

## EXECUTIVE SUMMARY

### Recommendation to Approve Additional Spending Authority 51-009B - Exam Gloves

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The District utilizes exam gloves in many capacities. Procurement & Warehousing Services current method for procuring these items is a piggyback off the State of Florida's contract with Florida Association of Rehabilitation Facilities/Respect of Florida. The contract's reference is RESPECT 914-000-10 that started on July 12, 2010, and expires on July 12, 2020. The Exceptional Student Education & Support Services Department (ESE) heavily utilizes this Bid for use in medical procedures in ESE classes. The Head Start/Early Intervention Department also utilizes this Bid for use with students aged from birth to four (4) years old, for teachers to help with toileting, brushing teeth, and serving food/snacks in the classroom. PWS's approval of the piggyback contract started July 12, 2012 through July 12, 2020, with a spending authority of \$563,891.

This request is to approve the recommendation for additional spending authority of \$240,000. Although the contract expires in 2020, based on PWS's attached Financial Analysis Worksheet, eighty-eight (88) percent of the approved spending authority has been used. Based on the monthly average, it is expected the unused amount of \$63,736 should cover expenses through March 2018 (average of \$8,000 x 8 months = \$64,000).

#### Financial Impact (April 2018 through July 2020)

Average monthly expenditure (A)	\$ 8,000
Contract tenure in months (B)	27
Estimated spend (A * B)	\$216,000
Additional buffer of ten (10) percent	<u>\$ 21,600</u>

**Total** **\$237,600** (Rounded to \$240,000)

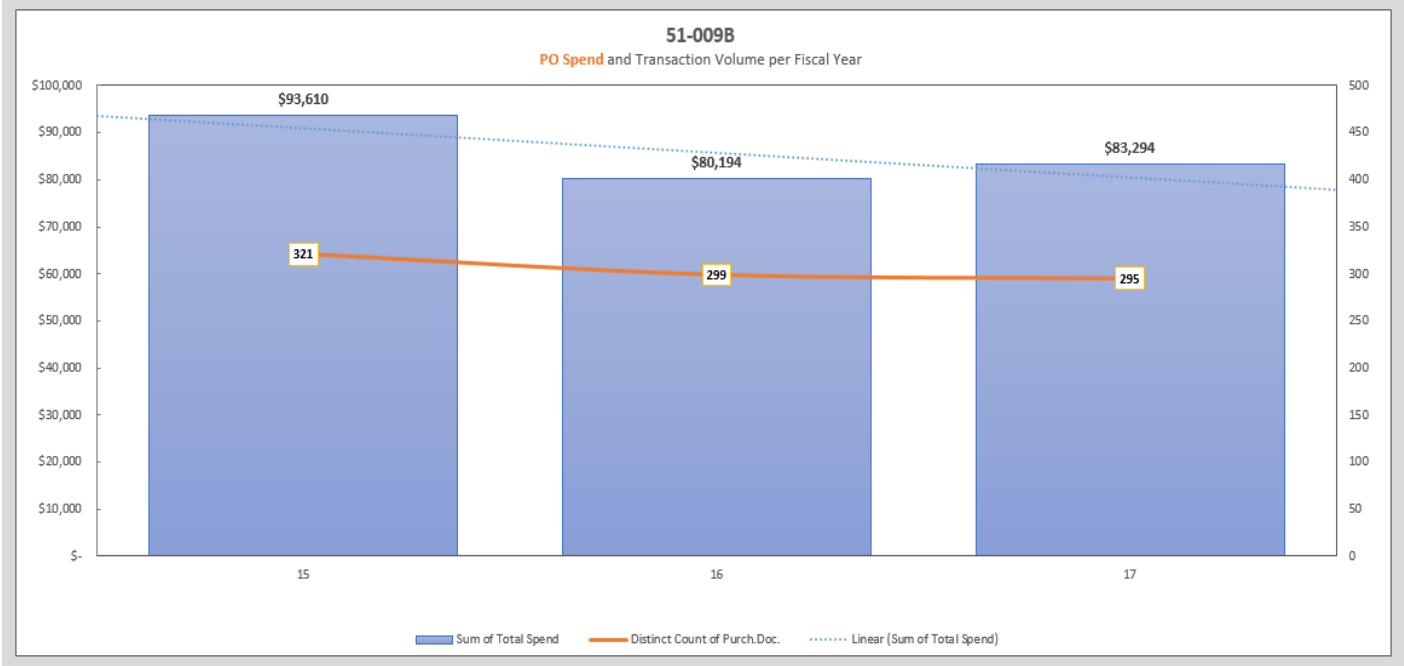
Upon approval of this recommendation, the new spending authority will be \$803,891.

The approval of this recommendation does not mean the authorized amount will be spent.

#### TOTAL SPEND PER LOCATION (Top ten (10))

	Ordering Location	# of Purchase Orders	Sum of Total Spend
1	Bright Horizons	17	\$ 28,800
2	Head Start/Early Intervention Dept.	140	\$ 28,700
3	Warehouse	4	\$ 24,000
4	The Quest Center	12	\$ 19,000
5	Silver Shores Elementary School	18	\$ 11,000
6	Nob Hill Elementary School	15	\$ 9,600
7	Seagull School	9	\$ 8,200
8	Cypress Bay High School	27	\$ 7,600
9	Pinewood Elementary School	31	\$ 7,500
10	West Broward High School	10	\$ 7,500

**TOTAL PURCHASE ORDER SPEND PER FISCAL YEAR**



**TOTAL PURCHASE ORDER SPEND PER QUARTER**

