

## EXECUTIVE SUMMARY

### Recommendation for Additional Spending Authority 16-019N - Athletic and Physical Education Supplies, Equipment, Uniforms and Shirts (Catalog)

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This request is to approve the recommendation for additional spending authority for the awarded Invitation to Bid (ITB) 16-019N – Athletic and Physical Education Supplies, Equipment, Uniforms and Shirts (Catalog). The term of this ITB is November 22, 2015 through November 30, 2018, three (3) years. This bid covers the cost of physical education supplies and equipment, athletics, uniforms, shirts, athletic apparel and equipment for interscholastic athletic teams. The Bid was awarded to fourteen (14) Vendors offering a discount off catalog prices.

#### Program Details

- ❖ At each of the twenty-nine (29) high schools, there are twenty-four (24) athletic teams. The funding limit allows schools to purchase uniforms, hats, and other sports-related apparel. For example, the lifespan of a uniform is less than five (5) years. The wear and tear of apparel requires a school to provide continuous replacement in sports.
- ❖ This same need is also required at the middle school level with eight (8) sport offerings at forty-two (42) middle schools.
- ❖ The bid allows Physical Education (PE) classes to order PE curriculum supplies and equipment for the classes offered for grades K through 12. It enables PE teachers to have the ability to purchase playground balls, jump ropes, equipment for the younger children to use, such as plastic baseball bats and baseballs.

#### Financial Impact

This request is for an additional spending authority of \$696,000 to cover purchases from June through November 30, 2018. The spending authority approved for this Bid is \$3,500,000, however as illustrated on the Financial Analysis Worksheet attached, that amount has been depleted.

Below is the detail of the new spending authority request.

<u>(historical average monthly expenditures)</u>	<u>\$ 116,000</u>
<u>(number of months)</u>	<u>6</u>
<u>(estimated forecasted spend)</u>	<u>\$ 696,000</u>
<u>(additional spending authority) (rounded)</u>	<u>\$ 700,000</u>
<u>(approved spending authority)</u>	<u>\$ 3,500,000</u>
<u><b>(Total spend authority (rounded))</b></u>	<u><b>\$ 4,200,000</b></u>

Upon approval of this item, the new spending authority will be \$4,200,000.

Approval of this recommendation does not mean the authorized amount will be spent.