

TO: Dr. Gearl Loden
FROM: Julie Weaver
RE: Awarding of Advertised Proposals
& School Day Pictures
DATE: September 25, 2012

Advertisement: RFP1302
Person Responsible: Sharin Chumley
Funding Source: THS Yearbook
Recommendation: Balfour Publishing Co.

Linda Pannell, Julie Weaver and Sarah Kelly accepted two sealed bids at 9:00 AM on Tuesday, September 11, 2012. Please award Balfour Publishing Co. for meeting the specifications for all items listed on this proposal. Proposals were submitted by Balfour Publishing Co. and Entourage Yearbooks. The award process was based on a point system. A committee consisting of Linda Pannell, Julie Weaver, Sharin Chumley and Julie Connolly met on Thursday, September 13, 2012 to award points to each bidder. Balfour Publishing received a total of 94 points with Entourage receiving a total of 69 points.

Advertisement: RFP1303
Person Responsible: Julie Weaver
Funding Source: School Day Pictures
Recommendation: opening 9/24/12 10:00 am