



AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

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

MEETING DATE	Oct 20 2015 10:15AM - Regular School Board Meeting
AGENDA ITEM	OPEN ITEMS
CATEGORY	EE. OFFICE OF STRATEGY & OPERATIONS
DEPARTMENT	Procurement & Warehousing Services

ITEM No.:
EE-5.

TITLE:
Recommendation of \$500,000 or Less - 16-037N - Travel Agency and Tour Operation Services

REQUESTED ACTION:
Approve the recommendation to award for the above RFP. Contract Term: October 21, 2015, through December 31, 2018, 3 Years, 2 Months; User Department: District-wide; Award Amount: \$350,000; Awarded Vendor(s): Eleven (11); M/WBE Vendor(s): Four (4)
See supporting Docs for Continuation of Requested Action.

SUMMARY EXPLANATION AND BACKGROUND:
The School Board of Broward County, Florida, received thirteen (13) proposals for RFP 16-037N - Travel Agency and Tour Operation Services. This request is to recommend award to eleven (11) vendors. Travel agencies and tour operators are utilized to organize educational travel packages, such as airfare, hotel accommodations, and other travel arrangements, for students/youth groups to travel for educational, athletic, or recreational purposes.
A copy of the RFP documents are available online at: <http://www.broward.k12.fl.us/supply/agenda/RFP16-037N-Travel-Agency-and-Tour-Operation-Services.pdf>

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

FINANCIAL IMPACT:
The estimated financial impact will be \$350,000; funding will come from various locations. The financial impact represents an estimated contract value; however, the amount authorized will not exceed the estimated value.

EXHIBITS: (List)
(1) Continuation of Requested Action (2) Executive Summary (3) Agreements-11 (4) Evaluation Score Sheet (5) Financial Analysis Worksheet (6) Survey

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

SOURCE OF ADDITIONAL INFORMATION:

Name: Dr. Valerie Wanza	Phone: 754-321-3818
Name: Ms. Ruby Crenshaw	Phone: 754-321-0501

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

Maurice L. Woods - Chief Strategy & Operations Officer

Approved In Open Board Meeting On:

OCT 20 2015

Signature
Maurice Woods
Tuesday, October 13, 2015 7:30:04 PM

By: *Donna Jones*
School Board Chair