



MEETING OF: January 12, 2016

TITLE: Award Invitation for Bids (IFB) 16-60-C20 Musical Instruments, Parts, Accessories and Service

ITEM #: 9

Information:

Study:

Action: X

PURPOSE:

Approval to award Invitation for Bids (IFB) 16-60-C20, Musical Instruments, Parts, Accessories and Service.

DESCRIPTION AND JUSTIFICATION:

This is a multi-term contract with awards recommended to multiple vendors beginning upon award with annual renewal options through December 31, 2020. Determination has been made to award IFB 16-60-C20 to multiple vendors to meet the extensive and varied needs of the District. Based on the demographics of the District, the variety of musical instruments, parts, accessories and service needed for all District schools, it has been determined to be in the District's best interest to award this contract in this manner. As the second largest school district in Arizona, it is determined that awarding to multiple vendors would provide the needed quantity, diversity of products, quality, service and/or delivery needed to the district. Award recommendation is based on abstract results per AZ Administrative Code R7-2-1031, Bid Evaluation and Award. An Executive Summary with the details of the recommended vendors is provided for review.

The notice of Invitation for Bids was sent to 158 vendors using the department's official competitive sealed solicitation website AZ Purchasing. Twelve (12) vendors responded with bids and there were twenty-seven (27) No-Bids.

Estimated Annual Expenditures are \$110,000 a year (X 5 = \$550,000 over the life of the contract). Expenditures come from various school and department budgets.

Sean Randel, Fine Arts Department, will be present to answer questions regarding the use of the contract. Kevin Startt, Director of Purchasing, will be present to answer questions regarding the procurement process.

BOARD POLICY CONSIDERATIONS:

Compliance with Governing Board Policy DJ, Purchasing Procedures.

LEGAL CONSIDERATIONS:

For all Intergovernmental Agreements (IGAs), Initiator of Agenda Item provides the name of the agency responsible for recording the Agreement after approval:

For amendments to current IGAs, Initiator provides original IGA recording number:

Legal Advisor Signature (if applicable)

BUDGET CONSIDERATIONS:

X

District Budget

State/Federal Funds

X

Other

Budget Cost

Budget Code

Estimated \$110K per Various site budgets

year/\$550K for 5

years

Budget Certification (for use by Office of Financial Services only):

Date

I certify that funds for this expenditure in the amount of \$ are available and may be:

Authorized from current year budget

Authorized with School Board approval

Code: Fund:

INITIATOR(S):

Jacqueline Posey, Procurement Agent



12/18/15

Name

Title

Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

ATTACHMENTS:
Click to download
 Executive Summary
 Department Recommendation

TUCSON UNIFIED SCHOOL DISTRICT

BOARD AGENDA ITEM
CONTINUATION SHEET