



AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ITEM No.:

EE-1.

MEETING DATE	2018-09-18 10:05 - Regular School Board Meeting
AGENDA ITEM	ITEMS
CATEGORY	EE. OFFICE OF STRATEGY & OPERATIONS
DEPARTMENT	Procurement & Warehousing Services

Special Order Request

 Yes No

Time

Open Agenda

 Yes No

TITLE:

Recommendation for Additional Spending Authority - 16-037N - Travel Agency and Tour Operation Services.

REQUESTED ACTION:

Approve an increase in spending authority for the above Request for Proposal (RFP). Contract Term: October 21, 2015 through December 31, 2018; 3 Years, 2 Months; User Department: District-wide; Additional Requested Amount \$220,000; New Award Amount: \$1,705,000. Awarded Vendor(s):16; Small/Minority/Women Business Enterprise Vendor(s): 4.

See Supporting Docs for continuation of Requested Action.

SUMMARY EXPLANATION AND BACKGROUND:

On October 21, 2015, The School Board of Broward County, Florida (SBBC), approved the award for RFP 16-037N - Travel Agency and Tour Operation Services. The purpose of this RFP was to select qualified vendors to organize educational travel packages, including airfare, charter buses, and hotel accommodations, and for educational, athletic and/or recreational purposes.

See Supporting Docs for continuation of Summary Explanation and Background.

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 \$220,000. The contract award amount was \$1,485,000. The request is to increase the spending authority by \$220,000, bringing the new contract value to \$1,705,000. The funding source will come from various locations' operating budgets and Grants. The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the estimated contract award amount.

EXHIBITS: (List)

(1) Continuation of Requested Action (2) Continuation of Summary Explanation and Background (3) Executive Summary (4) Approved ARF 1-17-2018 RSBM EE-3 (5) Approved ARF 12-20-2016 RSBM EE-9 (6) Approved ARF 10-15-2015 RSBM EE-5 (7) Financial Analysis Worksheet

BOARD ACTION:**APPROVED**

(For Official School Board Records Office Only)

SOURCE OF ADDITIONAL INFORMATION:

Name: Alan Straus	Phone: 754-321-3810
Name: Mary C. Coker	Phone: 754-321-0501

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDASenior Leader & Title
Maurice L. Woods - Chief Strategy & Operations Officer

Signature

Maurice Woods
9/7/2018, 3:12:07 PM

Electronic Signature

Form #4189 Revised 08/04/2017
RWR/ MLW/MCC/AS/mlApproved In Open
Board Meeting On:

SEP 18 2018

By: *Matthew P. Bartow*
for School Board Chair