

## EXECUTIVE SUMMARY

### Recommendation of \$500,000 or Less 19-025N – Service and Repair of Sewing Machines

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This request is to approve the recommendation to award Invitation to Bid (ITB) 19-025N for Service and Repair of Sewing Machines for one (1) year starting July 1, 2018 through July 31, 2019. This ITB is primarily used by the Fashion and Interior Design program that requires students to demonstrate skills in the construction of simple garments, in addition to alterations and repair of clothing.

#### Procurement Method

The solicitation ran from April 9, 2018 through May 7, 2018. There were one hundred-nineteen (119) vendors notified, four (4) vendors downloaded the ITB, and one (1) bid was received before bid opening. In order to meet the needs of The School Board of Broward County, Florida, Procurement & Warehousing Services (PWS) is recommending the bid be awarded to Sunrise Sewing Machines, Inc., that is responsible and meets all specifications, terms, and conditions.

The tenure of the contract is being reduced to one (1) year because only one (1) bid was received.

#### Program Details

1. **Schools Included:** Scope primarily includes the below schools:

1. Cypress Bay High School
2. Piper High School
3. Fort Lauderdale High School
4. JP Tarvella High School
5. Hallandale Adult & Community Center
6. Indian Ridge Middle School

2. **Machines Included:** Scope includes over three hundred-fifty (350) computerized or manual machines including but not limited to:

1. Basic home machines
2. Industrial machines
3. Quilting machines
4. Embroidery machines
5. Sergers

#### Financial Impact

The total spending authority requested is \$75,000 based on the monthly expenditure from the previous bid. Funding for this Bid is provided by Physical Plant Operations' operating budget.

(historical average monthly expenditures)	\$ 6,100
(number of months)	<u>12</u>
(total)	<u>\$ 73,200</u>
<b>(Total spending authority (rounded))</b>	<b><u>\$ 75,000</u></b>

With School Board approval, the total spending authority will be for \$75,000.

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**Estimated Savings**

The contract rates for the new ITB will result in savings to the District as demonstrated below:

	<b>Current Bid</b>	<b>New Bid</b>	<b>Difference</b>	<b>Savings</b>
<u>Flat Rate Per Inspection</u>	\$35.70	\$20.00	\$15.70	44%
<u>Labor Rate for Repairs</u>	\$65.00	\$56.00	\$9.00	14%

The previous solicitation 14-020N was awarded to Ace Sewing & Vacuum, which started on July 1, 2013 through June 30, 2016, with a spending authority of \$500,000. In accordance with bid specifications, SBBC utilized two (2) one (1) year renewal options that extended the contract term to June 30, 2018, with a revised spending authority of \$367,476.