

## **EXECUTIVE SUMMARY**

### **Recommendation for Renewal 16-107T – Bleacher Repair Service**

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#### **Introduction**

##### **Responsible: Procurement & Warehousing Services (PWS)**

This request is to approve the second and final renewal through July 31, 2021 for the Invitation to Bid (ITB) 16-107T – Bleacher Repair Service. ITB 16-107T was approved on July 26, 2016, with an initial three (3) year contract, through July 31, 2019, with an option for two (2) additional one (1) year renewal periods. The first one (1) year renewal was approved at the School Board Operational Meeting of May 7, 2019, with no additional spending authority requested. This Bid is utilized by Physical Plant Operations (PPO) to repair various models of indoor/outdoor bleachers and indoor basketball backstops throughout the District on an as-needed basis.

There is no additional spending authority being requested.

#### **Goods/Services Description**

##### **Responsible: Physical Plant Operations (PPO)**

Bleacher Repair Service is utilized by PPO to repair various models of indoor/outdoor bleachers and indoor basketball backstops throughout the District on an as-needed basis. Bleacher repairs are essential to keeping students, staff, and visitors safe while attending athletic and other school activities. All bleachers are required to be inspected on a biennial basis by a structural engineer per Chapter 5, Section 13 (n)(2)(b) of the State Requirements for Educational Facilities. Substantial follow-up repairs are needed to correct deficiencies identified in the most recent structural inspection report.

#### **Procurement Method**

##### **Responsible: PWS**

The solicitation for this ITB ran from March 10, 2016 through April 7, 2016, where one hundred and thirty-two (132) vendors were notified, and eleven (11) vendors downloaded the ITB documentation. Procurement & Warehousing Services (PWS) received three (3) responses. The bid was awarded to a primary and two (2) alternate vendors who met all specifications, terms, and conditions of the ITB.

The awarded vendors include Charron Sports Services, Inc., Hufcor, Inc., and Lyle Bleachers, Inc. PWS and PPO staff have agreed to renew the contract at the same terms, conditions, and prices as originally awarded. PPO Staff has indicated that vendors' performance is satisfactory and recommend the extension and continuation of services with current vendors.

PWS and PPO will work together in a replacement bid.

#### **Financial Impact**

##### **Responsible: PWS and PPO**

There is no additional financial impact to the District. The contract has unused spending authority related to the original term per the Financial Analysis Worksheet. As part of the current realignment of PPO, PPO

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is evaluating the District’s budget and level-of-service regarding many District-wide services. Bleacher additional anticipated repairs are part of that analysis, so no change in spending authority is requested at this time.

Historical average monthly expenditures	\$	24,138
Number of months requested for renewal	x	12
Estimated forecasted spend (A)	\$	<b>289,656</b>
Historical average monthly expenditures	\$	24,138
Number of remaining months on current award	x	5
Estimated spend for the remaining months on the current award (B)	\$	<b>120,690</b>
Additional anticipated repairs (C)	\$	<b>50,000</b>
Total forecasted spend (A + B + C)	\$	460,346
<b>Total Forecasted Spend (rounded)</b>	<b>\$</b>	<b>461,000</b>

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.

PWS performed a benchmark against The School Board of Sarasota County and School Board of Brevard County and found the District’s current prices equal or lower. PWS and PPO agreed that exercising the last renewal of this Bid is to the best interest of the District.

**Financial Impact Table:**

Action	Date	Term (months)	Amount
Original spending authority request	6/22/2016	36	\$ 1,500,000
1 <sup>st</sup> Bid Renewal	5/7/2019	12	
2 <sup>nd</sup> Bid Renewal	4/21/2020	12	
<b>Total contract amount</b>		<b>60</b>	<b>\$ 1,500,000</b>