

EXECUTIVE SUMMARY

Recommendation to Approve Additional Spending Authority 51-009B – Exam Gloves

Introduction

Responsible: Procurement & Warehousing (PWS)

This request is to approve the additional spending authority for Piggyback 51-009B – Exam Gloves that facilitates the purchase of exam gloves throughout the District in various capacities. The Piggyback was approved by the School Board at the School Board Operational Meeting (SBOM) on July 12, 2010, under item RESPECT 914-000-10 for ten (10) years, starting July 12, 2010 through July 12, 2020, with a spending authority of \$563,891. Procurement & Warehousing Services request of the additional spending authority was approved at the SBOM on September 6, 2017, under item EE-4, with an additional spending authority of \$240,000. Upon approval of this item, the total approved spending authority was \$803,891.

The additional spending authority being requested is \$25,000.

Goods/Services Description

Responsible: District-wide

The Exceptional Student Education & Support Services Department (ESE) heavily utilizes this Bid for use in medical procedures in ESE classes. The Head Start/Early Intervention Department also utilizes this Bid for use with students aged from birth to four (4) years old, for teachers to help with toileting, brushing teeth, and serving food/snacks in the classroom.

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 governmental agencies, other district school boards, community colleges, federal agencies, the public or governmental agencies of any state, or from state university system cooperative bid agreements.

Awardees include:

- Florida Association of Rehabilitation Facilities/Respect of Florida

Financial Impact

Responsible: PWS

The additional requested spending authority for the four (4) months through the expiration of the bid will be \$25,000 as demonstrated below:

<u>Historical average monthly expenditures</u>		<u>\$ 8,544</u>
<u>Number of months until expiration of the bid</u>	<u>x</u>	<u>4</u>
Total estimated spending authority until the expiration of the bid	=	\$ 34,176
(-) Less Current total approved unused and available spending authority	-	\$ 9,286
<u>Additional spending authority required until bid expiration (rounded)</u>		<u>\$ 25,000</u>

Funds have been depleted primarily due to the increase in cleaning and sanitary supply orders required for COVID19 preparedness measures.

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April 21, 2020 Board Agenda

Page 2

Financial Impact Table:

Action	Date	Term (Years)	Amount
Original spending authority request	7/12/2010	10	\$ 563,891
Additional spending authority	9/6/2017		\$ 240,000
Additional spending authority	4/21/2020		\$ 25,000
New Total Contract Amount		42	\$ 828,891

The funding will come from various school and department operating budgets. Upon approval of this item, the approved spending authority will be \$828,891. The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the contract award amount.