

EXECUTIVE SUMMARY

Recommendation for Second Renewal 17-118R – Supply and Installation of Sod

Introduction

Responsible: Procurement & Warehousing Services (PWS)

This request is to approve the second and final renewal through December 31, 2021, for Invitation to Bid (ITB) 17-118R – Supply and Installation of Sod. ITB 17-118R was approved on January 18, 2017, with an initial three (3) year contract, through December 31, 2019, with an option for two (2) additional one (1) year renewal periods. The first renewal and additional spending authority was approved on October 2, 2019. This Bid is utilized by Physical Plant Operations (PPO) to supply and install sod for athletic fields, playgrounds, and common ground areas.

There is no additional spending authority being requested.

Goods/Services Description

Responsible: Physical Plant Operations (PPO)

The purpose of this ITB is for PPO to have a comprehensive source and firm unit pricing to supply and install sod for athletic fields, playgrounds, and common ground areas throughout the District. Specific sod types specified and included in this Bid are St. Augustine Floratam and Palmetto, Argentine Bahia, Bermuda, and Paspalum. The Bermuda Sod used for the athletic fields has strict requirements and must be certified by the “Southern Seed Certification Association.”

Procurement Method

Responsible: PWS

The solicitation was advertised from October 27, 2016 through December 2, 2016. The bid was awarded to a primary and an alternate vendor who met all specifications, terms, and conditions of the bid. Including an alternate awardee allows for continuity of services in the event that the primary vendor cannot comply with delivery requirements, specifications, or in emergency cases. Staff has indicated that the vendors’ performance is satisfactory and recommend the extension and continuation of services with the current vendors.

The awarded vendors include Mullings Engineering Service, Landscaping Division, Inc., and Odums Sod, Inc. The awarded vendors and The School Board of Broward County, Florida (SBBC), have agreed to renew the contract at the same terms, conditions, and prices as originally awarded.

Procurement & Warehousing Services (PWS) performed a market benchmark with Miami-Dade County Public Schools (MDCPS) and the School District of Palm Beach County. The School District of Palm Beach County pricing is in line with SBBC’s current bid and MDCPS has no current bid for this service. PWS and PPO agreed that exercising the last renewal of this Bid is in the best interest of the District.

Financial Impact

Responsible: PWS and PPO

There is no additional financial impact to the District. Please see the breakdown below:

| | | | |
|---|---|----|----------------|
| Historical average monthly expenditures | | \$ | 18,195 |
| Number of months requested for renewal | x | | <u>12</u> |
| Estimated forecasted spend | | \$ | 218,340 |
| Current unused authorized spending | | \$ | <u>217,418</u> |

**Recommendation for Second Renewal
17-118R – Supply and Installation of Sod
September 15, 2020 Board Agenda
Page 2**

**Financial Impact
Responsible: PWS and PPO**

Financial Impact Table:

| Action | Date | Term (years) | Amount |
|---|-----------|--------------|---------------------|
| Original Spending Authority Request | 1/18/2017 | 3 | \$ 750,000 |
| 1 st Renewal + Additional Spending Authority | 10/2/2019 | 1 | \$ 268,000 |
| 2 nd Renewal of Bid | 9/15/2020 | 1 | |
| New Total Contract amount | | 5 | \$ 1,018,000 |

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 and the Athletics and Student Activities capital 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.

The main sod types used on this contract are:

| Sod Type/Description | Price (per sf) | Application |
|---------------------------------------|----------------|--|
| St. Augustine/Florata Sod (Item #A-1) | \$.36 | Common Grounds with Irrigation |
| Argentine Bahia Sod (Item #A-3) | \$.23 | Common Grounds without Irrigation & Re-sod after portable demolition |
| Celebration Bermuda Sod (Item A-9) | \$.43 | Athletic Fields (Football, Baseball, etc) with Irrigation – Uses 42" X 100" rolls. |