

EXECUTIVE SUMMARY

**Piggyback Recommendation of \$500,000 or Less
FY21-176 – Rental Vehicles**

Introduction

Responsible: Procurement & Warehousing Services (PWS)

This request is to approve the recommendation to make a piggyback award to the vendor awarded by the Florida Department of Management Services Contract Award No.: 78111808-20-1 Rental Vehicles. The contract term for this Piggyback Invitation to Bid (ITB) FY21-176 – Rental Vehicles is for five (5) years beginning October 20, 2020, and expiring September 30, 2025. This ITB will allow district staff the ability to lease vehicles and passenger vans for required travel and student athletic events. The awarded vendor for this contract award is Avis Budget Group, Inc.

The spending authority of \$56,220 is being requested for the term of the contract.

Goods/Service Description

Responsible: Student Transportation & Fleet Services (STFS)

Schools and Departments use this contract to lease vehicles and multi-passenger vans for travel outside of the tri-county area. This contract provides the District with a cost-effective means for required travel by staff and students' athletics. The District is required to reimburse staff per miles when their personal vehicle is used for required travel. This contract allows the District to reduce the cost of staff travel reimbursement when rental vehicles are used as opposed to an employee's personal vehicles.

Student athletics utilized the contract to lease multi-passenger vans. Student athletics have sponsored events outside the tri-county area, with a small number of participating students. Under these circumstances, it is practical and cost-effective to lease a multi-passenger van than chartering a motor coach for transportation.

Procurement Method

Responsible: PWS

Per Purchasing Policy 3320 Part II Section M, the School Board may make purchases at or below the specified prices from contracts awarded by other city or county government agencies, other district school boards, community colleges, federal agencies, the public or governmental agencies of any state, or from state university system corporative bid agreements.

Financial Impact

Responsible: PWS and STFS

Historical average monthly expenditures		\$937
Contract term [sixty (60) months]	X	60
Requested spending authority (Rounded)		\$56,220

Funding for this Bid will come from the schools' and departments' operating budgets. The amount requested was determined based on historical data and the previous 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.