

EXECUTIVE SUMMARY

Recommendation for Renewal and Additional of Spending Authority 18-098C – Electrical Services

Introduction

Responsible: Procurement & Warehousing Services (PWS)

This request is to approve the first renewal and recommendation for additional spending authority for Request for Proposal (RFP) 18-098C – Electrical Services. This RFP was approved at the School Board Operational Meeting on November 7, 2017, with a spending authority of \$2,230,000 and a contract term of three (3) years from November 15, 2017 through September 30, 2020, with a renewal option for two (2) additional one (1) year periods. A request for additional spending authority of \$900,000 was approved at the School Board Operational Meeting of November 6, 2019.

The additional spending authority being requested is \$1,685,000. The new spending authority will be \$4,815,000.

Goods/Services Description

Responsible: Physical Plant Operations (PPO)

The Electrical Services contract is mainly utilized by Physical Plant Operations and Energy Management as part of the preventive/routine maintenance and capital improvement program. Services include, but are not limited to, school lighting projects/retrofitting, gym lighting, pole lighting, generator replacement, marquee and sign installation, scoreboards, panels, and electrical service upgrades. These services are essential to the on-going repair and improvement of electrical equipment and systems throughout the District.

The Electrical Services contract is also being utilized by Information Technology (IT) Safety & Security projects including video surveillance and front door buzzer with audio projects. Services include but are not limited to, conduit installation, wiring, retrofitting, panels, and electrical service upgrades.

Procurement Method

Responsible: PWS

The solicitation ran from starting August 7, 2017 through September 14, 2017. There were four hundred thirty-eight (438) vendors notified, seventeen (17) vendors downloaded the RFP, and six (6) bids were received before bid opening. The RFP was evaluated by a committee and awarded to a pool of three (3) vendors who met all specifications, terms, and conditions of the bid. Out of the three (3) awarded vendors, two (2) are in acceptance for renewal and the third vendor, Bismark Electrical Services, Inc. failed to respond for a renewal request.

Universal Electric of Florida, Inc. agrees with renewing at the current rates and mentioned the rates would increase if the District were to release a new competitive solicitation. Procurement & Warehousing Services (PWS) negotiated lower rates with AGC Electric, Inc. which approximates at around three (3) percent in savings for the new renewal period.

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Financial Impact

Responsible: PWS and PPO

The requested additional spending authority for the renewal period is \$1,685,000. The new spending authority will be \$4,815,000.

Please see below breakdown for entire bid term:

Historical average monthly expenditures	\$	86,851
Number of months requested for renewal	x	12
Estimated forecasted spend	\$	1,042,212
(-) Current unused authorized spending	\$	437,620
Proposed additional spending authority for PPO	\$	604,592
Proposed additional spending authority for IT*	\$	1,080,000
Proposed Additional Spending Authority (rounded)	\$	1,685,000

* IT plans on utilizing this Bid for Safety and Security Projects such as wiring and cabling for installing panic buttons and door buzzers. IT requested spending authority is based on previous projects completed utilizing this contract.

PWS 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 (years)	Amount
Original spending authority request	11/7/2017	3	\$ 2,230,000
Additional spending authority	11/6/2019		\$ 900,000
Renewal and additional spending authority	8/19/2020	1	\$ 1,685,000
Total Contract Amount		4	\$ 4,815,000

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