

## EXECUTIVE SUMMARY

### Recommendation for Renewal and Reduction of Spending Authority 17-078R – Maintenance of Hardwood Floors

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#### Introduction

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

This request is to approve the first renewal through October 31, 2020, and reduction of spending authority for Invitation to Bid (ITB) 17-078R – Maintenance of Hardwood Floors. The term of this ITB 17-078R is December 21, 2016 through October 31, 2019 with an initial two (2) year and ten (10) month contract, and may, by mutual agreement between The School Board of Broward County, Florida (SBBC), and the awardee, be renewed for two (2) additional one (1) year renewal periods. This Bid is utilized by Physical Plant Operations (PPO) for the reconditioning of gymnasiums, stages, and dance studio floors involving repairs, painting, and related items necessary to complete the work.

The original awarded amount was \$1,200,000. The reduction of the spending authority requested is \$500,000.

The new spending authority will be \$700,000.

#### Goods/Services Description

##### Responsible: Physical Plant Operations (PPO)

PPO utilizes this Bid to repair and refinish various wood floors at locations throughout the District. The majority of work is performed on high school gymnasium and auditorium wood floors. This Bid is needed to keep gymnasium floors safe for use by students and staff. PPO maintains a schedule to ensure that the floors are regularly maintained in a safe manner. PPO is pleased with the performance of the vendors and recommends the annual renewal.

#### Procurement Method

##### Responsible: PWS

The solicitation for this ITB ran from August 31, 2016 through September 20, 2016, where four hundred and fifty-two (452) vendors were notified, and nine (9) vendors downloaded the ITB documentation. Procurement & Warehousing Services (PWS) received two (2) responses. The awarded vendors include Allsport Court Surfacing, LLC (as primary), and Trident Surfacing, Inc. (as secondary). Including an alternate awardee allows for continuity of services in the event that the primary vendor cannot comply with delivery requirements, specifications, or in emergency cases. The awarded vendors and PPO have agreed to renew the contract at the same terms, conditions, and prices as originally awarded.

#### Financial Impact

##### Responsible: PWS and PPO

There is no financial impact to the District. The spending authority reduction requested is \$500,000, as demonstrated in the breakdown below:

Historical Average Monthly Expenditures	\$	15,163
Number of months requested for renewal	x	12
Estimated forecasted spend (A)	\$	181,956
Historical Average Monthly Expenditures	\$	15,163
Number of remaining months on current term	x	2
Estimated spend for the remaining months on the current term (B)	\$	30,326
Total forecasted spend (A + B)	\$	212,282
Current unused authorized spending	\$	714,769
<b>Proposed spending authority reduction (Rounded)</b>	<b>\$</b>	<b>500,000</b>

**Recommendation for Renewal and Reduction of Spending Authority**

**17-078R – Maintenance of Hardwood Floors**

**October 2, 2019 Board Agenda**

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**Financial Impact Table:**

Action	Date	Term (years)	Amount
Original Spending Authority Request	12/21/2016	2.8	\$ 1,200,000
Renewal + Spending Authority reduction	10/02/2019	1	\$ (500,000)
New Total Contract amount		3.8	\$ 700,000

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.