

EXECUTIVE SUMMARY

Recommendation for Renewal and Additional Spending Authority 18-014R – School Bus Transportation Services

Introduction

Responsible: Procurement & Warehousing Services (PWS)

This request is to approve the recommendation to renew and increase the spending authority for Invitation to Bid (ITB) 18-014R – School Bus Transportation Services. The School Board approved ITB 18-014R on June 13, 2017, for a contract term of July 1, 2017 through June 30, 2020, with an option for two (2) additional one (1) year periods. This recommendation is exercising the first option to renew this ITB for one (1) additional year from July 1, 2020 through June 30, 2021, with an additional spending authority of \$118,000

Due to the COVID-19 crisis, there was no consideration given for spending authority for the remainder of the School Year.

Goods/Services Description

Responsible: District-wide

This ITB for School Bus Transportation Services provides extracurricular transportation services to transport students, staff, chaperones, and advisors to and from athletic and scholastic events, and field trips. Transportation services may include day trips to various sites throughout Palm Beach, Broward, and Miami-Dade counties.

Procurement Method

Responsible: PWS

The School Board of Broward County, Florida, released ITB 18-014R, which ran from April 4, 2017, with a due date of April 25, 2017. This ITB was approved at the June 13, 2017, School Board Operational Meeting. Three (3) vendors were approved for the award. There was one (1) additional release of ITB 18-014R to award additional vendors. The School Board approved ITB 18-014R-01 on September 26, 2017, to add an additional three (3), vendors.

Financial Impact

Responsible: PWS

The additional estimated spend for the term of the contract is \$118,000, which was determined based on historical usage reports and forecasted expenditures.

Upon approval of this item, the new spending authority will be \$2,218,000.

| | | |
|--|-----|-------------------|
| Historical monthly spend | | \$ 49,286 |
| Forecasted spend twelve (12) months | (X) | 12 |
| Forecasted spend | | \$ 591,430 |
| (-) Unused spending authority | (-) | \$ 473,568 |
| Estimated spending authority | | \$ 117,862 |
| Recommended Additional Spending Authority (rounded) | | \$ 118,000 |

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The following table is a breakdown of the total contract award for ITB 18-014R:

| Action | Date | Term (Years) | Amount |
|---|-------------|-------------------------|---------------------|
| Original spending authority | 6/13/2017 | 3 | \$ 2,100,000 |
| Additional Vendors awarded | 9/26/2017 | N/A | N/A |
| 1 st renewal and additional spending authority | 5/19/2020 | 1 | \$ 118,000 |
| New Total Spending Authority | | 4 | \$ 2,218,000 |

The funding for this ITB will come from the departments and schools' operating budget and/or internal funds.