

EXECUTIVE SUMMARY

Recommendation to Reject all Bids FY20-103 - High Capacity Air Conditioning Filters

Introduction

Responsible: Procurement & Warehousing Services (PWS)

This request is to approve the recommendation to reject all bids submitted in connection to Invitation to Bid (ITB) FY20-103 - High Capacity Air Conditioning Filters. This recommendation is presented in accordance with Section 6A-1.012(12)(c), Florida Administrative Code, and Part II, Section J of Purchasing Policy 3320 and Section 3, General Condition 6 of ITB FY20-103: "In the best interest of The School Board of Broward County, Florida (SBBC), the School Board reserves the right to: 2) reject any or all bids received when there are sound documented business reasons that serve the best interests of SBBC". Bidders did not meet the criteria stated in Special Condition 16 - Test Requirements.

Goods/Services Description

Responsible: Physical Plant Operations (PPO)

Physical Plant Operations (PPO) utilizes this Bid to purchase High Capacity Air Conditioning Filters for schools and sites throughout the District. PPO and school custodial staff regularly replace air conditioner filters throughout the District. Filters are replaced monthly to semi-annually, depending on the size and thickness of the filter, and equipment manufacturer recommendations. Timely filter replacements are essential to avoid endangering public health, improving indoor air quality, maximizing the life expectancy of equipment, reducing repair costs and downtime of equipment.

Procurement Method

Responsible: PWS

The solicitation for this ITB ran from July 8, 2019 through August 1, 2019. One hundred and four (104) vendors were notified, and sixteen (16) vendors downloaded the ITB documentation. Procurement & Warehousing Services received three (3) responses. However, the bids could not be evaluated as bidders did not meet the criteria stated in Special Condition 16 Test Requirements: "Test reports REQUIRED for the bid must be published by an American Society of Heating, Refrigeration & Air Conditioning Engineers qualified independent testing laboratory using the 24 x 24" dimensions in all three (3) nominal thicknesses, in both high and standard capacity, obtained from a sample purchased on the open market. The test data shall be current and published within the last three (3) years. Submission of testing for just one (1) size nominal thickness is not acceptable. Failure to submit test reports shall be considered the reason for disqualification of Bidder."

SBBC will revisit and potentially revise the specifications of the ITB that resulted in disqualification of the Bidders and re-release. Additionally, PWS contacted the bidders for this ITB, requesting actions to make sure all bidders are able to comply with all Bid requirements, and also performed an outreach to other potential bidders in the market. The current contract ITB 16-046R expires on October 3, 2019. Since these products are vital to the District, Item EE-6 is also being presented to request approval to exercise the contract's extension option from October 4, 2019, until January 31, 2020, in accordance to the ITB's terms and conditions.

PWS intended to extend for one hundred and eighty (180) days, however, the vendor only agreed to extend for ninety (90) days. Extending for ninety (90) days will allow PWS to release a new ITB and maintain continuity of services.

Financial Impact

Responsible: PWS and PPO

There is no financial impact to the District.