

Board Meeting Date:	December 18, 2017
Solicitation No.:	RFP 17-068KB
References:	Board Goals 1 and 2
Description:	<p>Sheet Music, Music Supplies, and Related Items (Catalog):</p> <p><u>Recommendation</u></p> <p>The Administration is seeking Board approval for the purchase of sheet music, music supplies, and related items, and authorization for the Superintendent to negotiate and execute the contracts and any subsequent renewals.</p> <p><u>Summary</u></p> <p>RFP 17-068KB requested a percentage discount on sheet music, music supplies, and related items used each year in the District's elementary and secondary music programs. Commonly purchased items include sheet music, music required for the University Interscholastic League (UIL) Concert and Sightreading Evaluations in band, choir, and orchestra as listed on the UIL Prescribed Music List (PML), electronic media, instrument accessories, elementary music instructional materials, etc. District music teachers participated in the evaluation process of the proposals received. Staff recommends a multiple award.</p> <p><u>Background</u></p> <p>The current contract extends until December 20, 2017. The 2016-17 expenditures were \$193,140 and 2017 expenditures to date are \$9,807. An increase of \$50,000 in the estimated expenditures for 2017-18 is included in order to cover program expansion, price increases, and the addition of three new elementary schools and a middle school opening in 2018-19. Expenditures will not exceed \$250,000 per year and are included in the Fine Arts budget.</p>
Requested By:	Joe Rodriguez, Chief of Schools
Vendor:	Alamo Music Center AMC Music, LLC Carolyn Nussbaum Music Company Cascio Interstate Music, Inc. dba Interstate Music Collins Music Center Ed Sueta Music Publications, Inc. Fishburn Violin Fleming Instrument Repair Fort Bend Music Center J.W. Pepper & Son, Inc. Katy Violin Shop

	Lisle Violin Shop Lone Star Percussion Luck's Music Library Macie Publishing Company McCormick's Enterprises Music & Arts Center Music in Motion Music is Elementary Pender's Music Company Percussion Center Peripole, Inc. Shar Products Company Steve Weiss Music Universal Melody Services Wenger Corporation West Music
Budget Sources:	General Funds, Activity Funds
Amount:	\$250,000
Other Supporting Information	
Sole Source:	No
Number of vendors contacted by Purchasing:	10
Number of vendors contacted by FBISD Notification System:	517
Number of vendors downloaded the solicitation:	119
Number of responses received:	29
Number of "no bid" responses received:	1
Length of commitment:	Maximum of five (5) years
Last solicitation date:	October 22, 2012
Supporting documents:	Tabulation and Rubric
Disclosure under Board Policy CH, CV, or DBD (Local):	None

Tabulation Summary
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Vendor	Purchase Price (10 pts. Max)	Reputation of Vendor and Vendor's Goods and Services (5 pts. Max)	Quality of Vendors Goods and Services (15 pts. Max)	Extent to which the Goods and Services Meet the Needs of the District (35 pts. Max)	Vendors Past Relationship with the District (5 pts. Max)	Long Term Cost to the District (10 pts. Max)	Vendor's Principal Place of Business is in the State of Texas or Employs 500 People in State of Texas (5 pts. Max)	Ability to Service District with Staff and Insurance (5 pts. Max)	Standard Form of Agreement (10 pts. Max)	Proposer's Total Score (100 pts. Max)	Proposer's Ranking
Lisle Violin Shop	5.00	3.00	15.00	35.00	5.00	10.00	5.00	5.00	10.00	93.00	1
Wenger Corporation	5.00	5.00	15.00	35.00	5.00	10.00	1.00	5.00	10.00	91.00	2
Fort Bend Music Center	5.00	3.00	14.71	33.71	5.00	8.29	5.00	5.00	10.00	89.71	3
J.W. Pepper & Son, Inc.	5.00	5.00	14.57	33.71	5.00	6.29	5.00	5.00	10.00	89.57	4
Collins Music Center	5.00	5.00	14.00	32.14	5.00	8.00	5.00	5.00	10.00	89.14	5
Fleming Instrument Repair	5.00	3.00	14.14	33.57	5.00	7.00	5.00	5.00	10.00	87.71	6
Luck's Music Library	5.00	1.00	15.00	35.00	5.00	10.00	1.00	5.00	10.00	87.00	7
Steve Weiss Music	10.00	1.00	13.86	31.86	5.00	7.71	1.00	5.00	10.00	85.43	8
Shar Products Company	5.00	1.00	14.43	34.29	5.00	9.71	1.00	5.00	10.00	85.43	8
Pender's Music Company	5.00	3.00	14.14	32.43	5.00	5.86	5.00	5.00	10.00	85.43	8
Lone Star Percussion	5.00	1.00	14.43	32.57	5.00	6.43	5.00	5.00	10.00	84.43	9
Katy Violin Shop	5.00	1.00	13.00	34.29	5.00	9.71	1.00	5.00	10.00	84.00	10
West Music	5.00	1.00	14.71	34.29	5.00	7.57	1.00	5.00	10.00	83.57	11
Music in Motion	5.00	1.00	14.71	29.29	5.00	8.00	5.00	5.00	10.00	83.00	12
Music & Arts Center	5.00	3.00	13.71	32.57	5.00	7.43	1.00	5.00	10.00	82.71	13
Fishburn Violin	5.00	1.00	13.00	30.00	5.00	7.86	5.00	5.00	10.00	81.86	14
Carolyn Nussbaum Music Company	5.00	3.00	13.14	31.00	1.00	7.43	5.00	5.00	10.00	80.57	15
Universal Melody Services	5.00	1.00	13.29	30.71	5.00	5.00	5.00	5.00	10.00	80.00	16
AMC Music, LLC	5.00	3.00	14.71	25.71	5.00	5.29	5.00	5.00	10.00	78.71	17
Peripole, Inc.	5.00	3.00	13.71	32.14	1.00	7.43	1.00	5.00	10.00	78.28	18
Macie Publishing Company	5.00	5.00	14.57	30.00	1.00	5.86	1.00	5.00	10.00	77.43	19
Ed Sueta Music Publications, Inc.	5.00	5.00	13.43	29.86	1.00	5.43	1.00	5.00	10.00	75.72	20
Music is Elementary	5.00	1.00	10.14	29.71	5.00	8.00	1.00	5.00	10.00	74.85	21
Alamo Music Center	5.00	1.00	10.00	29.00	1.00	6.00	5.00	5.00	10.00	72.00	22
Cascio Interstate Music, Inc. dba Interstate Music	5.00	1.00	14.00	22.86	5.00	7.14	1.00	5.00	10.00	71.00	23
McCormick's Enterprises	5.00	1.00	11.29	27.14	5.00	5.43	1.00	5.00	10.00	70.86	24
Percussion Center	5.00	1.00	10.57	17.14	5.00	7.57	5.00	5.00	10.00	66.28	25
Washington Music Center	5.00	5.00	5.00	15.00	5.00	6.14	1.00	5.00	10.00	57.14	26
School Outfitters	5.00	1.00	8.71	16.57	1.00	4.29	1.00	5.00	10.00	52.57	27

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Evaluation criteria: Proposal shall be evaluated using the evaluation criteria listed below. Fort Bend ISD reserves the right to award contract as best meets the District's needs such as per section, groups, or all.

	Evaluation Criteria	Point System
1	Purchase price Offer a fair reasonable price for items procured by Fort Bend ISD.	10 points
2	Reputation of the Vendor and of the Vendor's Goods or Services Proposer should have a solid reputation with other ISD's, Government or Collegiate entities that shows a high level of customer service and a high level of quality of good or services. References are contacted via e-mail with a deadline. If no response received by the deadline, there will be points deducted in this section.	5 points
3	Quality of the Vendor's Goods or Services Vendor's products should be new and of the highest quality with an option to substitute.	15 points
4	Extent to Which the Goods or Services Meet the District's Needs or Specifications	35 points
5	Vendor's Past Relationship With the District	5 points
6	The Long-Term Cost to the District to Acquire the Vendor's Goods or Services	10 points
7	Vendor's Principal Place of Business is in the State of Texas or Employs 500 People in the State of Texas	5 points
8	Ability to Service Our Accounts With Proper Staff and Insurance Requirements Each vendor should identify their process for returns, exchanges, and provide more information about local or account representative.	5 points
9	Extent to which the vendor agrees to our Standard Form of Agreement embedded herein as Appendix A. By signing the Agreement, you assent to the Terms and Conditions of Fort Bend ISD (10 pts.)	10 points
	TOTAL	100 points