

EXECUTIVE SUMMARY

Recommendation to Revise Recommendation Tabulation 19-048B – Custodial Maintenance and Basic Cleaning Supplies

Introduction

Responsible: Procurement & Warehousing Services (PWS)

This request is to approve the Revised Recommendation Tabulation for ITB 19-048B – Custodial Maintenance and Basic Cleaning Supplies. This ITB was approved by the School Board at its September 5, 2018, School Board Operational Meeting. A correction on the original recommendation is necessary to properly recognize Dade Paper & Bag, LLC D/B/A Imperial Dade as the alternate awardee on bid item 30. Originally Dade Paper was incorrectly awarded as a primary together with Pyramid Paper Company D/B/A Pyramid School Products (the correct primary awardee). This change will reflect the correct award for item 30, as follows:

- Primary awardee: Pyramid Paper Company D/B/A Pyramid School Products
- Alternate awardee: Dade Paper & Bag, LLC D/B/A Imperial Dade

Goods/Services Description

Responsible: Physical Plant Operations (PPO)

PPO, schools, centers, and departments use this contract to procure tools and materials that are used throughout the District to maintain clean and safe environments. Materials on this Bid include items such as brooms and mops of different sizes and for different applications, trash receptacles, buckets, dusters, and scrubbers, among others. All items are delivered to the Central Warehouse, and District locations place orders on an as-needed basis.

Procurement Method

Responsible: PWS

The bid was competitively solicited and awarded by item or group of items to the two (2) lowest responsive and responsible Bidders meeting specifications, terms, and conditions. Twelve (12) bidders responded to ITB 19-048B. The Supplier Diversity and Outreach Program department was notified of this ITB's release in order to solicit minority vendors, and two (2) Small Minority/Women Business Enterprise vendors responded to this ITB.

The bid was awarded by item and group of items to a primary and an alternate vendor who met all specifications, terms, and conditions of the bid.

Recognizing the need to take corrective action, PWS immediately sent a Revised Posting Notification via DemandStar to all vendors on the bid. The results of this revision are included in the Revised Recommendation Tabulation presented with this item for consideration by the School Board.

Financial Impact

Responsible: PWS and PPO

There is no additional financial impact associated with this proceeding as the contract's spending authority request was approved at the School Board Operational Meeting of September 5, 2018.