

## EXECUTIVE SUMMARY

### Recommendation of \$500,000 or Greater 17-009V – School and Department Furniture

The School Board of Broward County, Florida, (SBBC) released Invitation to Bid (ITB) 17-009V - School and Department Furniture, on April 26, 2016, and was opened on July 11, 2016. The purpose and intent of the first part of this solicitation is to provide a list for approved sources of supply that have agreed to the District's terms and conditions, as well as to provide a firm-fixed discount off manufacturer catalog price lists. For the first part of this ITB, is the intent to accept and recommend for award bidders with the highest percentage single-fixed discount from manufacturer's catalog/price list(s). The bidder must be an authorized dealer or distributor of the manufacturer's catalogs in order to participate in this solicitation. Bidders must be able to design floor plan layouts (at no additional cost to SBBC) and assist with installations of new furniture. ITB 17-009V will be in effect for one (1) year, eleven (11) months. Bid 17-009V replaces Bid 16-006V, which will expire on October 20, 2016.

The second part of the solicitation is the procurement of furniture items with firm-fixed pricing that are consistently used throughout the District. These items range from folding chairs, student desks, mobile cafeteria tables, and stacking chairs.

The District will be authorized to shop these catalogs for furniture requirements. All school furniture orders must be approved by the school's principal and department furniture orders are approved by the department's director. SBBC reserves the right to individually and separately solicit large-volume and single-order values of \$50,000 or more.

The source of funding to purchase furniture comes from various general, capital, and grant funds. The figures below are from 10/21/2015, through 8/26/2016.

1000 Funds – General Operating	\$ 1,695,277.34
3000 Funds – Capital	\$ 262,886.36
<b>3541 Funds – District Bond 2014-2015</b>	<b>\$ 365,929.60 (See School Choice Enhancement Report)</b>
4000 Funds – Grant	\$ 84,085.74
8000 Funds – Internal Accounts	\$ 34,199.32
<b>TOTAL:</b>	<b>\$ 2,442,378.36</b>

The School Choice Enhancement Projects (SCEP), for furniture, that were provided on agenda item EE-12, August 16, 2016, are in the process of being ordered under Bid 16-006V. These orders should be completed by October 20, 2016

#### School Choice Enhancement Projects – Bid 17-009V

The following schools, listed below, have placed their request for indoor furniture with Capital Budget. The amounts budgeted are pending final budget approval from Capital Budget. These furniture requests will be purchased under the new Bid. The project's figures were provided by Heery International, Inc., and Capital Budget.

School Name	Description	Amount Budgeted
Coconut Creek Elementary School	Furniture	\$ 222.00
Cypress Bay High School	Miscellaneous office furniture	\$ 2,717.68
Coral Park Elementary School	Furniture to support the need of 21st Century Learner	\$ 10,032.00
Discovery Elementary School	Fire king cabinets, podium, benches, and folding table	\$ 10,906.63
Country Isles Elementary School	Classroom furniture	\$ 2,000.00
Griffin Elementary School	Indoor furniture	\$ 3,689.00

**Recommendation of \$500,000 or Greater  
 17-009V – School and Department Furniture  
 September 20, 2016 Board Agenda  
 Page 2**

<b>School Name</b>	<b>Description</b>	<b>Amount Budgeted</b>
Manatee Bay Elementary School	Furniture	\$ 3,680.31
Northeast High School	School furniture	\$ 30,449.43
Piper High School	Fixed furniture	\$ 15,000.00 (Estimate)
Stranahan High School	Office furniture, chairs, and conference table	\$ 15,000.00 (Estimate)
Silver Shores Elementary School	Purchasing furniture for computer lab	\$ 30,000.00
Walker Elementary School	Main theater/cafeteria stage upgrade	\$ 20,453.00
West Hollywood Elementary School	Renovate media center	\$ 45,000.00
Westchester Elementary School	Convert computer lab into classroom	\$ 25,000.00
	<b>TOTAL:</b>	<b>\$214,150.05</b>

For schools who have provided their School Choice Enhancement Project (SCEP) budgets, the amount of \$214,150.05 will be needed to purchase furniture under the new Bid. This amount is already included in the spending authorization of \$5,106,782.

On the Financial Analysis Worksheet, the average monthly expenditure is \$222,034. The average monthly expenditure multiplied by twenty-three (23) months for the term of the contract will equal \$5,106,782 for the contract award period. In order to provide the SCEP projects for fiscal years 2017 and 2018, the total estimated budget amount of \$480,000, provided on the SCEP estimated budget amounts exhibit by Heery International, Inc., and Capital Budget, will need to be added to the total spending authorization and will provide for a comprehensive total expenditure of \$5,586,782 for this contract. Therefore, it is recommended that the award be made for \$5,600,000 for the contract period.