

EXECUTIVE SUMMARY

Recommendation to Approve First Renewal and Additional Spending Authority 16-097N – Gym Equipment

Introduction

Responsible: Procurement & Warehousing (PWS)

This request is to approve the First Renewal through October 31, 2020, and Additional Spending Authority for Invitation to Bid (ITB) 16-097N - Gym Equipment. The ITB was approved by the School Board at the RSBM on October 18, 2016, under Item EE-5 for three (3) years starting October 19, 2016 through October 31, 2019, with a renewal option for two (2) additional one (1) year periods, with an approved spending authority of \$3,509,000.

The additional spending authority being requested is \$1,164,000.

Goods/Services Description

Responsible: Athletics & Student Activities

This ITB provides for the purchase of gym equipment for the District's twenty-nine (29) high school weight rooms. The District's SMART program allocated funds for the renovation of the weight rooms and purchase of equipment. Identified in the District Educational and Facility Plan is a line item for weight room renovation and equipment.

Procurement Method

Responsible: PWS

The ITB ran from March 31, 2016 through April 22, 2016. There were two hundred, and sixty-eight (268) vendors notified, twenty-two (22) vendors downloaded the ITB, and eight (8) proposals were received before bid opening.

Financial Impact

Responsible: PWS and Athletics & Student Activities

The requested additional spending authority for the one (1) year renewal will be \$1,164,000, as demonstrated below:

Historical Average Monthly Expenditures	\$	97,000
Number of months		<u>12</u>
Total Estimated forecasted spend		<u>\$ 1,164,000</u>

The unused spending authority amount of \$131,179 will be used to cover the expenses for the current contract term. Funding for this Bid will come from the school operational budget. Upon the approval of this item, the total approved spending authority will be \$4,673,000.

Financial Impact Table:

Action	Date	Term (years)	Amount
Original Spending Authority Request	10/19/2016	3	\$ 3,509,000
1 st Renewal + Additional Spending Authority	10/2/2019	1	\$ 1,164,000
New Total Contract amount		4	\$ 4,673,000

The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the contract award amount.