

EXECUTIVE SUMMARY

Recommendation of \$500,000 or Less FY20-080 - Fire Extinguisher and Systems

Introduction

Responsible: Procurement & Warehousing Services (PWS)

This request is to approve the recommendation to award Invitation to Bid (ITB) FY20-080 - Fire Extinguisher and Systems for a period of one (1) year from October 1, 2019 through September 30, 2020. ITB FY20-080 - Fire Extinguisher and Systems was issued to replace the previous ITB 13-036T - Inspection, Repair, Replacement, and Recharge for Fire Extinguishers and Fire Extinguishing Systems. The requested spending authority for this ITB is \$175,000.

Goods/Services Description

Responsible: Physical Plant Operations (PPO)

This Bid is utilized by Physical Plant Operations (PPO) to test, tag, label, and recharge portable fire extinguishers as needed in support of the in-house PPO technicians who service the portable extinguishers District-wide. This Bid is also used to perform semi-annual inspections and needed repairs to fixed fire extinguisher systems (dry chemical, CO2 systems, and wet agent systems) that are located primarily in school kitchen cooking areas.

Fire extinguishing systems are required by law to be maintained according to the National Fire Protection Association (NFPA 1, 101), State of Florida Building Code Chapter 9, State of Florida Statutes #633, and the Florida Fire Prevention Code.

Procurement Method Responsible: PWS

The solicitation for this ITB ran from May 20, 2019 through June 17, 2019. There were one hundred, and forty (140) vendors notified, and ten (10) vendors downloaded the ITB. Procurement & Warehousing Services received one (1) bid, and two (2) "no bids" statement.

The Affirmative Procurement Initiative recommended by the Supplier Diversity and Outreach Program for this Bid was the Small Business Enterprise (SBE) Subcontracting Goals Program. An SBE Subcontracting Goal of three (3) percent is established for this solicitation. Prime bidders if awarded, shall commit to subcontracting three (3) percent of the total contract value to an School Board of Broward County, Florida, Certified SBE.

Financial Impact Responsible: PWS and PPO

The total spending authority requested is \$175,000, as demonstrated in the breakdown below:

Historical Average Monthly Expenditures		\$ 14,440
Number of months		12
Estimated forecasted spend	=	\$ 173,280
Total spend authority (rounded)		\$ 175,000

Funding for this ITB will come from the PPO's operating budget. The amount requested was determined based on the Department's requirement to satisfy the needs of the District. The financial impact amount represents an estimated contract value; however, expenditures for this ITB will not exceed the contract award amount.