

EXECUTIVE SUMMARY

Recommendation of \$500,000 or Greater 19-055N – Athletic and Physical Education, Supplies, Equipment, Uniforms, and Shirts (Catalog)

Introduction

Responsible: Procurement & Warehousing Services (PWS)

This request is to approve the recommendation to award Invitation to Bid (ITB) 19-055N to seventeen (17) Vendors, for three (3) years starting December 1, 2018 through December 31, 2021, with a renewal option for two (2) additional (1) year periods. ITB 19-055N will facilitate the purchase of athletic supplies throughout the District, and includes, but not limited to physical education, uniforms, and shirts.

Goods/Services Description

Responsible: Office of School Performance and Accountability (OSPA)

Over 22,000 students participate in middle and high school athletic teams. Interscholastic sports have equipment standards set by the Florida High School Athletic Association, National Federation of State High School Associations, National Operating Committee on Standards for Athletic Equipment, and other independent foundations. This ITB will allow the District schools to purchase the necessary athletic equipment to compete in local, regional, and state athletic competitions. Additionally, this ITB will also allow schools to purchase uniforms, hats, and other sports-related apparel. The wear and tear of apparel require a school to provide a continuous replacement in sports uniforms.

Procurement Method

Responsible: PWS

The solicitation ran from July 19, 2018 through August 23, 2018. There were six hundred, and nine (609) vendors notified, forty-seven (47) vendors downloaded the ITB, and twenty-one (21) bids were received before bid opening. The bid shall be awarded by item to the vendor who provided the greatest discount and was responsive and responsible, meeting all specifications, terms, and conditions.

Financial Impact

Responsible: PWS and OSPA

The total spending authority requested is \$4,200,000 based on the monthly expenditure from the previous bid. The funds will come from each schools operating budget.

<u>(historical average monthly expenditures)</u>	<u>\$ 119,000</u>
<u>(number of months) thirty-four</u>	<u>(34)</u>
<u>(estimated forecasted spend)</u>	<u>\$ 4,200,000</u>