer at 407-870-4626 or by email at brownk@osceola.k12.fl.us if you should have any questions. Thank you for your past services, and we look forward to working with you in the future.

Sincerely,

Handwritten signature of Cheryl Jessee
Cheryl Jessee, CPPB, FCCM
Supervisor of Purchasing

Washington Music Center agrees to a two year renewal of ITB #SDOC 15-B-023-KB until October 7, 2018. The terms and conditions of the Bid remain in full force and effect except for the term, which is renewed by this letter.

Handwritten signature
Signature
7/14/16
Date

Manager School & Govt Sales
Title

Accepted:
The School Board of Osceola County, Florida

Handwritten signature of Clarence Thacker
Clarence Thacker, Chair
Date 9/6/16

Attested by:
Handwritten signature of Debra Pace
Debra Pace, Superintendent
Date 9/6/16

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Superintendent
Debra Pace

Executive Director of Contract Services
Stacey McMillian

Supervisor of Purchasing
Cheryl M. Jessee, CPPB, FCCM

July 12, 2016

ORIGINAL

Ms. Mary McKinney
Taylor Music
513 South Main
Aberdeen, SD 57401



RE: BID RENEWAL REQUEST
ITB #SDOC-15-B-023-KB, Music Related Supplies & Equipment Catalog Discount

Dear Ms. McKinney,

Our current contract with your firm expires on October 7, 2016. Pending School Board approval, we would like to renew this contract for an additional two (2) year period. The bid's terms and conditions allow for one (1) two (2) year renewal of the contract under the same terms and conditions if agreeable to both parties.

The renewal period would begin on October 7, 2016 and expires on October 7, 2018. If you are agreeable to renewing the contract, please sign below and mail the ORIGINAL to the Purchasing Department of the School District of Osceola County by August 2, 2016 so we may ensure the contract continues uninterrupted. You will be notified when this renewal is School Board approved.

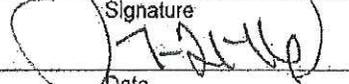
Please contact Kathy Brown, Senior Buyer at 407-870-4626 or by email at brownk@osceola.k12.fl.us if you should have any questions. Thank you for your past services, and we look forward to working with you in the future.

Sincerely,


Cheryl Jessee, CPPB, FCCM
Supervisor of Purchasing

Taylor Music agrees to a two year renewal of ITB #SDOC 15-B-023-KB until October 7, 2018. The terms and conditions of the Bid remain in full force and effect except for the term, which is renewed by this letter.



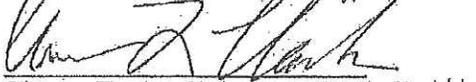
Signature


Date

VP School Bid Sales

Title

Accepted:
The School Board of Osceola County, Florida



Clarence Thacker, Chair Date 9/6/16

Attested by:


Debra Pace, Superintendent Date 9/6/16

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Superintendent
Debra Pace

Executive Director of Contract Services
Stacey McMillian

Supervisor of Purchasing
Cheryl M. Jesse, CPPB, FCCM

July 12, 2016

ORIGINAL

Ms. Carol Lund
Peripole, Inc.
1270 Wilbur Street
Salem, OR 97302.

RE: BID RENEWAL REQUEST
ITB #SDOC-15-B-023-KB, Music Related Supplies & Equipment Catalog Discount

Dear Ms. Lund,

Our current contract with your firm expires on October 7, 2016. Pending School Board approval, we would like to renew this contract for an additional two (2) year period. The bid's terms and conditions allow for one (1) two (2) year renewal of the contract under the same terms and conditions if agreeable to both parties.

The renewal period would begin on October 7, 2016 and expires on October 7, 2018. If you are agreeable to renewing the contract, please sign below and mail the ORIGINAL to the Purchasing Department of the School District of Osceola County by August 2, 2016 so we may ensure the contract continues uninterrupted. You will be notified when this renewal is School Board approved.

Please contact Kathy Brown, Senior Buyer at 407-870-4626 or by email at brownk@osceola.k12.fl.us if you should have any questions. Thank you for your past services, and we look forward to working with you in the future.

Sincerely,


Cheryl Jesse, CPPB, FCCM
Supervisor of Purchasing

*Please refer to Peripole Bid #7096-16%
on all orders.*

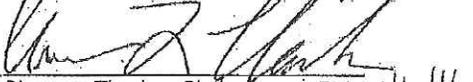
Peripole, Inc. agrees to a two-year renewal of ITB #SDOC 15-B-023-KB until October 7, 2018. The terms and conditions of the Bid remain in full force and effect except for the term, which is renewed by this letter.

Sue Case
Signature

Asst. Bid Director
Title

7-18-2016
Date

Accepted:
The School Board of Osceola County, Florida


Clarence Thacker, Chair Date 9/6/16

Attested by:

Debra Pace, Superintendent Date 9/6/16

RECEIVED
JUL 14 2016
BY:

BOARD
SEP 6 2016
APPROVED

THE SCHOOL DISTRICT OF OSCEOLA COUNTY, FLORIDA

Purchasing/Property Records/Warehouse

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Superintendent
Debra Pace

Executive Director of Contract Services
Stacey McMillian

Supervisor of Purchasing
Cheryl M. Jessée, CPPB, FCCM

July 12, 2016

ORIGINAL

Ms. Cathy Schieffer
Wenger
555 Park Drive
Owatonna, MN 55060



RE: BID RENEWAL REQUEST
ITB #SDOC-15-B-023-KB, Music Related Supplies & Equipment Catalog Discount

Dear Ms. Schieffer,

Our current contract with your firm expires on October 7, 2016. Pending School Board approval, we would like to renew this contract for an additional two (2) year period. The bid's terms and conditions allow for one (1) two (2) year renewal of the contract under the same terms and conditions if agreeable to both parties.

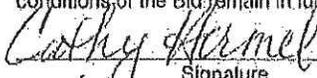
The renewal period would begin on October 7, 2016 and expires on October 7, 2018. If you are agreeable to renewing the contract, please sign below and mail the ORIGINAL to the Purchasing Department of the School District of Osceola County by August 2, 2016 so we may ensure the contract continues uninterrupted. You will be notified when this renewal is School Board approved.

Please contact Kathy Brown, Senior Buyer at 407-870-4626 or by email at brownk@osceola.k12.fl.us if you should have any questions. Thank you for your past services, and we look forward to working with you in the future.

Sincerely,

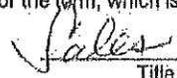

Cheryl Jessée, CPPB, FCCM
Supervisor of Purchasing

Wenger agrees to a two year renewal of ITB #SDOC-15-B-023-KB until October 7, 2018. The terms and conditions of the Bid remain in full force and effect except for the term, which is renewed by this letter.



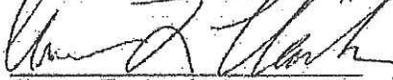
Signature
8/11/2016

Date



Title

Accepted:
The School Board of Osceola County, Florida



Clarence Thacker, Chair Date 9/6/16

Attested by:


Debra Pace, Superintendent Date 9/6/16