

## EXECUTIVE SUMMARY

### Recommendation to Approve First Renewal 16-129T – Sale of Surplus Metals – Pre-Approval of Vendors

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#### Introduction

##### Responsible: Procurement & Warehousing Services (PWS)

This request is to approve the recommendation to renew Invitation to Bid (ITB) 16-129T – Sale of Surplus Metals – Pre-Approval of Vendors for the first of two (2) allowable one (1) year renewals. Procurement & Warehousing Services (PWS), Physical Plant Operations (PPO), and Transportation to dispose of ferrous and non-ferrous surplus metals such as aluminum, steel, copper and white goods (refrigerators and stoves), utilize this Bid. The contract term of this Bid will extend to May 31, 2020.

#### Goods/Services Description

##### Responsible: PWS, Physical Plant Operations (PPO) & Vehicle Maintenance (VM)

This Bid is utilized by PWS, PPO, and Transportation to dispose of ferrous and non-ferrous surplus metals such as aluminum, steel, copper and white goods (refrigerators and stoves). Both ferrous and non-ferrous surplus metals are accumulated from several PPO maintenance locations, bus garages, and B-stock.

#### Procurement Method

##### Responsible: PWS

This ITB 16-129T was approved on August 16, 2016, with an initial contract term of two (2) years and nine (9) months, through May 31, 2019, with an option for two (2) additional one (1) year renewal periods. The awarded vendors include Capital Scrap Metal, LLC and FPT Fort Lauderdale d/b/a Sunrise Recycling. Capital Scrap Metal has agreed to renew the contract at the same terms, conditions, and prices as originally awarded. FPT Fort Lauderdale d/b/a Sunrise Recycling did not respond to the renewal option. Several attempts were made via email and phone calls with no response. A review of the State of Florida Sunbiz registry indicates the company corporation registration is inactive. Staff has indicated that the vendor's performance is satisfactory and recommend the extension and continuation of services with the one (1) vendor. The one (1) vendor has consistently provided the District with the highest quote for surplus metals.

#### Financial Impact

##### Responsible: PWS, PPO and VM

There is a positive financial impact on the District. This ITB provides the District with the opportunity to generate revenue. The amount of revenue generated is dependent upon market conditions. The proceeds received from the sale of ferrous and non-ferrous metals are deposited into the District's General Fund Account. The table below is a breakdown of income the District received during the term of the ITB from August 17, 2016 through May 31, 2019. The following source of information are from the checks received by the District from the vendors:

| Fiscal Year               | Amount of Income |
|---------------------------|------------------|
| 2016/2017                 | \$ 127,229       |
| 2017/2018                 | \$ 143,072       |
| 07/2018 through 2/20/2019 | \$ 46,320        |