



MEETING OF: February 12, 2013

TITLE: Award of Request for Proposals (RFP) 13-73-17 – Trademark Logo Licensing, Royalties and Protection

ITEM #: 13

Information:

Study:

Action: X

PURPOSE:

It is the intention of the Tucson Unified School District to procure for Trademark Logo Licensing, Royalties and Protection. All information contained in the proposal should remain CONFIDENTIAL until Governing Board Award. This is in compliance with Arizona Administrative Code Rule R7-2-1045-B

DESCRIPTION AND JUSTIFICATION:

RFP 13-73-17 Trademark Logo Licensing, Royalties and Protection - Award recommendation was made by the Evaluation Committee using a weighted instrument for the specific evaluation criteria identified in the RFP. This is a multi-term award to a single vendor beginning upon award with annual renewal options through June 30, 2017. The recommended offeror was determined to have submitted a proposal most advantageous to the District and the rates offered were deemed fair and reasonable. Committee Chairperson/Director of Interscholastics, Herman House, provided the award recommendation letter.

An Executive Summary and the committee's award recommendation will be sent separately to the Governing Board for review as information within the proposals is confidential until award. The Executive Summary details the scope of services, explanation of royalty revenue and potential expenses from the recommended vendor.

The notice of Request for Proposals was sent to 29 vendors as well as being advertised on the District's web site during the solicitation period. Two (2) vendors responded with offers and two (2) No-Bids were received.

Committee Chairperson/Director of Interscholastics, Herman House, provided the award recommendation letter and will be present at the Board Meeting to answer questions. Kevin Startt, Acting Director of Purchasing will be present at the Board Meeting to answer questions about the procurement process.

The Superintendent's Goals on Customer Service and Grants/Partnership Contributions are supported by these services.

BOARD POLICY CONSIDERATIONS:

Governing Board Policy DJ - Purchasing Procedures

LEGAL CONSIDERATIONS:

For all Intergovernmental Agreements (IGAs), Initiator of Agenda Item provides the name of the agency responsible for recording the Agreement after approval:

For amendments to current IGAs, Initiator provides original IGA recording number:

Legal Advisor Signature (if applicable)

BUDGET CONSIDERATIONS:

XX	District Budget
	State/Federal Funds
XX	Other Auxiliary Revenue
<u>Budget Cost</u>	<u>Budget Code</u>
\$1500/logo	Optional Cost


Budget Certification (for use by Office of Financial Services only):

Date
I certify that funds for this expenditure in the amount of \$ are available and may be:
Authorized from current year budget
Authorized with School Board approval
Code: Fund:

INITIATOR(S):

Kevin Startt, Acting Director of Purchasing	2/1/2013
Name	Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

ATTACHMENTS:
Click to download
 Board Confidentiality Statement