



AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

MEETING DATE	2020-06-23 10:05 - Regular School Board Meeting
AGENDA ITEM	ITEMS
CATEGORY	EE. OFFICE OF STRATEGY & OPERATIONS
DEPARTMENT	Procurement & Warehousing Services

Special Order Request <input type="radio"/> Yes <input checked="" type="radio"/> No
Time
Open Agenda <input checked="" type="radio"/> Yes <input type="radio"/> No

ITEM No.:
EE-17.

TITLE:

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

REQUESTED ACTION:

Approve the recommendation to renew a piggyback award to the vendor(s) awarded by The State of Florida, Contract No. ITB 20-21100000-C; Contract Term: November 7, 2017 through December 30, 2020, Three (3) Years, One (1) Month; User Department: Physical Plant Operations (PPO); Reduced Amount: \$303,000; New Award Amount: \$97,000; Awarded Vendor(s): Clark Equipment Company; Deere & Company; Wesco Turf, Inc.; Small/Minority/Women Business Enterprise Vendor(s): None.

SUMMARY EXPLANATION AND BACKGROUND:

This request is for a Piggyback renewal, through December 30, 2020, that provides the District with three (3) vendors that PPO can access to purchase agriculture and lawn equipment; and to reduce the spending authority by \$303,000.
A copy of the Piggyback ITB is available online at: http://www.broward.k12.fl.us/supply/agenda/ITB_20-21100000-C_58-077R_AgricultureandLawnEquipment.pdf

SCHOOL BOARD GOALS:

Goal 1: High Quality Instruction Goal 2: Safe & Supportive Environment Goal 3: Effective Communication

FINANCIAL IMPACT:

There is no additional financial impact to the District. The reduction of spending authority being requested is \$303,000 and covers the estimated amount projected for the next six (6) months renewal period. The new spending authority will be \$97,000.

EXHIBITS: (List)

(1) Executive Summary (2) Financial Analysis Worksheet (3) Original Executed Document (4) Evaluations-3 (5) Memo to Revise

BOARD ACTION:
APPROVED
(For Official School Board Records Office Only)

SOURCE OF ADDITIONAL INFORMATION:

Name: Sam Bays	Phone: 754-321-4634
Name: Mary C. Coker	Phone: 754-321-0501

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
Senior Leader & Title

Maurice L. Woods - Chief Strategy & Operations Officer

Signature
Maurice Woods
6/18/2020, 5:19:55 PM

Approved In Open Board Meeting On: **JUN 23 2020**
By: *[Signature]*
School Board Chair

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ROBERT W. RUNCIE
SUPERINTENDENT OF SCHOOLS

June 17, 2020

TO: School Board Members

FROM: Maurice L. Woods
Chief Strategy & Operations Officer

VIA: Robert W. Runcie
Superintendent of Schools



SUBJECT: **REVISION TO EE-17, RECOMMENDATION FOR PIGGYBACK RENEWAL AND REDUCTION OF SPENDING AUTHORITY – 58-077R – AGRICULTURE AND LAWN EQUIPMENT, FOR THE JUNE 23, 2020, REGULAR SCHOOL BOARD MEETING**

Attached is a revision to EE-17, Recommendation for Piggyback Renewal and Reduction of Spending Authority – 58-077R – Agriculture and Lawn Equipment, for the June 23, 2020, Regular School Board Meeting.

Exhibits:

- Revised Agenda Request Form
- Revised Executive Summary
- Added Renewal Letters

RWR/MLW/MCC:bm
Attachment

cc: Senior Leadership Team

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. **On June 11, 2020, The State of Florida approved the six (6) months contract extension for two (2) of the three (3) vendors originally awarded: Deere & Company and Clark Equipment Company. Wesco Turf, Inc.'s contract was not renewed.**

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."

Recommendation for Piggyback Renewal and Reduction of Spending Authority
58-077R – Agriculture and Lawn Equipment
June 23, 2020 Board Agenda
Page 2

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>	<u>x</u>	<u>6</u>
Estimated forecasted spend	\$	15,684
<u>(-) Current unused authorized spending</u>	<u>\$</u>	<u>318,968</u>
Proposed spending authority reduction	\$	303,284
<u>Proposed spending authority reduction (rounded)</u>	<u>\$</u>	<u>303,000</u>

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.



AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ITEM No.:
EE-9.

MEETING DATE	2017-11-07 10:05 - School Board Operational Meeting
AGENDA ITEM	ITEMS
CATEGORY	EE. OFFICE OF STRATEGY & OPERATIONS
DEPARTMENT	Procurement & Warehousing Services

Special Order Request <input type="radio"/> Yes <input checked="" type="radio"/> No
Time
Open Agenda <input checked="" type="radio"/> Yes <input type="radio"/> No

TITLE:
Piggyback Recommendation of \$500,000 or Greater - 58-077R - Agricultural and Lawn Equipment

REQUESTED ACTION:
Approve the recommendation to award the above Piggyback Agreement. Contract Term: November 8, 2017 through June 30, 2020, 2 Years, 7 Months; User Department: District-wide; Award Amount: \$400,000; Awarded Vendor(s): Clark Equipment Company; Deere & Company, Wesco Turf, Inc.; Small/Minority/Women Business Enterprise Vendor(s): None.

SUMMARY EXPLANATION AND BACKGROUND:
This Piggyback covers the purchase and delivery of new agriculture and lawn equipment such as; utility tractors, agricultural tractors, mowers, hand held equipment, and accessories. The contract is awarded to over nineteen (19) nationally and internationally recognized Brands/Manufacturers, but after further analysis from the Physical Plant Operations team, the recommendation is to award only to the following vendors: Clark Equipment Company; Deere & Company; Wesco Turf, Inc.
A copy of the State of Florida agreement is available online at:
<http://www.dms.myflorida.com/content/download/117510/645928/version/4/file/Ag+and+Lawn+Final+-+21100000-15-1.pdf>

SCHOOL BOARD GOALS:
 Goal 1: High Quality Instruction Goal 2: Continuous Improvement Goal 3: Effective Communication

FINANCIAL IMPACT:
The estimated financial impact to the District will be \$400,000. The funding source will come from various schools and departments operating budgets. The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the estimated contract award amount.

EXHIBITS: (List)
(1) Executive Summary

BOARD ACTION:
APPROVED
(For Official School Board Records Office Only)

SOURCE OF ADDITIONAL INFORMATION:	
Name: Sam Bays	Phone: 754-321-4600
Name: Mary C. Coker	Phone: 754-321-0501

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
Senior Leader & Title
Maurice L. Woods - Chief Strategy & Operations Officer

Approved In Open Board Meeting On: **NOV 07 2017**
By: *Abby M. Freedman*
School Board Chair

Signature
Maurice Woods
10/26/2017, 1:44:18 PM



PROCUREMENT & WAREHOUSING SERVICES
THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Supplier/Product Evaluation Form

The purpose of this evaluation form is to rate a supplier's performance. This form will aid the Procurement & Warehousing Services Department in determining the quality of goods and/or services purchased for the District. Your input will be used in the evaluation of future bids or proposals submitted by this supplier.

Please return completed evaluation forms to:

Procurement & Warehousing Services Department (1SSC Building)
7720 West Oakland Park Boulevard, Suite 323
Sunrise, Florida 33351

For assistance with this form contact us at

(754) 321-0505 or [CLICK HERE](#) to send us an email (include the words Supplier/Product Evaluation Form in the subject)

GENERAL INFORMATION

Bid #: 58-077R Bid Title: Agriculture and Lawn Equipment
Purchase Order #: Product/Service Provided:
Supplier (Company) Name: Deere & Company
Contact Name: *Elier Saunders* Contact Phone #: *(305) 439 7779*

SECTION 1: SUPPLIER EVALUATION

1.) How would you rate the supplier in the following areas?

	1	2	3	4	5
	Poor	Fair	Good	Very Good	Excellent
Overall customer service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Delivery as scheduled or promised	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	1	2	3	4
	Not Satisfied	Somewhat Satisfied	Satisfied	Very Satisfied
2.) How satisfied are you with the supplier?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

3.) Will you use this supplier again? Yes No

SECTION 2: PRODUCT / SERVICE EVALUATION

4.) Based on the areas below, how would you rate the products/services provided with this Bid?

	1	2	3	4	5
	Poor	Fair	Good	Very Good	Excellent
Compliance with specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Quality as compared to similar products/services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Prices as compared to similar products/services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	1	2	3	4
	Very Unlikely	Unlikely	Probably	Definitely
5.) Would you purchase this product/service again?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

SECTION 3: END USER COMMENTS

Please share any additional information regarding this supplier or the products / services provided. If this supplier's performance is unsatisfactory, please tell us why. You may attach an additional sheet if necessary.

EVALUATION FORM COMPLETED BY:

Name: *Elier Saunders* Title: *Building Operations* Contact Phone #: *(754) 323-1650*
School/Department: *Nova High School*
Participant's Signature: *[Signature]* Date: *6/8/2020*



PROCUREMENT & WAREHOUSING SERVICES

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Supplier/Product Evaluation Form

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Please return completed evaluation forms to:

Procurement & Warehousing Services Department (TSSC Building)
7720 West Oakland Park Boulevard, Suite 323
Sunrise, Florida 33351

For assistance with this form contact us at
(754) 321-0505 or [CLICK HERE](#) to send us an email (include the words Supplier/Product Evaluation Form in the subject)

GENERAL INFORMATION

Bid #: 58-077R Bid Title: Agriculture and Lawn Equipment
Purchase Order #: _____ Product/Service Provided: _____
Supplier (Company) Name: Deere & Company
Contact Name: _____ Contact Phone #: () - _____

SECTION 1: SUPPLIER EVALUATION

1.) How would you rate the supplier in the following areas?

	1	2	3	4	5
	Poor	Fair	Good	Very Good	Excellent
Overall customer service	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Delivery as scheduled or promised	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	1	2	3	4
	Not Satisfied	Somewhat Satisfied	Satisfied	Very Satisfied
2.) How satisfied are you with the supplier?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.) Will you use this supplier again?	<input checked="" type="checkbox"/> Yes		<input type="checkbox"/> No	

SECTION 2: PRODUCT / SERVICE EVALUATION

4.) Based on the areas below, how would you rate the products/services provided with this Bid?

	1	2	3	4	5
	Poor	Fair	Good	Very Good	Excellent
Compliance with specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quality as compared to similar products/services	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prices as compared to similar products/services	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	1	2	3	4
	Very Unlikely	Unlikely	Probably	Definitely
5.) Would you purchase this product/service again?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

SECTION 3: END USER COMMENTS

Please share any additional information regarding this supplier or the products / services provided. If this supplier's performance is unsatisfactory, please tell us why. You may attach an additional sheet if necessary.

EVALUATION FORM COMPLETED BY:

Name: William B Lynch Title: Assistant head Contact Phone #: (754) 323 -0402

School/Department: Cypress Bay high school

Participant's Signature: _____

Date: 06/10/2020



The purpose of this evaluation form is to rate a supplier's performance. This form will aid the Procurement & Warehousing Services Department in determining the quality of goods and/or services purchased for the District. Your input will be used in the evaluation of future bids or proposals submitted by this supplier.

Please return completed evaluation forms to:

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7720 West Oakland Park Boulevard, Suite 323
Sunrise, Florida 33351

For assistance with this form contact us at

(754) 321-0505 or [CLICK HERE](#) to send us an email (include the words Supplier/Product Evaluation Form in the subject)

GENERAL INFORMATION

Bid #: 58-077R Bid Title: Agriculture and Lawn Equipment
Purchase Order #: _____ Product/Service Provided: _____
Supplier (Company) Name: Deere & Company
Contact Name: *Oscar Wilson* Contact Phone #: *(754) 321 - 5400*

SECTION 1: SUPPLIER EVALUATION

1.) How would you rate the supplier in the following areas?

	1	2	3	4	5
	Poor	Fair	Good	Very Good	Excellent
Overall customer service	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Delivery as scheduled or promised	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	1	2	3	4
	Not Satisfied	Somewhat Satisfied	Satisfied	Very Satisfied
2.) How satisfied are you with the supplier?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.) Will you use this supplier again?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No		

SECTION 2: PRODUCT / SERVICE EVALUATION

4.) Based on the areas below, how would you rate the products/services provided with this Bid?

	1	2	3	4	5
	Poor	Fair	Good	Very Good	Excellent
Compliance with specifications	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quality as compared to similar products/services	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prices as compared to similar products/services	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	1	2	3	4
	Very Unlikely	Unlikely	Probably	Definitely
5.) Would you purchase this product/service again?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

SECTION 3: END USER COMMENTS

Please share any additional information regarding this supplier or the products / services provided. If this supplier's performance is unsatisfactory, please tell us why. You may attach an additional sheet if necessary.

EVALUATION FORM COMPLETED BY:

Name: *Phil Anderson* Title: *Bldg. Ops. Super* Contact Phone #: *(754) 321-5400*
School/Department: *Shypian Tech College / Facilities Grounds*
Participant's Signature: *Phil Anderson* Date: *6/10/20*



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

7720 WEST OAKLAND PARK BOULEVARD, SUITE 323, SUNRISE, FLORIDA 33351 · TEL 754-321-0505 · FAX 754-321-0936

PROCUREMENT & WAREHOUSING SERVICES

MARY CATHERINE COKER, DIRECTOR

www.BrowardSchools.com/PWS

The School Board of
Broward County, Florida

Donna P. Korn, Chair
Dr. Rosalind Osgood, Vice Chair

Lori Alhadeff
Robin Bartleman
Patricia Good
Heather P. Brinkworth
Laurie Rich Levinson
Ann Murray
Nora Rupert

Robert W. Runcia
Superintendent of Schools

6/1/2020

Reference: 58-077R
Subject: Renewal of piggyback

Dear Vendor:

The above-referenced contract expires on 6/30/2020. In accordance with General Provision #6 in Section B of the State of Florida ITB 20-21100000-C, this contract may, by mutual agreement and upon School Board approval, be renewed for an additional six months from 6/30/2020 through 12/30 /2020. This letter does not constitute the actual renewal or contract offer.

Please indicate below your willingness to renew this piggyback award, which shall be considered by the School District for renewal of your award premised upon your combined agreement to all terms and conditions of the awarded piggyback and your agreement maintain.

- Yes, I offer to renew the current contract award at the current awarded price(s).
- Yes, I offer to renew the current contract award at a lower price(s) contained on the attached page(s).
- No, I do not wish to renew the current contract award.

In accordance with Contract Condition #4.7 in Section 4 of the State of Florida ITB No. 20-21100000-C, this contract may, by mutual agreement and upon School Board approval, renewed with a price adjustment.

Please sign and date this document in the space provided below and return it to my attention no later than 6/2/2020. If you fail to respond by this date, the School District will not consider the renewal of your award. The School District will notify you if, and when, your contract is renewed by the School Board.

Thank you for your prompt attention to this matter.

Sincerely,

Edgar Lugo

Edgar Lugo
Purchasing Agent

VENDOR RESPONSE	
Vendor Name	
Signature/Date - Authorized Representative	<i>Jesse Rheault</i>
Printed Name - Authorized Representative	Jesse Rheault
Clark Equipment Company dba Bobcat Company	



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

7720 WEST OAKLAND PARK BOULEVARD, SUITE 323, SUNRISE, FLORIDA 33351 · TEL 754-321-0505 · FAX 754-321-0936

PROCUREMENT & WAREHOUSING SERVICES

MARY CATHERINE COKER, DIRECTOR

www.BrowardSchools.com/PWS

The School Board of
Broward County, Florida

Donna P. Korn, Chair
Dr. Rosalind Osgood, Vice Chair

Lori Alhadeff
Robin Bartleman
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Laurie Rich Levinson
Ann Murray
Nora Rupert

Robert W. Runcie
Superintendent of Schools

6/1/2020

Reference: 58-077R
Subject: Renewal of piggyback

Dear Vendor:

The above-referenced contract expires on 6/30/2020. In accordance with General Provision #6 in Section B of the State of Florida ITB 20-21100000-C, this contract may, by mutual agreement and upon School Board approval, be renewed for an additional six months from 6/30/2020 through 12/30 /2020. This letter does not constitute the actual renewal or contract offer.

Please indicate below your willingness to renew this piggyback award, which shall be considered by the School District for renewal of your award premised upon your combined agreement to all terms and conditions of the awarded piggyback and your agreement maintain.

- Yes, I offer to renew the current contract award at the current awarded price(s).
- Yes, I offer to renew the current contract award at a lower price(s) contained on the attached page(s).
- No, I do not wish to renew the current contract award.

In accordance with Contract Condition #4.7 in Section 4 of the State of Florida ITB No. 20-21100000-C, this contract may, by mutual agreement and upon School Board approval, renewed with a price adjustment.

Please sign and date this document in the space provided below and return it to my attention no later than 6/2/2020. If you fail to respond by this date, the School District will not consider the renewal of your award. The School District will notify you if, and when, your contract is renewed by the School Board.

Thank you for your prompt attention to this matter.

Sincerely,

Edgar Lugo

Edgar Lugo
Purchasing Agent

VENDOR RESPONSE	
Vendor Name	Deere & Company
Signature/Date - Authorized Representative	<i>Tamara Hebert 6-17-2020</i>
Printed Name - Authorized Representative	Tamara Hebert