

## EXECUTIVE SUMMARY

### Recommendation for Renewal and Reduction of Spending Authority 17-078R – Maintenance of Hardwood Floors

---

#### **Introduction**

##### **Responsible: Procurement & Warehousing Services (PWS)**

This request is to approve the second and final renewal through October 31, 2021, and the reduction of spending authority for the Invitation to Bid (ITB) 17-078R – Maintenance of Hardwood Floors. ITB 17-078R was approved on December 20, 2016, with an initial two (2) year and ten (10) month contract, through October 31, 2019, with an option for two (2) additional one (1) year renewal periods. The first renewal and reduction of spending authority was approved on October 2, 2019. This Bid is utilized by Physical Plant Operations (PPO) for the reconditioning of gymnasiums, stages, and dance studio floors involving repairs, painting, and related items necessary to complete the work.

The reduction of the spending authority being requested is \$70,000.

#### **Goods/Services Description**

##### **Responsible: Physical Plant Operations (PPO)**

PPO utilizes this Bid to repair and refinish various hardwood floors at locations throughout the District. The majority of this work is performed on high school gymnasium and auditorium hardwood floors. This Bid is needed to keep all hardwood floors and the floor finishes in the District safe for use by students and staff. PPO maintains a schedule to ensure that the floors are regularly maintained. PPO is pleased with the performance of the vendors and recommends the second and final annual renewal.

#### **Procurement Method**

##### **Responsible: PWS**

The solicitation for this ITB ran from August 31, 2016 through September 20, 2016, where four hundred fifty-two (452) vendors were notified, and nine (9) vendors downloaded the ITB documentation. Procurement & Warehousing Services (PWS) received two (2) responses. The awarded vendors include Allsport Court Surfacing, LLC, and Trident Surfacing, Inc. The awarded vendors and The School Board of Broward County, Florida, have agreed to renew the contract at the same terms, conditions, and prices as originally awarded.

PWS did a market benchmark with Miami-Dade County Public Schools and the School District of Palm Beach County and no comparable contracts were found. PWS and PPO agreed that exercising the last renewal of this Bid is to the best interest of the District.

**Recommendation for Renewal and Reduction of Spending Authority**  
**17-078R – Maintenance of Hardwood Floors**  
**August 19, 2020 Board Agenda**  
**Page 2**

**Financial Impact**  
**Responsible: PWS and PPO**

The reduction of the spending authority being requested is \$70,000, as demonstrated in the breakdown below:

Historical average monthly expenditures		\$	11,654
Number of months requested for renewal	x		12
Estimated forecasted spend		\$	139,848
(-) Current unused authorized spending		\$	210,527
Proposed spending authority reduction		\$	70,679
<b>Proposed Spending Authority Reduction (rounded)</b>		<b>\$</b>	<b>70,000</b>

**Financial Impact Table:**

Action	Date	Term (years)	Amount
Original Spending Authority Request	12/21/2016	2.8	\$ 1,200,000
Renewal + Spending Authority reduction	10/2/2019	1	\$ (500,000)
Renewal of Bid	8/19/2020	1	\$ (70,000)
<b>New Total Contract amount</b>		<b>4.8</b>	<b>\$ 630,000</b>

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.

Funding for this Bid will come from PPO's operating budget. The amount requested was determined based on historical data and 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.