



# AGENDA REQUEST FORM

## THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ITEM No.:  
**EE-10.**

|                     |   |
|---------------------|---|
| <b>MEETING DATE</b> | 2018-03-06 10:05 - School Board Operational Meeting |
| <b>AGENDA ITEM</b>  | ITEMS   |
| <b>CATEGORY</b>     | EE. OFFICE OF STRATEGY & OPERATIONS                 |
| <b>DEPARTMENT</b>   | Procurement & Warehousing Services                  |

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

**TITLE:**  
Recommendation for Renewal and Additional Spending Authority - 16-123B - Plasticware and Flatware Cutlery for Cafeterias

**REQUESTED ACTION:**  
Approve the renewal and additional spending authority for the above Invitation to Bid (ITB). Contract Term: July 1, 2016 through June 30, 2019, 3 Years; User Department: Food & Nutrition Services; Additional Requested Amount: \$7,000; New Award Amount: \$1,117,000; Awarded Vendor(s): Daxwell; All Florida Paper, LLC; Small/Minority/Women Business Enterprise Vendors: None.

**SUMMARY EXPLANATION AND BACKGROUND:**  
ITB 16-123B - Plasticware and Flatware Cutlery for Cafeterias, was awarded by the School Board on March 21, 2017. The current contract expires on June 31, 2018, therefore, this request is presented to exercise the first renewal of this contract for one (1) additional year.  
  
A copy of the bid documents are available online at:  
[http://www.broward.k12.fl.us/supply/agenda/16-123B\\_PlasticwareAndFlatwareCutleryForCafeterias.pdf](http://www.broward.k12.fl.us/supply/agenda/16-123B_PlasticwareAndFlatwareCutleryForCafeterias.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 \$1,117,000. The funding source will come from the Food & Nutrition Services Department's operating budget. The contract award amount was for \$1,110,000. The request is to increase the spending authority by \$7,000, bringing the new contract value to \$1,117,000. The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the contract award amount.

**EXHIBITS: (List)**  
(1) Executive Summary (2) Approved ARF 6-21-2016 RSBM EE-7 (3) Recommendation Tabulation - 6-21-2016 (4) Financial Analysis Worksheet (5) Vendor Renewal Letter -2 (6) Survey

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

|  |                     |
|--|---------------------|
| <b>SOURCE OF ADDITIONAL INFORMATION:</b> |                     |
| Name: Mary Mulder                        | Phone: 754-321-0215 |
| Name: Mary C. Coker                      | Phone: 754-321-0501 |

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

Maurice L. Woods - Chief Strategy & Operations Officer

Signature  
*Maurice Woods*  
2/26/2018, 1:56:58 PM

Approved In Open Board Meeting On: **MAR 06 2018**  
*Rona Rupert*  
School Board Chair