



AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

MEETING DATE	Apr 18 2017 10:35AM - Regular School Board Meeting
AGENDA ITEM	ITEMS
CATEGORY	EE. OFFICE OF STRATEGY & OPERATIONS
DEPARTMENT	Procurement & Warehousing Services

Special Order Request	
<input type="radio"/> Yes	<input checked="" type="radio"/> No
Time	
Open Agenda	
<input checked="" type="radio"/> Yes	<input type="radio"/> No

ITEM No.:
EE-9.

TITLE:
Recommendation for Renewal and Additional Spending Authority - 16-007B Letter and Legal-Sized Paper

REQUESTED ACTION:
Approve the recommendation to renew and increase the spending authority for the above Invitation to Bid (ITB). New Contract Term: July 1, 2015, through July 30, 2018, 3 Years; User Department: District-wide; New Award Amount: \$3,650,000; Awarded Vendor(s): Mac Paper Inc.; Minority/Women Business Enterprise Vendor(s): None

SUMMARY EXPLANATION AND BACKGROUND:
ITB 16-007B - Letter and Legal-Sized Paper is being used throughout the District for daily use to print special projects, documents, emails, facsimiles, etc. Under this contract, originally schools and departments had the option to have copy paper shipped directly from the vendor to schools, centers and other locations with no additional cost. However, based on the difficulties to meet the required minimum, all orders are now being placed by the Warehouse only. This request is to approve an additional spending authority of \$450,000 and a contract renewal for one (1) year starting August 1, 2017, through July 30, 2018. A copy of the bid document is available online at:
http://www.broward.k12.fl.us/supply/agenda/16-007B_LetterLegalPaper_BidwithAddendums.pdf

SCHOOL BOARD GOALS:
 Goal 1: High Quality Instruction
 Goal 2: Continuous Improvement
 Goal 3: Effective Communication

FINANCIAL IMPACT:
The estimated financial impact to the District will be \$450,000. The contract award amount was for \$3,200,000. The request is to increase the spending authority by \$450,000, bringing the new contract value to \$3,650,000. The funding source will come from existing approved school/department/center budgets. The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the estimated contract award amount.

EXHIBITS: (List)
(1) Executive Summary (2) Recommendation Tabulation 4-21-2015 (3) Financial Analysis Worksheet (4) Renewal Letter (5) Supplier Evaluation (6) Survey

BOARD ACTION:
APPROVED
(For Official School Board Records Office Only)

SOURCE OF ADDITIONAL INFORMATION:

Name: Mary C. Coker	Phone: 754-321-0501
Name:	Phone:

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
Senior Leader & Title

Maurice L. Woods - Chief Strategy & Operations Officer

Approved In Open Board Meeting On: APR 18 2017

Signature
Maurice Woods
4/7/2017, 12:22:50 PM

By: *Abby M. Freedman*
School Board Chair