

### Agenda Item Details

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Meeting	Feb 24, 2014 - Regular Meeting
Category	7. Consent Agenda
Subject	7.10 Renewal of RFB 11-B06 Magazine Subscriptions, presented by Vince Windham, Program Director, Purchasing, and recommended by the Superintendent for approval.
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Budgeted	Yes
Budget Source	Varies per school
Recommended Action	Motion to approve the one (1) year renewal of RFB 11-B06 Magazine Subscription Service Agency. This is a district wide bid that is used on an as needed basis to purchase magazine subscriptions at fixed discount pricing. The contract is effective March 15, 2014 through March 14, 2015. The vendor is Magazine Subscription Service Agency. A copy of the vendor renewal confirmation letter and the bid tabulation are attached.

### Public Content

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Request approval of the one (1) year renewal of RFB 11-B06 Magazine Subscription Service Agency. This is a district wide bid that is used on an as needed basis to purchase magazine subscriptions at fixed discount pricing. The contract is effective March 15, 2014 through March 14, 2015. The vendor is Magazine Subscription Service Agency. A copy of the vendor renewal confirmation letter and the bid tabulation are attached.

For additional information, please contact Vince Windham, Program Director, Purchasing at (850) 833-7668.

[MAGAZINE SUBSCRIPTION SERVICE AGENCY.pdf \(1,267 KB\)](#)

### Administrative Content

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*Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.*

### Motion & Voting

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Motion to approve the Consent Agenda and all of the Consent Agenda items as recommended by the Superintendent

Motion by Cathy Thigpen, second by Cindy Frakes.

Final Resolution: Motion Carries

Yes: Dewey Destin, Cindy Frakes, Cathy Thigpen, Melissa Thrush, Rodney Walker



SCHOOL DISTRICT OF OKALOOSA COUNTY  
Purchasing Department

SUPERINTENDENT OF SCHOOLS  
MARY BETH JACKSON

ATTORNEY TO THE BOARD  
C. JEFFREY McINNIS, ESQ.

PGM. DIRECTOR - PURCHASING  
VINCE WINDHAM, CPPB



BOARD MEMBERS  
DEWEY DESTIN  
CINDY FRAKES  
CATHY THIGPEN  
MELISSA THRUSH  
RODNEY L. WALKER

January 14, 2014

Magazine Subscription Service Agency  
Attn: Mr. Emmons  
PO Box 217  
Eifers, FL 34680-0217

Mr. Emmons:

On March 14, 2011 the School Board of Okaloosa County, Florida approved RFB 11-806 Magazine Subscriptions District Wide. The original award was for the period of March 15, 2011 through March 14, 2014.

Bid terms stated that the School Board has the option, with the consent of the successful vendor, to renew the bid for up to one (1) additional period equal to the initial contract period. We would like to request that this bid be renewed for the period of March 15, 2014 through March 14, 2015.

Please check one of the responses below indicating your decision regarding this request. Sign and return this letter, along with a completed copy of the enclosed Federal Debarment Certification to my attention, no later than Wednesday, February 5, 2014. Feel free to email your response to Becky Perrin at [perrinb@mail.okaloosa.k12.fl.us](mailto:perrinb@mail.okaloosa.k12.fl.us), fax your response to 850-833-6327, or mail to the Purchasing Department, 120 Lowery Place S.E., Fort Walton Beach, FL 32548.

Please fax a current Certificate of Insurance form for your business to the Risk Management Department at 850-833-3195 if insurance was required in the original bid. All contractors must continue to comply with the insurance requirements as provided in the original bid documents. If your Certificate of Insurance is current, or was not a requirement in the original bid documents, please disregard.

Thank you for your consideration. We look forward to doing business with you for another year.

Sincerely,

Vince Windham,  
Program Director of Purchasing

I agree to renew the bid adhering to original terms and conditions, including pricing for an additional one-year period through March 14, 2015.

I decline to renew the bid for an additional one-year period.

Signature\* Richard O. Emmons Title Owner  
Richard O. Emmons Date 01/16/14  
*Please print name*

*\*Note: Must be signed by an officer or employee having the authority to bind the company or firm.*

PURCHASING DEPARTMENT - ADMINISTRATIVE COMPLEX - 120 LOWERY PLACE S.E.  
FORT WALTON BEACH, FLORIDA 32548  
TELEPHONE (850) 833-7668 FAX (850) 833-6327

TABULATION AND RECOMMENDATION FOR RFB 11-B06 MAGAZINE SUBSCRIPTIONS - DISTRICT WIDE

BIDDER	% DISCOUNT OFF OF PUBLISHERS LIST PRICE	NUMBER OF CURRENTLY AVAILABLE TITLES	SUBMITTED PRICE GUIDE/CATALOG?
W.T. Cox Subscriptions	20% with exceptions noted	100,000 plus	No - See Response
Magazine Subscriptions PTP	0-15-30%	1,623 in catalog. Others available	Yes
EBSCO Info Services	15%	300,000	No
Suscription Services of America	Varies - 0-50%	2,000 +	Yes
Magazine Subscription Service Agency	20%	250,000	Yes

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.

**BIDDERS WHO BID "NO BID":** None  
**NON-RESPONSIVE BIDDERS:**

**RECOMMENDATION FOR AWARD:**

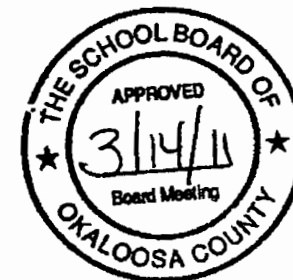
Committee: Maria Lewis Kim Bell  
Debby Hull Dolores Noechel

Committee recommends award to lowest responsible and responsive bid of Magazine Subscription Service Agency as the best overall discount for Magazine Subscriptions. Orders to be placed as needed by each school.

**FUNDING**

Fund Function Object Center Project Amount  
 Each school pays for their own magazines.

\*Failure to file a protest within the time prescribed in Florida Statutes 120.57, Florida Statutes, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.\*



2/28/11 1 PM CST