

INDEPENDENT SCHOOL DISTRICT NO. 709
Duluth Public Schools
Historic Old Central High School - 215 N. 1st Avenue E.
Tel. (218) 336-8738 Duluth, Minnesota 55802-2069 Fax (218) 336-8777

MEMORANDUM

TO: Bill Hanson, CFO/Executive Director Business Services
FROM: Tony Kelekovich,^{TK} Supervisor of Purchasing
SUBJECT: RFP-302 – Student Pictures/ID Card – District Wide
DATE: April 25, 2016

Requests for proposals for Student Pictures and Photo ID Cards were advertised and sent to three (3) known vendors.

One (1) response was received from Lifetouch National School Studios with the details shown on the attached spreadsheet.

Based on the pricing structures being offered for various picture packages, ID Cards, plus the set commission rates that were pre-established in the specifications, it is recommended that the proposal meeting specifications as submitted by Lifetouch National School Studios be accepted. Pricing is consistent with the previous contract.

The contract will be for a four (4) year period, July 1, 2016 through June 30, 2020, with annual renewals by mutual agreement.

Lifetouch complied with or exceeded the specifications and criteria requirements listed on the Form of Proposal. Furthermore, Lifetouch has been the contracted vendor with ISD 709 for these services since 2008.

The commissions received shall be deposited in each schools Activity Fund account as picture revenue.

**RFP-302 STUDENT PICTURES/ID CARD – DISTRICT WIDE
VENDOR LIST**

Cahill Studios of Photography
Amery WI

No Response

Interstate Studio
Grand Rapids MN

No Proposal Submitted This Time

Lifetouch National School Studios
Maple Grove MN

See Attached Summary

RFP-302 ANNUAL STUDENT PICTURES/ID SUMMARY

	LIFETOUCH		
I.D.CARD	No Charge		
PACKAGE #1	\$ 17.50		
PACKAGE #2	\$ 13.00		
PACKAGE #3	\$ 11.00		
PACKAGE #4	\$ 9.75		
PACKAGE #5	\$ 9.75		
PACKAGE #6	\$ 6.75		
ADDITIONAL OPTIONS:			
OPTION A	\$ 7.25		
OPTION B	\$ 7.25		
OPTION C	\$ 7.25		
OPTION D	\$ 7.25		
OPTION E	\$ 7.25		
OPTION F	\$ 9.00		
OPTION G	\$ 12.00		
MAXIMUM INCREASE	3%	2017-2018	
	3%	2018-2019	
	3%	2019-2020	

Prices are for elementary and secondary students.