

EXECUTIVE SUMMARY

Recommendation of \$500,000 or Less FY21-083 – Construction Printing Services

Introduction

Responsible: Procurement & Warehousing (PWS)

This request is to approve the recommendation to award Invitation to Bid (ITB) FY21-083 – Construction Printing Services for a period of three (3) years from November 1, 2020 through October 31, 2023. This ITB may be renewed for two (2) additional one (1) year periods.

The financial impact to the District will be \$333,000.

Goods/Services Description

Responsible: Office of Facilities & Construction (OFC)

This ITB will be utilized by the Office of Facilities & Construction to procure services for SMART construction projects related to the copying services of architectural blueprints, bonds, and engineered drawings, as well as for optical character recognition and binding services.

Procurement Method

Responsible: PWS

This ITB ran from May 15, 2020 through June 2, 2020. One hundred four (104) vendors were notified, and fifteen (15) vendors downloaded the documents. The School Board of Broward County, Florida (SBBC), received five (5) bids of which one (1) is an SBBC certified minority vendor. All five (5) bidders were awarded. The bid was recommended to award all bidders who met all specifications, terms, and conditions of the bid. Vendors who did not submit a bid were contacted to know the reason for not bidding in this ITB. The answers are shown below:

10 Vendors with No Bid Submitted		
Supplier Name	Reason for "No Bid"	State
Alpha D. Sign	From the time the document was downloaded, Vendor had Insufficient time to send the proposal on the due date.	FL
American Solutions for Business	No answer was received to the inquiry about the reason why Vendor didn't bid.	FL
Apple Printing	No answer was received to the inquiry about the reason why Vendor didn't bid.	FL
Binick Digital Imaging, LLC	Vendor does not offer these exact services and is unable to comply with product or service specifications	FL
Doral Digital Reprographics	Vendor states proposal was submitted but never delivered	FL
Efex Design and Display Corp	No answer was received to the inquiry about the reason why Vendor didn't bid.	FL
Renaissance Ink	No answer was received to the inquiry about the reason why Vendor didn't bid.	FL
Synalovski Romanik Saye, LLC	No answer was received to the inquiry about the reason why Vendor didn't bid.	FL
TT&S Printing	Unable to quote all items in the bid	FL
XpressColor Print Center	From the time the document was downloaded, Vendor had Insufficient time to send the proposal on the due date.	FL

This ITB will replace bid #18-094B, which expires on October 31, 2020.

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Benchmarking was performed with the following results:

Collier County Public Schools – Printer cartridges only
Department of Management Services – Printing devices only
Miami Dade County Public Schools – No bid in place
Palm Beach County Schools District – Different printing services, no point of comparison.

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

Financial Impact
Responsible: PWS and OFC

Please see below the breakdown for the entire bid term:

<u>Average monthly spending</u>	<u>\$ 9,231</u>
<u>Estimated Spending for the first twelve (12) months</u>	<u>\$110,772</u>
<u>Contract term (years)</u>	<u>x 3</u>
<u>Estimated Spending</u>	<u>\$332,316</u>
<u>Estimated Spending Rounded</u>	<u>\$333,000</u>

The funds for this contract will come from the Office of Facilities & Construction department operating budget.

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