

EXECUTIVE SUMMARY

Recommendation of \$500,000 or Less 18-044T - Outdoor Tables, Benches, and Trash Receptacles

This request is to approve the recommendation to award Invitation to Bid (ITB) 18-044T - Outdoor Tables, Benches, and Trash Receptacles for a three (3) year contract from October 1, 2017 through September 30, 2020. This ITB is utilized by the Physical Plant Operations (PPO) Department to purchase outdoor furniture funded by the individual schools operating budget. The amount requested was determined based on the PPO's requirements to satisfy the needs of the District and a comparison of prices from the previous bid.

The current Bid 14-034T – Outdoor Tables, Benches, and Trash Receptacles (Catalog), is a four (4) year contract that will expire on September 30, 2017. Bid 14-034T was originally awarded a spending authority of \$550,000, and on September 20, 2016, the School Board approved an increase of \$130,000 as well, as a renewal of one (1) year.

The spending pattern for ITB 14-034T has been impacted by \$164,377 by the School Choice Enhancement Program.

Monthly spend for the previous term of the bid		\$10,542
X term of new bid (thirty-six (36) months)	X	36
Forecasted spend	=	\$379,503
Five (5) percent buffer	+	\$18,975
Total anticipated spend (rounded)	=	\$400,000

In the current Bid 14-034T, Procurement & Warehousing Services (PWS) receive an average discount of seven (7) percent between all manufacturers. With Bid 18-044T, PWS will receive an average discount of thirteen (13) percent. Furthermore, PWS will receive more aggressive discounts in common purchase brands such as Ultra Play and Wabash Valley, as you can see in the table below. In addition, vendors have provided additional discounts for eight (8) additional manufacturers not included in the original bid summary sheet.

The solicitation for the new bid ran from June 14, 2017 through July 19, 2017. The bid was recommended to be awarded to a primary and an alternate vendor who met all specifications, terms, and conditions of the bid per line item. Including an alternate awardee allows for continuity of services in the event that the primary vendor cannot comply with delivery requirements, specifications, or in emergency cases.

Highest Percentage of Discount			
#	Manufacturer	14-034T	18-044T
A-1	BCI Burke	3%	
A-2	Bliss Products	10%	10%
A-6	Kay Park	11%	12%
A-8	Litchfield Landscape Elements	5%	
A-9	Playcraft	3%	
A-12	Recreation Creations	2%	
A-13	Sportsplay	10%	
A-14	Ultra Coat	8%	10%
A-15	Ultra Play	10%	23%
A-16	Urbanscape		5%
A-17	Wabash Valley	11%	19%
A-18	Webcoat		13%