

BOT Meeting:	August 13, 2018
Solicitation No.:	RFP 18-070KB
References:	Board Policy Scalable Systems
Description:	<p>Signs, Banners, Related Items and Services:</p> <p><u>Recommendation</u></p> <p>The Administration is seeking Board approval for the purchase of Signs, Banners, and Related Items/Services in an amount not to exceed \$1,500,000 over a five-year period, and authorization for the Superintendent to negotiate and execute the contracts through August 2023.</p> <p><u>Summary</u></p> <p>On May 29, 2018, Fort Bend ISD released an RFP soliciting proposals to establish contracts for the purchase of Signs, Banners, Related Items and Services. This RFP requested a percentage discount on commonly purchased items such as signs (safety, door/hall signs, custom, etc.), banners, athletic field windscreens, etc. Additional items listed within the RFP were flags, chain link fence décor, wall/door wrap graphics, and murals. The District requested hourly and flat rate pricing for items that may require installation and/or labor. This is a new District-wide RFP and staff is recommending a multiple vendor award.</p> <p><u>Background</u></p> <p>Expenditures in 2017-18 were \$285,453 for these items and services. Expenditures will not exceed \$1,500,000 through August 2023, and funding is included in the budget.</p>
Requested By:	Steven Bassett, Chief Financial Officer
Vendors:	<p>All American Flags and Banners, LLC All Awards & Promotions, Inc. ARC Document Solutions Banana, Inc. dba Cabana Banners BJM Associates, Inc. dba Blue Jungle Marketing BSN Sports Dri-Stick Decal Corporation dba Rydin Decal Dynamic Designs, Inc. Expert Signs, Inc. dba Fast Signs Gateway Printing & Office Supply Groggy Dog Sportswear HALO Branded Solutions, Inc. Jeffrey P. Szymanski Corporation Leonetti Graphics, Inc.</p>

	Lone Star Flags and Flagpoles, Inc. Municipal Signs, Inc. dba Smith Municipal Supplies Signarama Katy Fulshear STS Brand, LLC The Document Group Triangle Reproductions, Inc. Waterboy Graphics Worthy Promotions, Inc.
Budget Sources:	General Fund, Activity Funds
Amount:	Not to exceed \$1,500,000 through 2023
Other Supporting Information	
Sole Source:	No
Number of vendors contacted by Purchasing:	20
Number of vendors contacted by FBISD Notification System:	738
Number of vendors downloaded the solicitation:	336, 43 Questions & Answers
Number of responses received:	24
Number of "no bid" responses received:	1
Length of commitment:	Through August 2023
Last solicitation date:	N/A
Supporting documents:	Evaluation Summary and Rubric
Disclosure under Board Policy CH, CV, or DBD (Local):	None

Evaluation 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 the 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
Triangle Reproductions, Inc.	10.00	3.00	14.67	35.00	1.00	9.33	5.00	5.00	10.00	93.00	1
BJM Associates, Inc. dba Blue Jungle Marketing	5.00	5.00	12.90	35.00	5.00	8.07	5.00	5.00	10.00	90.97	2
Gateway Printing & Office Supply, Inc.	10.00	5.00	12.00	35.00	1.00	7.00	5.00	5.00	10.00	90.00	3
Worthy Promotions, Inc.	5.00	3.00	13.00	35.00	5.00	7.67	5.00	5.00	10.00	88.67	4
Expert Signs, Inc. dba Fast Signs	5.00	5.00	13.33	35.00	1.00	8.67	5.00	5.00	10.00	88.00	5
Leonetti Graphics, Inc.	5.00	3.00	14.67	35.00	1.00	9.00	5.00	5.00	10.00	87.67	6
Lone Star Flags and Flagpoles, Inc.	5.00	5.00	14.00	35.00	1.00	7.33	5.00	5.00	10.00	87.33	7
The Document Group	5.00	1.00	15.00	35.00	1.00	8.33	5.00	5.00	10.00	85.33	8
ARC Document Solutions	10.00	0.00	11.33	35.00	1.00	7.67	5.00	5.00	10.00	85.00	9
Municipal Signs, Inc. dba Smith Municipal Supplies	5.00	1.00	14.67	35.00	1.00	8.07	5.00	5.00	10.00	84.74	10
STS Brand, LLC	5.00	3.00	13.00	35.00	1.00	7.53	5.00	5.00	10.00	84.53	11
HALO Branded Solutions, Inc.	5.00	1.00	14.67	35.00	5.00	7.67	1.00	5.00	10.00	84.34	12
Waterboy Graphics	5.00	1.00	14.67	35.00	1.00	7.33	5.00	5.00	10.00	84.00	13
BSN Sports	5.00	1.00	10.33	35.00	5.00	7.00	5.00	5.00	10.00	83.33	14
Jeffrey P. Szymanski Corporation	5.00	1.00	15.00	35.00	1.00	4.90	5.00	5.00	10.00	81.90	15
Groggy Dog Sportswear	5.00	1.00	11.00	35.00	1.00	6.33	5.00	5.00	10.00	79.33	16
Dynamic Designs, Inc.	5.00	1.00	9.67	35.00	1.00	5.33	5.00	5.00	10.00	77.00	17
Banana, Inc. dba Cabana Banners	5.00	0.00	9.00	35.00	1.00	7.00	1.00	5.00	10.00	73.00	18
All Awards & Promotions, Inc.	5.00	0.00	6.67	35.00	1.00	4.67	5.00	5.00	10.00	72.34	19
All American Flags and Banners, LLC	5.00	0.00	6.67	35.00	1.00	4.60	5.00	5.00	10.00	72.27	20
Signarama Katy Fulshear	5.00	0.00	8.00	35.00	1.00	7.00	1.00	5.00	10.00	72.00	21
Dri-Stick Decal Corporation dba Rydin Decal	5.00	0.00	10.00	35.00	1.00	3.57	1.00	5.00	10.00	70.57	22
Healy Awards, Inc.	5.00	0.00	8.00	35.00	1.00	4.23	1.00	5.00	10.00	69.23	23
School Life, a division of Imagestuff	5.00	0.00	7.67	35.00	1.00	3.67	1.00	5.00	10.00	68.34	24

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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 to be 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 will be contacted via e-mail	5 points
3	Quality of the vendor's goods or services Vendor's products should be new and be 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
10	The impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses.	0 points
	TOTAL	100 points