

HEXECUTIVE SUMMARY

Recommendation for Additional Spending Authority 18-021R - Lock, Keys, Related Security, and Door Hardware

Introduction

Responsible: Procurement & Warehousing Services (PWS)

This request is to approve additional spending authority for Invitation to Bid (ITB) 18-021R – Lock, Keys, Related Security, and Door Hardware. ITB 18-021R was approved by the School Board on June 13, 2017, as part of Agenda Item EE-18 for a term of three (3) years from October 1, 2017 through September 30, 2020, with an authorized spending authority of \$2,500,000.

The additional spending authority being requested is \$502,000.

Goods/Services Description

Responsible: Physical Plant Operations (PPO)

This ITB is utilized by the Physical Plant Operations (PPO) Department providing installation and replacement for all types of door and locking hardware devices used in various locations throughout the District in order to maintain a safe and secure environment in good repair. These products are essential for basic building operations.

Procurement Method

Responsible: PWS

ITB 18-021R was approved on June 13, 2017, with an initial three (3) years from October 1, 2017 through September 30, 2020, with an option for two (2) additional one (1) year renewal periods. The recommended vendors include Accredited Lock Supply, Co.; Electronic Access Specialists, Inc., d/b/a Southern Lock and Supply Company; and Independent Hardware South, Inc.

PWS and PPO are currently checking the market to verify the feasibility of renewing the current bid or going out for a new bid.

Financial Impact

Responsible: PWS and PPO

The District is requesting an additional \$502,000 to cover the remaining months of the term, as demonstrated in the breakdown below:

Average monthly expenditure		\$ 83,387
<u>Number of months left in current contract</u>	x	<u>8</u>
Forecasted spending	=	\$667,096
<u>(-) Unused authorized spending</u>		<u>\$165,155</u>
Additional spending authority for current term		\$501,941
Recommended additional spending authority (rounded)		\$502,000

Since the tragedy at Marjory Stoneman Douglas High School in February of 2018, the District has had a large increase in security-related projects as the District has worked to harden schools. PPO has performed more than one hundred thirty-five (135) school-pay security projects since February 2018, most of which used items from Bid 18-021R, and also has changed door hardware to enhance security at numerous campuses during the same period.

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Financial Impact Table:

Action	Date	Term (years)	Amount
Original Spending Authority Request	6/13/2017	3	\$2,500,000
Additional Spending Authority	3/3/2020		\$502,000
New Total Contract amount		3	\$3,002,000

Procurement & Warehousing Services is responsible for the management of the District’s contract 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.

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