

EXECUTIVE SUMMARY

Recommendation for Additional Spending Authority 17-097R – Petroleum Tanks and Environmental Services

Introduction

Responsible: Procurement & Warehousing Services (PWS)

This request is to approve additional spending authority for Request for Proposal (RFP) 17-097R – Petroleum Tanks and Environmental Services. RFP 17-097R was approved by the School Board on June 13, 2017, as part of Agenda Item EE-9 for a term of three (3) years from June 28, 2017 through June 30, 2020, with an authorized spending authority of \$350,000. This Bid is used by the Environmental Health & Safety (EH&S) and Student Transportation & Fleet Services departments to facilitate the service and repair of petroleum tanks while providing environmental services throughout the District.

The requested additional spending authority is \$87,000

Goods/Services Description

Responsible: Environmental Health & Safety (EH&S)

The scope of work includes annual inspection/testing, parts installation, transportation, fleet services, and miscellaneous repairs including line tightness testing, overfill protection device inspection, leak detection system repairs, and spill containment equipment and repairs for underground and aboveground petroleum storage tank systems at District facilities.

Since October 2017, Student Transportation & Fleet Services utilized the contract for diesel fuel polishing at five refueling locations, annual inspections/recertifications of the underground fuel storage tanks, cathodic protection system testing, fuel delivery pump repairs, and miscellaneous repairs to leak detection and level sensors for the electronic monitoring systems.

Since January 2018, EH&S has utilized this contract to obtain monthly inspections of the aboveground and underground storage tanks associated with the emergency generator systems, which includes nineteen (19) facilities with storage tanks greater than five hundred and fifty (550) gallons. Also, annual storage tank level sensor and leak detection certifications are performed. These inspections are conducted to meet Broward County and Florida Department of Environmental Protection storage tank rules, regulations, registration, and licensing requirements.

Based on the findings from these monthly storage tank inspections and annual certifications, Student Transportation & Fleet Services and EH&S has coordinated with the vendor to provide necessary repairs or upgrades to the storage tanks and monitoring systems. Following repairs/modifications, testing, troubleshooting was performed to ensure these systems were operating properly. To date EH&S has requested the vendor conduct repairs/maintenance for the emergency generator system's tanks at seven (7) facilities: Indian Ridge Middle, Silver Trail Middle, Blanche Ely High, Dillard High, Boyd Anderson High, Westglades Middle, and Technology and Support Services Facility.

Finally, EH&S coordinated the removal and proper disposal of four (4) unused aboveground storage tanks at the West Central Bus Facility as mandated by the Florida Department of Environmental Protection.

Recommendation for Additional Spending Authority
17-097R – Petroleum Tanks and Environmental Services
October 2, 2018 Board Agenda
Page 2

Procurement Method
Responsible: PWS

The solicitation for this ITB ran from October 28, 2016 through February 13, 2017, where eight hundred and forty-six (846) vendors were notified, and fifty-three (53) vendors downloaded the RFP documentation. Procurement & Warehousing Services (PWS) received three (3) responses, and one (1) vendor is being recommended to award. The bid has a primary vendor who met all specifications, terms, and conditions of the RFP.

Financial Impact
Responsible: PWS and PPO

The total requested additional spending authority is \$87,000, as demonstrated in the breakdown below:

Average monthly expenditure	\$	12,120
Number of months left	x	10
Forecasted spending	\$	121,200
Minus (-)		
Unused authorized spending	\$	34,882
Estimated additional spending authority	\$	86,318
Requested additional spending authority (rounded)	\$	87,000

PWS is responsible for the management of the District contracts’ spending authority. This action is performed through the unique BID ID issued per solicitation, which only has a new number assigned when a new solicitation is awarded. In a renewal, the original BID ID assigned to the contract does not change, therefore spending authority analysis is performed in its totality.

Financial Impact Table

Action	Date	Term (years)	Amount
Original Spending Authority Request	6/14/2017	3	\$ 350,000
Additional Spending Authority (rounded)	10/2/2019		\$ 87,000
New Total Contract amount		3	\$ 437,000

Funding for this Bid will come from the Student Transportation & Fleet Services, and EH&S budgets as appropriate. The amount requested was determined based on the Department’s requirements to satisfy the needs of the District, and a comparison of expenditures from up to date current bid.

The Student Transportation & Fleet Services Department anticipates needing the following services before the end of the contract term:

- Annual Inspections (estimated \$7,000)
- Miscellaneous Repairs to pumps, sensors, electronic monitoring systems (\$30,000)
- **Estimated services total = \$37,000.**

Recommendation for Additional Spending Authority
17-097R – Petroleum Tanks and Environmental Services
October 2, 2018 Board Agenda
Page 3

The Environmental Health & Safety Department anticipates needing the following services before the end of the contract term:

- Perform repair/maintenance including leak sensor replacements or testing on leak detection systems within the next year (estimated \$20,000)
- Close/Dispose of small aboveground storage tank(s) (estimated \$15,000)
- Monthly storage tank inspections (\$38,500)
- Annual leak detection certification (\$4,200)
- Technology & Support Services Facility Tank Repairs/Minor Additions (\$6,500).
- **Estimated services total = \$84,200.**