

EXECUTIVE SUMMARY

Recommendation of \$500,000 or Less FY21-084 – Petroleum Tanks and Environmental Services

Introduction

Responsible: Procurement & Warehousing Services (PWS)

This request is to approve the recommendation to award Request for Proposal (RFP) FY21-084 – Petroleum Tanks and Environmental Services for three (3) years from July 1, 2020, or on the date of its approval by The School Board of Broward County, Florida (SBBC), whichever date is later, through midnight June 30, 2023 (or at midnight three (3) years after the actual date of commencement), and may, by mutual agreement between SBBC, and the Awardee, be renewed for two (2) additional one (1) renewal year periods. This RFP replaces the existing RFP 17-097R – Petroleum Tanks and Environmental Services and will be used by Environmental Health & Safety (EH&S), Student Transportation & Fleet Services, and Physical Plant Operations (PPO) departments to facilitate the service and repair of petroleum tanks while providing environmental services throughout the District.

Due to the COVID-19, the spending authority being requested is \$398,000, and covers the estimated amount projected for the first twelve (12) months; therefore, additional spending authority to cover the remaining term of the RFP will be requested in a future date.

Goods/Services Description

Responsible: Environmental Health & Safety (EH&S)

The scope of work includes necessary services, equipment, and labor to complete fuel storage tank system inspection, maintenance, repair, installation, removal, release mitigation, cleanup, testing, and disposal. Fuel storage tank systems include aboveground storage tank (AST) and underground storage tank (UST) associated with emergency generators, fleet and bus refueling, and fleet maintenance throughout the District. These services will be requested monthly, annually, as needed.

Student Transportation & Fleet Services and PPO Departments will utilize the contract to support the nineteen (19) USTs and three (3) ASTs located at the five refueling locations, as appropriate. Services may include fuel polishing, annual inspections/recertifications of the USTs, cathodic protection system testing/repairs, fuel delivery pump/dispenser repairs, and miscellaneous repairs to the electronic monitoring system, sensors, and other mechanical components of the system.

The Environmental Health & Safety (EH&S) Department will utilize this contract to obtain monthly inspections of the ASTs and USTs associated with the twenty (20) emergency generator systems greater than five hundred fifty (550) gallons. In addition, annual storage tank level sensors and leak detection certifications will be performed. Additional resources may also be utilized to provide repairs or maintenance on fuel storage systems throughout the District that are less than five hundred fifty (550) gallons and considered non-regulated.

Based on the findings from these monthly storage tank inspections and annual certification inspections, the Transportation & EH&S Departments will coordinate with the selected vendor(s) to provide necessary repairs or upgrades to the storage tanks and monitoring systems. Following repairs/modifications, testing, troubleshooting will be performed by the contractor to ensure these systems are operating properly. These inspections/repairs are conducted to meet Broward County and Florida Department of Environmental Protection (FDEP) storage tank regulation rules & registration and licensing requirements.

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Procurement Method
Responsible: PWS

The solicitation for this RFP ran from March 20, 2020 through April 23, 2020, where seven hundred seven (707) vendors were notified, and twenty-four (24) vendors downloaded the ITB documentation. Procurement & Warehousing Services received two (2) responses, and two (2) vendors are being recommended for the award. The bid has a primary and one (1) alternate vendors who met all specifications, terms, and conditions of the RFP. Including alternate awardees allows for the continuity of services if the primary vendor cannot comply with delivery requirements, specifications, or in emergency cases.

The Affirmative Procurement Initiative implemented in this solicitation is the Small Business Enterprise Evaluation Preference for Prime Bidders.

Financial Impact
Responsible: PWS and EH&S

Due to the COVID-19, the spending authority being requested is \$398,000, and covers the estimated amount projected for the first twelve (12) months plus the estimated immediate work required by Regulatory Agencies; therefore, additional spending authority to cover the remaining term of the RFP will be requested in a future date.

Please see below breakdown for entire bid term:

Average monthly expenditures	\$	11,438
Number of months		36
Estimated maintenance/inspection support forecasted spend (A)	\$	411,768
Plus (+)		
Estimated immediate work required by Regulatory Agencies (B)	\$	260,000
Total forecasted spend requested (A + B)	\$	671,768
Total Forecasted Spend Requested (rounded)	\$	672,000

Please see below yearly breakdown:

Description	Year 1	Year 2	Year 3
Projected Maintenance per year (\$11,438 x 12)	\$ 137,256	\$ 137,256	\$ 137,256
Work required by Regulatory Agencies	\$ 260,000	\$0	\$0
Total	397,256	\$ 137,256	\$ 137,256

Funding for this Bid will come from the EH&S, Student Transportation & Fleet Services, and PPO operating budgets. The amount requested was determined based on historical data and regulatory agencies' immediate required work. The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the estimated contract award amount.