

EXECUTIVE SUMMARY

Recommendation of Renewal and Additional Spending Authority 15-080T – Pest Control Services

Introduction

Responsible: Procurement & Warehousing Services (PWS)

This request is to approve the recommendation for renewal and additional spending authority for Invitation to Bid (ITB) 15-080T – Pest Control Services for a period of six (6) months from January 1, 2019 through June 30, 2019. The intention is to combine this Bid with the Termite Extermination Services bid since services are similar and performed by the same companies.

The current ITB 15-080T – Pest Control Services was approved on January 21, 2015, with an initial three (3) year contract that expired on December 31, 2017, plus two (2) one (1) year renewals. ITB 15-080T was originally awarded a spending authority of \$921,732. An additional increase of spending authority for \$200,000 was requested and approved on July 25, 2017, bringing the current total award amount to \$1,121,732. The first one (1) year renewal was approved on November 7, 2017, extending the expiration date to December 31, 2018, with an additional spending authority of \$540,000, bringing the current award amount to \$1,661,732.

Goods/Services Description

Responsible: Physical Plant Operations (PPO)

PPO provides management for this critical bid that provides routine and upon request pest control services at all of The School Board of Broward County, Florida (SBBC), locations to ensure a safe and healthy environment for students, staff, and visitors. Routine pest control services are performed monthly at all SBBC facilities. However, if there are problem areas that do not respond to standard treatments, the awardee(s) will return to the location(s) within forty-eight (48) hours, at no charge, to take the appropriate measures indicated for the type of pest being treated.

The District has contracted with Beach Environmental Exterminating, Inc. since the original award of this ITB. There has been no disruption of service or concerns regarding this vendor's performance.

Procurement Method

Responsible: PWS

The bid was originally awarded to Beach Environmental Exterminating, Inc. as a primary vendor, Hulett Environmental Services, Inc., as the first alternate, Terminix International, Inc., as the second alternate, and Orkin, LLC as the third alternate. On the first renewal, Beach Environmental Exterminating, Inc. agreed to renew the contract and committed to provide a two (2) percent discount off current pricing, as such realizing future savings to the District. However, Terminix International, Inc. never responded to our request for renewal, and Hulett Environmental Services, Inc. and Orkin, LLC declined to renew. PPO agrees with renewing the contract with Beach Environmental Exterminating, Inc. as the primary vendor, and continuing without an alternate, as they have not needed to utilize any alternate vendors in the past four (4) years.

Recommendation of Renewal and Additional Spending Authority
15-080T – Pest Control Services
November 7, 2018 Board Agenda
Page 2

Financial Impact
Responsible: PWS and PPO

The total spending authority estimated for the renewal period is \$193,896, as demonstrated in the breakdown below:

Historical Average Monthly Expenditures	\$	32,316
Number of months		<u>6</u>
Estimated forecasted spend for six (6) months	\$	193,896

Since this contract has unused spending authority related to the original term (per the Financial Analysis Worksheet), the requested additional spending authority for the six (6) months renewal will be \$85,000, as demonstrated below:

Current total unused authorized and available spending	\$	207,506
(-) minus		
Three (3) months still pending in current contract	<u>\$</u>	<u>96,948</u>
Estimated total unused authorized spending at the end of current contract	\$	110,558
(-) minus		
Total spending authority estimated	<u>\$</u>	<u>193,896</u>
Total requested spending authority	\$	83,338
Total requested spending authority (rounded)	\$	85,000

The amount requested was determined based on Physical Plant Operations Department’s requirements to satisfy the needs of the District, and a comparison of expenditures from the previous bid term. The financial impact amount represents an estimated contract value; however, expenditures for this contract will not exceed the contract award amount.