

EXECUTIVE SUMMARY

Recommendation for Piggyback Renewal and Reduction of Spending Authority 58-077R – Agriculture and Lawn Equipment

Introduction

Responsible: Procurement & Warehousing Services (PWS)

Approve the recommendation to renew a piggyback through December 30, 2020, by the State of Florida, solicitation No. ITB 20-21100000-C, and reduction of spending authority for Piggyback 58-077R – Agriculture and Lawn Equipment. Piggyback 58-077R was approved on November 7, 2017, with an initial two (2) year and seven (7) month contract, through June 30, 2020. This Bid is utilized by Physical Plant Operations (PPO) for the purchase and delivery of agriculture and lawn equipment.

The original spending authority was \$400,000. The reduction of the spending authority being requested is \$303,000 and covers the estimated amount projected for the next six (6) month renewal period. The new spending authority will be \$97,000.

Goods/Services Description

Responsible: Physical Plant Operations (PPO)

PPO and various schools and departments use this Piggyback to purchase replacement equipment for worn out and/or unrepairable equipment. The piggyback covers the purchase and delivery of new agriculture and lawn equipment such as; utility tractors, agricultural tractors, lawnmowers, hand-held equipment, and accessories.

Some of the benefits realized by this Piggyback are price discounts on equipment, accessories parts and the prices include all charges for packing, handling, freight, distribution, and delivery. Pricing is tied to the Bureau of Labor's Producer Price Index to keep current with market conditions.

Procurement Method

Responsible: PWS

Piggybacking on this large-scale contract represents pricing advantages, and as such, cost savings to the District.

In accordance with Florida Administrative Code (F.A.C.), Rule 6A-1.012(6) and Purchasing Policies 3320, Part II, General Provisions, Item M states that: "In lieu of requesting competitive solicitations from three (3) or more sources, District School Boards may make purchases at or below the specified prices from contracts awarded by other city or county governmental agencies, other District School Boards, Community Colleges, Federal Agencies, the Public or Governmental Agencies of any State, or from State University system cooperative bid agreements, when the proposer awarded a contract by another entity defined herein will permit purchases by a district School Board at the same terms, conditions, and prices (or below such prices) awarded in such contract, and such purchases are to the economic advantage of the District School Board."

PWS and PPO will evaluate possible procurement method options and will provide its recommendation for a future term, after the expiration of this extension.

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Financial Impact

Responsible: PWS and PPO

The original spending authority was \$400,000. The reduction of the spending authority being requested is \$303,000 and covers the estimated amount projected for the next six (6) month renewal period. The new spending authority will be \$97,000.

Please see below breakdown for entire bid term:

Historical average monthly expenditures	\$	2,614
<u>Number of months requested for renewal</u>	x	<u>6</u>
Estimated forecasted spend	\$	15,684
(-) Current unused authorized spending	\$	318,968
Proposed spending authority reduction	\$	303,284
Proposed spending authority reduction (rounded)	\$	303,000

Procurement & Warehousing Services 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 (months)	Amount
Original spending authority request	11/7/2017	31	\$ 400,000
Bid renewal and reduction of spending authority	6/23/2020	6	(\$ 303,000)
Total Contract Amount		37	\$ 97,000

Funding for this Bid will come from PPO's operating budget and various schools and departments operating budgets. The amount requested was determined based on the Department's requirements to satisfy the needs of the District. The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the estimated contract award amount.