

Business Operations
Ofelia San Pedro, Deputy Superintendent

SUBJECT: AWARD BID NO. 050-HH02 – RENTAL OF CAPS AND GOWNS

COMMITTEE: SCHOOL SUPPORT ACCOUNTABILITY

LINK TO DISTRICT

STRATEGIC PLAN: EVALUATE AND REDESIGN INTERNAL BUSINESS OPERATIONS

The purpose of this bid, opened on March 20, 2008, is to purchase, at firm unit prices, quantities, as may be required, for the rental of caps and gowns, for various schools. This is a term bid which states that the Board may purchase quantities, as may be required, at the unit price bid, but is not obligated to purchase any guaranteed amount. Two (2) vendors responded to this advertised solicitation.

Benchmarking was completed against the Broward County Public Schools contract and the District's prices were found to be 60% lower.

Fund Source

0100 – General

RECOMMENDED: That The School Board of Miami-Dade County, Florida, **AWARD** Bid No. 050-HH02 – RENTAL OF CAPS AND GOWNS, to purchase, at firm unit prices, quantities, as may be required, for the rental of caps and gowns, for various schools, during the term of the bid, effective June 10, 2008, through June 30, 2010, as follows:

1. HERFF JONES, INC. – CAP & GOWN DIVISION
901 BOB KING DRIVE
ARCOLA, IL 61910 ESTIMATE: \$287,500
OWNER: JOSEPH K. SLAUGHTER, PRESIDENT/C.E.O.

Total Low Bid Received: Items 1A and 1B.

Item 1A – Cap and gown rental @ \$11.50 per set.
Item 1B – Credit for return of fassel @ \$3.50 each.

2. Authorize Procurement Management Services to purchase up to the total estimated amount of \$287,500.

OSP/ae