

**IRVING INDEPENDENT SCHOOL DISTRICT
PURCHASING DEPARTMENT**

2621 West Airport Freeway IRVING, TX 75062
PHONE: (972) 215-5440 FAX: (972) 215-5442

This is NOT AN ORDER. It is an invitation to bid or propose.
CSP #09-37 PRINTING OF TESTING MATERIALS

Please RESPOND on the following not later than 3:00 PM, June 11, 2009

SUBMIT ONE ORIGINAL AND ONE COPY OF BID.

Mark sealed envelope "CSP # 09-37 PRINTING OF TESTING MATERIALS". This proposal will open at 3:00 PM, June 11, 2009 and deliver to the Purchasing Office address at the top of this form or mail to:

MAIL TO:
Rick Powell, Director of Purchasing
Irving ISD
P.O. Box 152637
Irving, TX 75015-2637

OR DELIVER TO:

2621 West Airport Freeway
Irving, TX 75062

Any submissions of information or documents to Irving ISD (District) pursuant to this bid or proposal is deemed public information by the District unless the Director of Purchasing of the District is otherwise noticed in writing and responds to vendor in writing receiving said notice. In determining the award of contracts, the District shall consider factors in accordance with Section 44 Texas Education Code. The right is reserved to accept or reject each item separately or as a whole.

IRVING INDEPENDENT SCHOOL DISTRICT

By: 

Richard Powell, Director of Purchasing
rpowell@irvingisd.net

You are representing to Irving ISD that you are authorized to submit this proposal by signing below.

Proposal submitted: (Circle one) YES OR NO BID

Company Name: _____

Signature of authorized representative _____ Date _____

Printed name _____ Email _____

Phone () _____ Fax () _____

Vendors shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, or national origin. Bidder certifies that the company complies with Executive Order 11246, entitled "Equal Employment Opportunity", as amended by Executive Order 11375 and as supplemented in Department of Labor Regulations.

The expiration date of the contract may also be extended for a period agreed to by both parties, not to exceed six months.

All contracts, agreements or any other business affairs with the Irving Independent School District, Irving Texas shall be construed according to the laws of the State of Texas and have venue in a court of competent jurisdiction in Dallas County, Texas.

NON-COLLUSIVE BIDDING CERTIFICATE

By submission of this bid or proposal, the Bidder certifies that:

- a) This bid or proposal has been independently arrived at without collusion with any other Bidder or with any Competitor;
- b) This bid or proposal has not been knowingly disclosed and will not be knowingly disclosed, prior to the opening of bids, or proposals for this project, to any other Bidder, Competitor or potential competitor;
- c) No attempt has been or will be made to induce any other person, partnership or corporation to submit or not to submit a bid or proposal;
- d) The person signing this bid or proposal certifies that he has fully informed himself regarding the accuracy of the statements contained in this certification, and under the penalties being applicable to the Bidder as well as to the person signing in its behalf.

Texas Education Code Section 44.034.
Notification of Criminal History of Contractor

- a) A person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony.

Vendor response (MUST initial): negative _____ or see attached information _____

- b) A school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract.

c) **This section does not apply to a publicly held corporation.** Initial if (c) applies _____

If awarded under this document, vendor agrees to comply, in all relevant respects, with all Federal, State, and Local laws and regulations related to the performance of services or supply of goods to Irving ISD. yes _____ no _____

Signature below certifies accuracy of answers to all sections on this page.

Authorized Signature _____ Printed Name _____

Company Name _____

Telephone Number () _____ Date _____

PAYMENT TERMS

Irving ISD pays net 30 or at point of sale and complies with the State of Texas payment law, Texas Government Code, Chapter 2251.

VISITOR REGISTRY SYSTEM

Pursuant to Section 38.022 of the Texas Education code, vendors must present a valid state or government-issued photo ID before access into the school is granted. This ID will be scanned into a registered sex offender database; any vendor found to be an offender will be denied access into the school. Local law enforcement will be contacted should this occur.

EPCNT

Irving ISD encourages vendors to check yes to the EPCNT clause because other schools can buy with our bid under the same terms. This streamlines the public purchasing process and cuts costs to the public. It also keeps vendors from having to answer multiple bids for many school districts for the same product(s) or services, thereby saving the vendors resources. Do not check yes if doing so would be detrimental to Irving ISD pricing, terms or conditions in your response.

Approximately 56 school districts in the area have formed, through an inter-local agreement, the Educational Purchasing Cooperative of North Texas (EPCNT). You may learn about EPCNT at <http://www.epcnt.com/> Should any of these entities decide to participate in this bid, would you (the vendor) agree to extend your offer to all member school districts? Terms and conditions and pricing must be the same as for Irving ISD.

_____ NO, _____ YES

If vendor checks yes, the following will apply:

Terms and conditions and pricing will be the same as Irving ISD. Members and participants of the EPCNT will be eligible, but not obligated, to purchase materials/services under the contract awarded as a result of this solicitation. All purchases by members and participants other than the Irving ISD will be billed directly to that entity and paid by that entity. Irving ISD will not be responsible for another entity's debts. Each governmental entity will order its own materials/services as needed.

Signature below certifies authorizes EPCNT participation for this offer by the responding vendor.

Signature _____

Printed Name _____

Company Name _____ Date _____

TO BE SIGNED AND RETURNED

CERTIFICATE OF RESIDENCY

The State of Texas has passed a law concerning non-resident contractors. This law can be found in Texas Education Code under Chapter 2252, Subchapter A. This law makes it necessary for the Irving ISD to determine the residency of its offerors. In part, this law reads as follows:

Section: 2252.001

- (3) 'Non-resident bidder' refers to a person who is not a resident.
- (4) 'Resident bidder' refers to a person whose principal place of business is in this state, including a contractor whose ultimate parent company or majority owner has its principal place of business in this state.

Section: 2252.002

A governmental entity may not award a governmental contract to a nonresident bidder unless the nonresident underbids the lowest bid submitted by a responsible resident bidder by an amount that is not less than the amount by which a resident bidder would be required to underbid the nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located."

I certify that _____
(Name of Company Bidding)

is, under Section: 2252.001 (3) and (4), a

_____ Resident Bidder _____ Non-resident Bidder

My principal place of business under Section: 2252.001 (3) and (4), is in the city
of _____ in the state of _____

Signature of Authorized Company Representative

Print Name

Title

Date

Texas Education Code Chapter 22 Contractor Certification for Contractor Employees

Introduction: Texas Education Code Chapter 22 requires entities that contract with school districts to provide services to obtain criminal history record information regarding covered employees. Contractors must certify to the district that they have complied. Covered employees with disqualifying criminal histories are prohibited from serving at a school district.

Definitions: Covered employees: Employees of a contractor or subcontractor who have or will have continuing duties related to the service to be performed at the District and have or will have direct contact with students. The District will be the final arbiter of what constitutes direct contact with students.

Disqualifying criminal history: Any conviction or other criminal history information designated by the District, or one of the following offenses, if at the time of the offense, the victim was under 18 or enrolled in a public school: (a) a felony offense under Title 5, Texas Penal Code; (b) an offense for which a defendant is required to register as a sex offender under Chapter 62, Texas Code of Criminal Procedure; or (c) an equivalent offense under federal law or the laws of another state.

On behalf of _____ ("Contractor"), I certify that

[check one]:

☐ None of the employees of Contractor and any subcontractors are *covered employees*, as defined above. If this box is checked, I further certify that Contractor has taken precautions or imposed conditions to ensure that the employees of Contractor and any subcontractor will not become *covered employees*. Contractor will maintain these precautions or conditions throughout the time the contracted services are provided.

Or

☐ Some or all of the employees of Contractor and any subcontractor are *covered employees*. If this box is checked, I further certify that:

(1) Contractor has obtained all required criminal history record information regarding its covered employees. None of the covered employees has a disqualifying criminal history.

(2) If Contractor receives information that a covered employee subsequently has a reported criminal history, Contractor will immediately remove the covered employee from contract duties and notify the District in writing within 3 business days.

(3) Upon request, Contractor will provide the District with the name and any other requested information of covered employees so that the District may obtain criminal history record information on the covered employees.

(4) If the District objects to the assignment of a covered employee on the basis of the covered employee's criminal history record information, Contractor agrees to discontinue using that covered employee to provide services at the District.

Noncompliance or misrepresentation regarding this certification may be grounds for contract termination.

Company name _____

Printed name of Company Representative: _____

Signature _____ Date _____

***Irving Independent School District
Specifications for Printing of Assessment Materials
2009-2010 School Year***

The Irving Independent School District is seeking a “turn-key” solution to the printing and packaging of locally developed assessment materials for the 2009-2010 school year. These materials include tests for five subject areas at seven different grade levels across elementary and middle school grade levels and in 16 distinct high school level courses. Tests at the elementary school grade levels (2-5) must be printed in both English and Spanish versions. Tests must be delivered to the Irving Independent School District by the specified deadlines, labeled and packaged in small, manageable boxes for delivery to each IISD campus according to grade level, subject and language of the test.

Bids and proposals are evaluated using the criteria specified in Subchapter B, Section 44.031(b) of the Texas Education Code. In making a decision to award the bid, the IISD will consider all of the criteria listed below (HB 273, 80th Legislature):

1. The purchase price; (Total costs including delivery or other service required by District)
2. The reputation of the vendor and of the vendor’s goods or services; (must provide references for district to evaluate, preferably K-12 schools in DFW area)
3. The quality of the vendor’s good or services;(Subject opinion of district staff and/or product reviews of products or services by persons or companies designated by IISD)
4. The extent to which the goods or services meet the district’s needs;
5. The vendor’s past relationship with the district; (products in place, prior services rendered or other experience district has had with vendor)
6. The impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses;
7. The total long-term cost to the district to acquire the vendor’s goods or services; and
8. Any other relevant factor specifically listed in the request for bids or proposals.

Other relevant factors include the ability of the vendor to comply with the deadlines and product delivery specifications in the bid as evaluated by IISD staff designated by the Director of Purchasing.

*Irving Independent School District
Specifications for Printing of Assessment Materials
2009-2010 School Year*

Item1: TEKScheck™ 1

Quantity:	Approximately 92,604 copies of various assessments as shown on attached 2009-2010 Assessment Materials Distribution Tables.
Pages:	Varies by specific test, most likely to be 8-10 pages in length.
Finish:	Printed front and back and stapled in upper left corner on plain white paper. Front cover color-coded using the colors shown in the attached Assessment Materials Color Coding Table.
Originals:	To be delivered to vendor electronically in Adobe “PDF” format not more than ten working days before IISD delivery deadline for TEKScheck™ 1.
Delivery:	By September 15, 2009 - Inside delivery to the IISD Administration Building at 2621 W. Airport Freeway, Irving, Texas 75062.
Packaging:	New cardboard cartons, no larger than 12” x 9” x 9” in size.
Distribution:	Assessment materials to be neatly packaged in new, small, manageable cardboard cartons ready and marked for distribution to schools as indicated in the attached Assessment Materials Distribution Tables. English and Spanish tests must be packaged separately. The assessment materials are to be packaged by campus, grade level (if designated), subject designation, language of assessment (English or Spanish), and bound with shrink wrap in sets of 25. Cartons are to be identified using large, color-coded labels corresponding to the colors on the Assessment Materials Color Coding Table. These labels should be prominently marked with the name of the campus, grade level (if applicable), name or subject of the test, quantity in each box, and the language of the assessment materials inside (i.e. English or Spanish).
Overage:	A specified overage quantity is to be packaged and delivered as indicated in the Delivery and Distribution sections above, but will be marked as “District Overage” instead of a campus name. Quantities printed as shown in the Assessment Materials Distribution Tables, adjusted to the next set of 25, will be paid by IISD; however, quantities printed beyond the adjusted totals will not be paid by IISD.
Adjustments:	A reasonable per-page adjustment of the price for individual tests longer or shorter than the anticipated 8-10 pages may be specified by the vendor.

*Irving Independent School District
Specifications for Printing of Assessment Materials
2009-2010 School Year*

Item2: TEKScheck™ 2

Quantity:	Approximately 105,860 copies of various assessments as shown on attached 2009-2010 Assessment Materials Distribution Tables.
Pages:	Varies by specific test, most likely to be 8-10 pages in length.
Finish:	Printed front and back and stapled in upper left corner on plain white paper. Front cover color-coded using the colors shown in the attached Assessment Materials Color Coding Table.
Originals:	To be delivered to vendor electronically in Adobe "PDF" format not more than ten working days before IISD delivery deadline for TEKScheck™ 2.
Delivery:	By October 13, 2009 - Inside delivery to the IISD Administration Building at 2621 W. Airport Freeway, Irving, Texas 75062.
Packaging:	New cardboard cartons, no larger than 12" x 9" x 9" in size.
Distribution:	Assessment materials to be neatly packaged in new, small, manageable cardboard cartons ready and marked for distribution to schools as indicated in the attached Assessment Materials Distribution Tables. English and Spanish tests must be packaged separately. The assessment materials are to be packaged by campus, grade level (if designated), subject designation, language of assessment (English or Spanish), and bound with shrink wrap in sets of 25. Cartons are to be identified using large, color-coded labels corresponding to the colors on the Assessment Materials Color Coding Table. These labels should be prominently marked with the name of the campus, grade level (if applicable), name or subject of the test, quantity in each box, and the language of the assessment materials inside (i.e. English or Spanish).
Overage:	A specified overage quantity is to be packaged and delivered as indicated in the Delivery and Distribution sections above, but will be marked as "District Overage" instead of a campus name. Quantities printed as shown in the Assessment Materials Distribution Tables, adjusted to the next set of 25, will be paid by IISD; however, quantities printed beyond the adjusted totals will not be paid by IISD.
Adjustments:	A reasonable per-page adjustment of the price for individual tests longer or shorter than the anticipated 8-10 pages may be specified by the vendor.

*Irving Independent School District
Specifications for Printing of Assessment Materials
2009-2010 School Year*

Item3: TEKScheck™ 3

Quantity:	Approximately 95,082 copies of various assessments as shown on attached 2009-2010 Assessment Materials Distribution Tables.
Pages:	Varies by specific test, most likely to be 8-10 pages in length.
Finish:	Printed front and back and stapled in upper left corner on plain white paper. Front cover color-coded using the colors shown in the attached Assessment Materials Color Coding Table.
Originals:	To be delivered to vendor electronically in Adobe “PDF” format not more than ten working days before IISD delivery deadline for TEKScheck™ 3.
Delivery:	By November 10, 2009 - Inside delivery to the IISD Administration Building at 2621 W. Airport Freeway, Irving, Texas 75062.
Packaging:	New cardboard cartons, no larger than 12” x 9” x 9” in size.
Distribution:	Assessment materials to be neatly packaged in new, small, manageable cardboard cartons ready and marked for distribution to schools as indicated in the attached Assessment Materials Distribution Tables. English and Spanish tests must be packaged separately. The assessment materials are to be packaged by campus, grade level (if designated), subject designation, language of assessment (English or Spanish), and bound with shrink wrap in sets of 25. Cartons are to be identified using large, color-coded labels corresponding to the colors on the Assessment Materials Color Coding Table. These labels should be prominently marked with the name of the campus, grade level (if applicable), name or subject of the test, quantity in each box, and the language of the assessment materials inside (i.e. English or Spanish).
Overage:	A specified overage quantity is to be packaged and delivered as indicated in the Delivery and Distribution sections above, but will be marked as “District Overage” instead of a campus name. Quantities printed as shown in the Assessment Materials Distribution Tables, adjusted to the next set of 25, will be paid by IISD; however, quantities printed beyond the adjusted totals will not be paid by IISD.
Adjustments:	A reasonable per-page adjustment of the price for individual tests longer or shorter than the anticipated 8-10 pages may be specified by the vendor.

*Irving Independent School District
Specifications for Printing of Assessment Materials
2009-2010 School Year*

Item4: TEKScheck™ 4

Quantity:	Approximately 34,767 copies of various assessments as shown on attached 2009-2010 Assessment Materials Distribution Tables.
Pages:	Varies by specific test, most likely to be 8-10 pages in length.
Finish:	Printed front and back and stapled in upper left corner on plain white paper. Front cover color-coded using the colors shown in the attached Assessment Materials Color Coding Table.
Originals:	To be delivered to vendor electronically in Adobe “PDF” format not more than ten working days before IISD delivery deadline for TEKScheck™ 4.
Delivery:	By December 08, 2009 - Inside delivery to the IISD Administration Building at 2621 W. Airport Freeway, Irving, Texas 75062.
Packaging:	New cardboard cartons, no larger than 12” x 9” x 9” in size.
Distribution:	Assessment materials to be neatly packaged in new, small, manageable cardboard cartons ready and marked for distribution to schools as indicated in the attached Assessment Materials Distribution Tables. English and Spanish tests must be packaged separately. The assessment materials are to be packaged by campus, grade level (if designated), subject designation, language of assessment (English or Spanish), and bound with shrink wrap in sets of 25. Cartons are to be identified using large, color-coded labels corresponding to the colors on the Assessment Materials Color Coding Table. These labels should be prominently marked with the name of the campus, grade level (if applicable), name or subject of the test, quantity in each box, and the language of the assessment materials inside (i.e. English or Spanish).
Overage:	A specified overage quantity is to be packaged and delivered as indicated in the Delivery and Distribution sections above, but will be marked as “District Overage” instead of a campus name. Quantities printed as shown in the Assessment Materials Distribution Tables, adjusted to the next set of 25, will be paid by IISD; however, quantities printed beyond the adjusted totals will not be paid by IISD.
Adjustments:	A reasonable per-page adjustment of the price for individual tests longer or shorter than the anticipated 8-10 pages may be specified by the vendor.

*Irving Independent School District
Specifications for Printing of Assessment Materials
2009-2010 School Year*

Item5: TEKScheck™ 5

Quantity:	Approximately 80,153 copies of various assessments as shown on attached 2009-2010 Assessment Materials Distribution Tables.
Pages:	Varies by specific test, most likely to be 8-10 pages in length.
Finish:	Printed front and back and stapled in upper left corner on plain white paper. Front cover color-coded using the colors shown in the attached Assessment Materials Color Coding Table.
Originals:	To be delivered to vendor electronically in Adobe “PDF” format not more than ten working days before IISD delivery deadline for TEKScheck™ 5.
Delivery:	By February 09, 2010 - Inside delivery to the IISD Administration Building at 2621 W. Airport Freeway, Irving, Texas 75062.
Packaging:	New cardboard cartons, no larger than 12” x 9” x 9” in size.
Distribution:	Assessment materials to be neatly packaged in new, small, manageable cardboard cartons ready and marked for distribution to schools as indicated in the attached Assessment Materials Distribution Tables. English and Spanish tests must be packaged separately. The assessment materials are to be packaged by campus, grade level (if designated), subject designation, language of assessment (English or Spanish), and bound with shrink wrap in sets of 25. Cartons are to be identified using large, color-coded labels corresponding to the colors on the Assessment Materials Color Coding Table. These labels should be prominently marked with the name of the campus, grade level (if applicable), name or subject of the test, quantity in each box, and the language of the assessment materials inside (i.e. English or Spanish).
Overage:	A specified overage quantity is to be packaged and delivered as indicated in the Delivery and Distribution sections above, but will be marked as “District Overage” instead of a campus name. Quantities printed as shown in the Assessment Materials Distribution Tables, adjusted to the next set of 25, will be paid by IISD; however, quantities printed beyond the adjusted totals will not be paid by IISD.
Adjustments:	A reasonable per-page adjustment of the price for individual tests longer or shorter than the anticipated 8-10 pages may be specified by the vendor.

*Irving Independent School District
Specifications for Printing of Assessment Materials
2009-2010 School Year*

Item6: TEKScheck™ 6

Quantity:	Approximately 102,021 copies of various assessments as shown on attached 2009-2010 Assessment Materials Distribution Tables.
Pages:	Varies by specific test, most likely to be 8-10 pages in length.
Finish:	Printed front and back and stapled in upper left corner on plain white paper. Front cover color-coded using the colors shown in the attached Assessment Materials Color Coding Table.
Originals:	To be delivered to vendor electronically in Adobe “PDF” format not more than ten working days before IISD delivery deadline for TEKScheck™ 6.
Delivery:	By March 09, 2010 - Inside delivery to the IISD Administration Building at 2621 W. Airport Freeway, Irving, Texas 75062.
Packaging:	New cardboard cartons, no larger than 12” x 9” x 9” in size.
Distribution:	Assessment materials to be neatly packaged in new, small, manageable cardboard cartons ready and marked for distribution to schools as indicated in the attached Assessment Materials Distribution Tables. English and Spanish tests must be packaged separately. The assessment materials are to be packaged by campus, grade level (if designated), subject designation, language of assessment (English or Spanish), and bound with shrink wrap in sets of 25. Cartons are to be identified using large, color-coded labels corresponding to the colors on the Assessment Materials Color Coding Table. These labels should be prominently marked with the name of the campus, grade level (if applicable), name or subject of the test, quantity in each box, and the language of the assessment materials inside (i.e. English or Spanish).
Overage:	A specified overage quantity is to be packaged and delivered as indicated in the Delivery and Distribution sections above, but will be marked as “District Overage” instead of a campus name. Quantities printed as shown in the Assessment Materials Distribution Tables, adjusted to the next set of 25, will be paid by IISD; however, quantities printed beyond the adjusted totals will not be paid by IISD.
Adjustments:	A reasonable per-page adjustment of the price for individual tests longer or shorter than the anticipated 8-10 pages may be specified by the vendor.

*Irving Independent School District
Specifications for Printing of Assessment Materials
2009-2010 School Year*

Item 7: TEKScheck™ 7

Quantity:	Approximately 20,165 copies of various assessments as shown on attached 2009-2010 Assessment Materials Distribution Tables.
Pages:	Varies by specific test, most likely to be 10-12 pages in length.
Finish:	Printed front and back and stapled in upper left corner on plain white paper. Front cover color-coded using the colors shown in the attached Assessment Materials Color Coding Table.
Originals:	To be delivered to vendor electronically in Adobe "PDF" format not more than ten working days before IISD delivery deadline for TEKScheck™ 7.
Delivery:	By April 13, 2010 - Inside delivery to the IISD Administration Building at 2621 W. Airport Freeway, Irving, Texas 75062.
Packaging:	New cardboard cartons, no larger than 12" x 9" x 9" in size.
Distribution:	Assessment materials to be neatly packaged in new, small, manageable cardboard cartons ready and marked for distribution to schools as indicated in the attached Assessment Materials Distribution Tables. English and Spanish tests must be packaged separately. The assessment materials are to be packaged by campus, grade level (if designated), subject designation, language of assessment (English or Spanish), and bound with shrink wrap in sets of 25. Cartons are to be identified using large, color-coded labels corresponding to the colors on the Assessment Materials Color Coding Table. These labels should be prominently marked with the name of the campus, grade level (if applicable), name or subject of the test, quantity in each box, and the language of the assessment materials inside (i.e. English or Spanish).
Overage:	A specified overage quantity is to be packaged and delivered as indicated in the Delivery and Distribution sections above, but will be marked as "District Overage" instead of a campus name. Quantities printed as shown in the Assessment Materials Distribution Tables, adjusted to the next set of 25, will be paid by IISD; however, quantities printed beyond the adjusted totals will not be paid by IISD.
Adjustments:	A reasonable per-page adjustment of the price for individual tests longer or shorter than the anticipated 10-12 pages may be specified by the vendor.

*Irving Independent School District
Specifications for Printing of Assessment Materials
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Item8: TEKScheck™ 8

Quantity:	Approximately 37,406 copies of various assessments as shown on attached 2009-2010 Assessment Materials Distribution Tables.
Pages:	Varies by specific test, most likely to be 8-10 pages in length.
Finish:	Printed front and back and stapled in upper left corner on plain white paper. Front cover color-coded using the colors shown in the attached Assessment Materials Color Coding Table.
Originals:	To be delivered to vendor electronically in Adobe “PDF” format not more than ten working days before IISD delivery deadline for TEKScheck™ 8.
Delivery:	By April 13, 2010 - Inside delivery to the IISD Administration Building at 2621 W. Airport Freeway, Irving, Texas 75062.
Packaging:	New cardboard cartons, no larger than 12” x 9” x 9” in size.
Distribution:	Assessment materials to be neatly packaged in new, small, manageable cardboard cartons ready and marked for distribution to schools as indicated in the attached Assessment Materials Distribution Tables. English and Spanish tests must be packaged separately. The assessment materials are to be packaged by campus, grade level (if designated), subject designation, language of assessment (English or Spanish), and bound with shrink wrap in sets of 25. Cartons are to be identified using large, color-coded labels corresponding to the colors on the Assessment Materials Color Coding Table. These labels should be prominently marked with the name of the campus, grade level (if applicable), name or subject of the test, quantity in each box, and the language of the assessment materials inside (i.e. English or Spanish).
Overage:	A specified overage quantity is to be packaged and delivered as indicated in the Delivery and Distribution sections above, but will be marked as “District Overage” instead of a campus name. Quantities printed as shown in the Assessment Materials Distribution Tables, adjusted to the next set of 25, will be paid by IISD; however, quantities printed beyond the adjusted totals will not be paid by IISD.
Adjustments:	A reasonable per-page adjustment of the price for individual tests longer or shorter than the anticipated 8-10 pages may be specified by the vendor.

*Irving Independent School District
Specifications for Printing of Assessment Materials
2009-2010 School Year*

Item9: Semester 1 Examinations

Quantity:	Approximately 73,662 copies of various assessments as shown on attached 2009-2010 Assessment Materials Distribution Tables.
Pages:	Varies by specific test, most likely to be 10-12 pages in length.
Finish:	Printed front and back and stapled in upper left corner on plain white paper. Front cover color-coded using the colors shown in the attached Assessment Materials Color Coding Table.
Originals:	To be delivered to vendor electronically in Adobe "PDF" format not more than ten working days before IISD delivery deadline for Semester Examination 1.
Delivery:	By December 08, 2009 - Inside delivery to the IISD Administration Building at 2621 W. Airport Freeway, Irving, Texas 75062.
Packaging:	New cardboard cartons, no larger than 12" x 9" x 9" in size.
Distribution:	Assessment materials to be neatly packaged in new, small, manageable cardboard cartons ready and marked for distribution to schools as indicated in the attached Assessment Materials Distribution Tables. English and Spanish tests must be packaged separately. The assessment materials are to be packaged by campus, grade level (if designated), subject designation, language of assessment (English or Spanish), and bound with shrink wrap in sets of 25. Cartons are to be identified using large, color-coded labels corresponding to the colors on the Assessment Materials Color Coding Table. These labels should be prominently marked with the name of the campus, grade level (if applicable), name or subject of the test, quantity in each box, and the language of the assessment materials inside (i.e. English or Spanish).
Overage:	A specified overage quantity is to be packaged and delivered as indicated in the Delivery and Distribution sections above, but will be marked as "District Overage" instead of a campus name. Quantities printed as shown in the Assessment Materials Distribution Tables, adjusted to the next set of 25, will be paid by IISD; however, quantities printed beyond the adjusted totals will not be paid by IISD.
Adjustments:	A reasonable per-page adjustment of the price for individual tests longer or shorter than the anticipated 10-12 pages may be specified by the vendor.

*Irving Independent School District
Specifications for Printing of Assessment Materials
2009-2010 School Year*

Item10: Semester 2 Examinations

Quantity:	Approximately 39,085 copies of various assessments as shown on attached 2009-2010 Assessment Materials Distribution Tables.
Pages:	Varies by specific test, most likely to be 10-12 pages in length.
Finish:	Printed front and back and stapled in upper left corner on plain white paper. Front cover color-coded using the colors shown in the attached Assessment Materials Color Coding Table.
Originals:	To be delivered to vendor electronically in Adobe "PDF" format not more than ten working days before IISD delivery deadline for Semester Examination 2.
Delivery:	By May 18, 2010 - Inside delivery to the IISD Administration Building at 2621 W. Airport Freeway, Irving, Texas 75062.
Packaging:	New cardboard cartons, no larger than 12" x 9" x 9" in size.
Distribution:	Assessment materials to be neatly packaged in new, small, manageable cardboard cartons ready and marked for distribution to schools as indicated in the attached Assessment Materials Distribution Tables. English and Spanish tests must be packaged separately. The assessment materials are to be packaged by campus, grade level (if designated), subject designation, language of assessment (English or Spanish), and bound with shrink wrap in sets of 25. Cartons are to be identified using large, color-coded labels corresponding to the colors on the Assessment Materials Color Coding Table. These labels should be prominently marked with the name of the campus, grade level (if applicable), name or subject of the test, quantity in each box, and the language of the assessment materials inside (i.e. English or Spanish).
Overage:	A specified overage quantity is to be packaged and delivered as indicated in the Delivery and Distribution sections above, but will be marked as "District Overage" instead of a campus name. Quantities printed as shown in the Assessment Materials Distribution Tables, adjusted to the next set of 25, will be paid by IISD; however, quantities printed beyond the adjusted totals will not be paid by IISD.
Adjustments:	A reasonable per-page adjustment of the price for individual tests longer or shorter than the anticipated 10-12 pages may be specified by the vendor.

*Irving Independent School District
Specifications for Printing of Assessment Materials
2009-2010 School Year*

Item 11: Science Unit Tests

Quantity:	Approximately 33,286 copies of 30 distinct science assessments in English and Spanish in Grades 2-5, as shown on attached 2009-2010 Assessment Materials Distribution Tables.
Pages:	Varies by specific test, most likely to be 8-10 pages in length.
Finish:	Printed front and back and stapled in upper left corner on plain white paper. Front cover color-coded using the colors shown in the attached Assessment Materials Color Coding Table.
Originals:	To be delivered to vendor electronically in Adobe "PDF" format not more than ten working days before IISD delivery deadline for Science Unit Tests.
Delivery:	By September 15, 2009 - Inside delivery to the IISD Administration Building at 2621 W. Airport Freeway, Irving, Texas 75062.
Packaging:	New cardboard cartons, no larger than 12" x 9" x 9" in size.
Distribution:	Assessment materials to be neatly packaged in new, small, manageable cardboard cartons ready and marked for distribution to schools as indicated in the attached Assessment Materials Distribution Tables. English and Spanish tests must be packaged separately. The assessment materials are to be packaged by campus, grade level (if designated), subject designation, language of assessment (English or Spanish), and bound with shrink wrap in sets of 25. Cartons are to be identified using large, color-coded labels corresponding to the colors on the Assessment Materials Color Coding Table. These labels should be prominently marked with the name of the campus, grade level (if applicable), name or subject of the test, quantity in each box, and the language of the assessment materials inside (i.e. English or Spanish).
Overage:	A specified overage quantity is to be packaged and delivered as indicated in the Delivery and Distribution sections above, but will be marked as "District Overage" instead of a campus name. Quantities printed as shown in the Assessment Materials Distribution Tables, adjusted to the next set of 25, will be paid by IISD; however, quantities printed beyond the adjusted totals will not be paid by IISD.
Adjustments:	A reasonable per-page adjustment of the price for individual tests longer or shorter than the anticipated 8-10 pages may be specified by the vendor.

**CSP 09-37 PRINTING OF TESTING MATERIALS
2009-2010 SCHOOL YEAR**

Printing and packaging of testing materials per attached specifications. Printing is on white 20# bond with covers in colors as indicated on page 27.

Pricing Information

Price Per 1000 images

Printing of all materials, TEKS, Semester Examinations and
Elementary Science Unit Tests

\$ _____

Pricing Example: 1500 Copies, 12 Pages = 18,000 Images
Unit Pricing per 1000 x 18 = Cost

***Delivery notes:**

- (1) Test delivery dates may vary somewhat from date specified on Specification information sheet depending on district schedule. Advance notice will be given if date(s) are changed.
- (2) Delivery location information (to be determined) will be either:
 - a) IISD Administration Bldg at 2621 W. Airport Freeway, Irving, Texas 75062
 - OR
 - b) IISD Facilities Service Center at 3620 Valley View Lane, Irving, Texas 75062

Enrollment Building	Gr 02 Reading*	Gr 02 Math*	Gr 02 Sci*****	Gr 02 Writ*****	Gr 03 Reading	Gr 03 Math	Gr 03 Sci*****	Gr 03 Writ**	Gr 03 GT Math	Gr 04 Reading	Gr 04 Math
BARTON	54	54	54	54	55	55	55	55	25	62	62
BRANDENBURG	71	71	71	71	79	79	79	79	25	73	73
BRITAIN	68	68	68	68	64	64	64	64	25	65	65
BROWN	81	81	81	81	77	77	77	77	25	94	94
DAVIS	106	106	106	106	91	91	91	91	25	113	113
ELLIOTT	85	85	85	85	91	91	91	91	25	103	103
FARINE	67	67	67	67	73	73	73	73	25	83	83
GILBERT	48	48	48	48	48	48	48	48	25	64	64
HANES	76	76	76	76	74	74	74	74	25	66	66
JOHN HALEY	20	20	20	20	40	40	40	40	25	53	53
JOHN R GOOD	48	48	48	48	43	43	43	43	25	48	48
JOHNSTON	71	71	71	71	75	75	75	75	25	72	72
KEYES	32	32	32	32	41	41	41	41	25	39	39
LEE	85	85	85	85	91	91	91	91	25	80	80
LIVELY	70	70	70	70	74	74	74	74	25	68	68
SCHULZE	42	42	42	42	32	32	32	32	25	51	51
STIPES	72	72	72	72	61	61	61	61	25	59	59
THOMAS HALEY	74	74	74	74	87	87	87	87	25	112	112
TOWNLEY	93	93	93	93	82	82	82	82	25	99	99
TOWNSELL	96	96	96	96	98	98	98	98	25	99	99
English Test Subtotal	1359	1359	1359	1359	1376	1376	1376	1376	500	1503	1503
District Overage	75	75	25	25	75	75	25	25	25	75	75
Total English for Elementary	1434	1434	1384	1384	1451	1451	1401	1401	525	1578	1578
Note: * TEKScheck TM 2, 4, 6, and 8 only											
Note: ** TEKScheck TM 4, 5, 6, and 8 only											
Note: *** TEKScheck TM 2, 4, and 6 only											
Note: **** TEKScheck TM 3, and 8 only											
Note: ***** TEKScheck TM 8 only											
Note: ***** TEKScheck TM 7 only											

Enrollment Building	Gr 04 Sci*****	Gr 04 Soc Std*	Gr 04 Writ****	Gr 04 GT Math	Gr 05 Reading	Gr 05 Math	Gr 05 Sci*****	Gr 05 Soc Std*	Gr 05 Writ****	Gr 05 GT Math
BARTON	62	62	62	25	73	73	73	73	73	25
BRANDENBURG	73	73	73	25	97	97	97	97	97	25
BRITAIN	65	65	65	25	56	56	56	56	56	25
BROWN	94	94	94	25	88	88	88	88	88	25
DAVIS	113	113	113	25	79	79	79	79	79	25
ELLIOTT	103	103	103	25	113	113	113	113	113	25
FARINE	83	83	83	25	101	101	101	101	101	25
GILBERT	64	64	64	25	68	68	68	68	68	25
HANES	66	66	66	25	69	69	69	69	69	25
JOHN HALEY	53	53	53	25	83	83	83	83	83	25
JOHN R GOOD	48	48	48	25	55	55	55	55	55	25
JOHNSTON	72	72	72	25	86	86	86	86	86	25
KEYES	39	39	39	25	66	66	66	66	66	25
LEE	80	80	80	25	115	115	115	115	115	25
LIVELY	68	68	68	25	86	86	86	86	86	25
SCHULZE	51	51	51	25	55	55	55	55	55	25
STIPES	59	59	59	25	79	79	79	79	79	25
THOMAS HALEY	112	112	112	25	111	111	111	111	111	25
TOWNLEY	99	99	99	25	116	116	116	116	116	25
TOWNSELL	99	99	99	25	92	92	92	92	92	25
English Test Subtotal	1503	1503	1503	500	1688	1688	1688	1688	1688	500
District Overage	25	75	25	20	75	75	25	75	25	20
Total English for Elementary	1528	1578	1528	520	1763	1763	1713	1763	1713	520
Note: * TEKScheck TM 2, 4, 6, and 8 only										
Note: ** TEKScheck TM 4, 5, 6, and 8 only										
Note: *** TEKScheck TM 2, 4, and 6 only										
Note: **** TEKScheck TM 3, and 8 only										
Note: ***** TEKScheck TM 7 only										

Enrollment Building	Gr 02 Reading*	Gr 02 Math*	Gr 02 Sci*****	Gr 02 Writ****	Gr 03 Reading	Gr 03 Math	Gr 03 Sci*****	Gr 03 Writ**	Gr 03 GT Math	Gr 04 Reading	Gr 04 Math
BARTON	82	82	82	82	68	68	68	68	25	42	42
BRANDENBURG	72	72	72	72	67	67	67	67	25	71	71
BRITAIN	83	83	83	83	58	58	58	58	25	71	71
BROWN	70	70	70	70	74	74	74	74	25	64	64
DAVIS	60	60	60	60	62	62	62	62	25	52	52
ELLIOTT	60	60	60	60	35	35	35	35	25	47	47
FARINE	39	39	39	39	40	40	40	40	25	34	34
GILBERT	78	78	78	78	86	86	86	86	25	58	58
HANES	37	37	37	37	27	27	27	27	25	25	25
JOHN HALEY	77	77	77	77	83	83	83	83	25	53	53
JOHN R GOOD	97	97	97	97	81	81	81	81	25	80	80
JOHNSTON	55	55	55	55	40	40	40	40	25	45	45
KEYES	98	98	98	98	78	78	78	78	25	63	63
LEE	43	43	43	43	44	44	44	44	25	26	26
LIVELY	83	83	83	83	66	66	66	66	25	53	53
SCHULZE	65	65	65	65	61	61	61	61	25	47	47
STIPES	35	35	35	35	29	29	29	29	25	27	27
THOMAS HALEY	22	22	22	22	16	16	16	16	25	19	19
TOWNLEY	56	56	56	56	65	65	65	65	25	40	40
TOWNSELL	54	54	54	54	63	63	63	63	25	44	44
English Test Subtotal	1266	1266	1266	1266	1143	1143	1143	1143	500	961	961
District Overage	75	75	25	25	75	75	25	25	25	75	75
Total English for Elementary	1341	1341	1291	1291	1218	1218	1168	1168	525	1036	1036
Note: * TEKScheck TM 2, 4, 6, and 8 only											
Note: ** TEKScheck TM 4, 5, 6, and 8 only											
Note: *** TEKScheck TM 2, 4, and 6 only											
Note: **** TEKScheck TM 3, and 8 only											
Note: ***** TEKScheck TM 8 only											
Note: ***** TEKScheck TM 7 only											

Enrollment Building	Gr 04 Sci*****	Gr 04 Soc Std*	Gr 04 Writ***	Gr 04 GT Math	Gr 05 Reading	Gr 05 Math	Gr 05 Sci*****	Gr 05 Soc Std*	Gr 05 Writ***	Gr 05 GT Math
BARTON	42	42	42	25	35	35	35	35	35	25
BRANDENBURG	71	71	71	25	40	40	40	40	40	25
BRITAIN	71	71	71	25	49	49	49	49	49	25
BROWN	64	64	64	25	32	32	32	32	32	25
DAVIS	52	52	52	25	35	35	35	35	35	25
ELLIOTT	47	47	47	25	39	39	39	39	39	25
FARINE	34	34	34	25	30	30	30	30	30	25
GILBERT	58	58	58	25	56	56	56	56	56	25
HANES	25	25	25	25	20	20	20	20	20	25
JOHN HALEY	53	53	53	25	27	27	27	27	27	25
JOHN R GOOD	80	80	80	25	59	59	59	59	59	25
JOHNSTON	45	45	45	25	54	54	54	54	54	25
KEYES	63	63	63	25	55	55	55	55	55	25
LEE	26	26	26	25	18	18	18	18	18	25
LIVELY	53	53	53	25	45	45	45	45	45	25
SCHULZE	47	47	47	25	48	48	48	48	48	25
STIPES	27	27	27	25	14	14	14	14	14	25
THOMAS HALEY	19	19	19	25	13	13	13	13	13	25
TOWNLEY	40	40	40	25	38	38	38	38	38	25
TOWNSELL	44	44	44	25	33	33	33	33	33	25
English Test Subtotal	961	961	961	500	740	740	740	740	740	500
District Overage	25	75	25	20	75	75	25	75	25	20
Total English for Elementary	986	1036	986	520	815	815	765	815	765	520
Note: * TEKScheck TM 2, 4, 6, and 8 only										
Note: ** TEKScheck TM 4, 5, 6, and 8 only										
Note: *** TEKScheck TM 2, 4, and 6 only										
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Note: ***** TEKScheck TM 8 only										
Note: ***** TEKScheck TM 7 only										

Enrollment Building	Gr 06	Gr 06	Gr 06	Gr 06	Gr 06	Gr 06	Gr 06	Gr 07	Gr 07	Gr 07	Gr 07	Gr 07
	Reading	Math	Writing	Science	Soc Std	ScienceGT	Reading	Math	Writing	Science	Soc Std	
AUSTIN MIDDLE SCHOOL	294	294	294	294	294	30	327	327	327	327	327	327
BOWIE MIDDLE SCHOOL	323	323	323	323	323	30	338	338	338	338	338	338
CROCKETT MIDDLE SCHOOL	319	319	319	319	319	30	335	335	335	335	335	335
DE ZAVALA MIDDLE SCHOOL	335	335	335	335	335	30	313	313	313	313	313	313
HOUSTON MIDDLE SCHOOL	343	343	343	343	343	30	312	312	312	312	312	312
LAMAR MIDDLE SCHOOL	409	409	409	409	409	30	374	374	374	374	374	374
TRAVIS MIDDLE SCHOOL	290	290	290	290	290	30	311	311	311	311	311	311
UNION BOWER CL	0	0	0	0	0	0	0	0	0	0	0	0
Middle School Tests Totals	2313	2313	2313	2313	2313	210	2310	2310	2310	2310	2310	2310
IRVING HIGH SCHOOL	30	30	30	30	30	0	30	30	30	30	30	30
MACARTHUR HIGH SCHOOL	30	30	30	30	30	0	30	30	30	30	30	30
NIMITZ HIGH SCHOOL	30	30	30	30	30	0	30	30	30	30	30	30
THE ACADEMY HIGH SCHOOL	30	30	30	30	30	0	30	30	30	30	30	30
UNION BOWER CL	15	15	15	15	15	0	15	15	15	15	15	15
High School Test Totals	135	135	135	135	135	0	135	135	135	135	135	135
District Overage/Extra	25	25	25	25	25	25	25	25	25	25	25	25
District Totals	2473	2473	2473	2473	2473	235	2470	2470	2470	2470	2470	2470

Enrollment Building	Gr 07	Gr 08	Gr 08	Gr 08	Gr 08	Gr 08	Gr 08	Algebra	MS	MS
	GT Science	Reading	Math	Writing	Science	Soc Std	Topics	Algebra 1	Geometry	
AUSTIN MIDDLE SCHOOL	30	325	325	325	325	325	100	100	50	
BOWIE MIDDLE SCHOOL	30	313	313	313	313	313	100	100	50	
CROCKETT MIDDLE SCHOOL	30	329	329	329	329	329	100	100	50	
DE ZAVALA MIDDLE SCHOOL	30	265	265	265	265	265	100	100	50	
HOUSTON MIDDLE SCHOOL	30	344	344	344	344	344	100	100	50	
LAMAR MIDDLE SCHOOL	30	379	379	379	379	379	100	100	50	
TRAVIS MIDDLE SCHOOL	30	340	340	340	340	340	100	100	50	
UNION BOWER CL	0	0	0	0	0	0	0	0	0	
Middle School Tests Totals	210	2295	2295	2295	2295	2295	700	700	350	
IRVING HIGH SCHOOL	0	20	20	20	20	20	0	0	0	
MACARTHUR HIGH SCHOOL	0	20	20	20	20	20	0	0	0	
NIMITZ HIGH SCHOOL	0	20	20	20	20	20	0	0	0	
THE ACADEMY HIGH SCHOOL	0	20	20	20	20	20	0	0	0	
UNION BOWER CL	0	15	15	15	15	15	0	0	0	
High School Test Totals	0	95	95	95	95	95	0	0	0	
District Overage/Extra	25	25	25	25	25	25	25	25	25	
District Totals	235	2415	2415	2415	2415	2415	725	725	375	

Enrollment Building	Algebra I	Alg II	Geometry	Math Mod	English 1	English 2	English 3	English 4	Biology I	Chemistry
AUSTIN MIDDLE SCHOOL					35				35	
BOWIE MIDDLE SCHOOL					35				35	
CROCKETT MIDDLE SCHOOL					35				35	
DE ZAVALA MIDDLE SCHOOL					35				35	
HOUSTON MIDDLE SCHOOL					35				35	
LAMAR MIDDLE SCHOOL					35				35	
TRAVIS MIDDLE SCHOOL					35				35	
UNION BOWER CL					0				0	
Middle School Tests Totals	0		0	0	245				245	
IRVING HIGH SCHOOL	792	415	436	453	792	436	415	453	436	415
MACARTHUR HIGH SCHOOL	883	558	651	500	883	651	558	500	651	558
NIMITZ HIGH SCHOOL	835	547	597	451	835	597	547	451	597	547
THE ACADEMY HIGH SCHOOL	650	377	343	298	650	343	377	298	343	377
UNION BOWER CL	30	30	30	30	30	30	30	30	30	30
High School Test Totals	3190	1927	2057	1732	3190	2057	1927	1732	2057	1927
District Overage/Extra	25	10	10	10	25	10	10	10	25	10
District Totals	3215	1937	2067	1742	3460	2067	1937	1742	2327	1937

Enrollment Building	IPC	Physics	W. Geog	US Hist	W Hist
AUSTIN MIDDLE SCHOOL					
BOWIE MIDDLE SCHOOL					
CROCKETT MIDDLE SCHOOL					
DE ZAVALA MIDDLE SCHOOL					
HOUSTON MIDDLE SCHOOL					
LAMAR MIDDLE SCHOOL					
TRAVIS MIDDLE SCHOOL					
UNION BOWER CL					
Middle School Tests Totals					
IRVING HIGH SCHOOL	792	453	792	436	415
MACARTHUR HIGH SCHOOL	883	500	883	651	558
NIMITZ HIGH SCHOOL	835	451	835	597	547
THE ACADEMY HIGH SCHOOL	650	298	650	343	377
UNION BOWER CL	30	30	30	30	30
High School Test Totals	3190	1732	3190	2057	1927
District Overage/Extra	10	10	10	10	10
District Totals	3200	1742	3200	2067	1937

Enrollment Building	Gr 03 Reading	Gr 03 Math	Gr 03 Science	Gr 04 Reading	Gr 04 Math	Gr 04 Science	Gr 05 Reading	Gr 05 Math
BARTON								
BRANDENBURG								
BRITAIN								
BROWN								
DAVIS								
ELLIOTT								
FARINE								
GILBERT								
HANES								
JOHN HALEY								
JOHN R GOOD								
JOHNSTON								
KEYES								
LEE								
LIVELY								
SCHULZE								
STIPES								
THOMAS HALEY								
TOWNLEY								
TOWNSELL								
AUSTIN MIDDLE	30	30	30	30	30	30	30	30
BOWIE MIDDLE	30	30	30	30	30	30	30	30
CROCKETT MIDDLE	30	30	30	30	30	30	30	30
DE ZAVALA MIDDLE	30	30	30	30	30	30	30	30
HOUSTON MIDDLE	30	30	30	30	30	30	30	30
LAMAR MIDDLE	30	30	30	30	30	30	30	30
TRAVIS	30	30	30	30	30	30	30	30
UNION BOWER CL	15	15	15	15	15	15	15	15
Middle School Test Totals	225	225	225	225	225	225	225	225
IRVING HIGH	25	25	25	25	25	25	25	25
MACARTHUR HIGH	25	25	25	25	25	25	25	25
NIMITZ HIGH	25	25	25	25	25	25	25	25
THE ACADEMY	25	25	25	25	25	25	25	25
UNION BOWER CL	0	0	0	0	0	0	0	0
High School Test Totals	100	100	100	100	100	100	100	100
District Totals	325	325	325	325	325	325	325	325

Light green	Reading Gr. 2-8
Buff or light tan	Math Gr. 2-8; Algebra I&II; Geometry
White	Writing Gr. 2-8; English 1-4
Pink or light red	Science Gr. 2-8; Biology I; IPC; Chemistry; Physics
Light blue	Social Studies Gr. 4-8; US History; World Geography; World History