

## **EXECUTIVE SUMMARY**

### **Recommendation of \$500,000 or Less 18-149R – Auto Body Repair & Painting**

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The School Board of Broward County, (SBBC) Florida, released the Invitation to Bid (ITB) 18-149R Auto Body Repair & Painting on December 6, 2017, and it was opened on January 19, 2018. Procurement & Warehousing Services (PWS) received one (1) bid for this ITB. This ITB is for accident and collision repairs of SBBC's automotive fleet vehicles, school buses, and light, medium, heavy-duty trucks.

The ITB pricing was based on an hourly cost for labor and a single-fixed percentage discount for parts. The ITB also included the option for the vendor to include the cost of parts in any repairs or the District to purchase the required parts. Providing this option in the ITB will allow the STFS more options to better leverage pricing for parts.

Currently, STFS has a limited number of staff for auto body repairs. The current staffing level includes one (1) painting laborer and three (3) auto body repair specialists for 1260 buses and 823 white fleet vehicles. The District averages forty-six (46) damaged vehicles per month and spends approximately \$8300 per month on those repairs using outside vendors. The remainder of the auto body repairs are handled in-house. To limit down time of vehicles, STFS will utilize outside vendors to supplement current staffing levels in the department.

#### **Financial Impact**

The estimated spend for the term of the contract is for \$50,000. The term of the contract award is for one (1) year, February 22, 2018, through February 28, 2019. School Board approval of this recommendation represents an estimate contract value; the amount authorized will not exceed the estimated contract award amount.

Funding for this ITB will come from Student Transportation & Fleet Services (STFS) operating budget.