

EXECUTIVE SUMMARY

Recommendation of Bid Renewal

15-056C – Intercom, Master Clock, Scoreboard and Sound System Service, Equipment, Parts, and Accessories (Catalog)

The current Invitation to Bid (ITB) 15-056C – Intercom, Master Clock, Scoreboard and Sound System Service, Equipment, Parts, and Accessories (Catalog) was approved on February 18, 2015, with an initial three (3) year contract that will expire on February 17, 2018, plus two (2) one (1) year renewals. ITB 15-056C was originally awarded a spending authority of \$1,625,000. This request is to exercise the first option-to-renew for one (1) additional year, from February 18, 2018 through February 17, 2019.

This one (1) year renewal will be utilized by Physical Plant Operations (PPO) and will ensure continuity of the required services to supply and repair intercoms, master clocks, scoreboards, sound system services, equipment, parts, and accessories from the awarded vendors. This will facilitate the repairs of these items that are important for the day-to-day operations of the schools and other facilities, vital to PPO's operations. This contract allows PPO to be better served by the awarded vendors who provide comprehensive services and equipment that will allow the following:

1. Purchase parts and equipment at a discount off list price.
2. Perform repairs in-house versus farming out to service supplier(s).
3. Places the liability of the warranted equipment on the awarded vendor that is an authorized supplier and servicer of the equipment.

Currently, this contract is mostly used for the purchase, installation, and repairs of Dukane by CareHawk intercom parts and equipment. NDR Corporation, is the exclusive dealer and installer of these products for Broward County, as confirmed by the manufacturer, CareHawk USA, LLC. NDR offers the District a ten (10) percent discount for this line of products.

The bid was originally awarded by item to vendors offering the greatest single-fixed percentage discount from manufacturer's suggested retail price list. The awarded vendors include Music Arts Enterprises, Inc., Mae, NDR Corporation, Pro Sound, Inc., Rauland-Borg Corporation of Florida, and Troxell Communications, Inc. All vendors have agreed to renew the contract at the same terms, conditions, and prices as originally awarded. PPO agrees with renewing the contract with all five (5) vendors.

Financial Impact

Funding for services under this renewal is included in PPO's budget. Other funding sources in the District's budget may be used if the project and/or work is included in a school or department budget. No additional spending authority is being requested as demonstrated in the breakdown below:

(historical average monthly expenditure)	\$14,535
x	
<u>(number of months requested on renewal)</u>	<u>12</u>
estimated forecasted spend (A)	\$174,423
(historical average monthly expenditure)	\$14,535
x	
<u>(number of remaining months on original award)</u>	<u>5</u>
(necessary spend for the remaining months on original award (B))	\$72,676
(spend authority (A+B))	\$247,099
<u>(ten (10) percent contingency provision)</u>	<u>\$24,709</u>
(total spend authority)	\$271,808
(current unused and available authorized spending to-date)	\$1,174,408