



MEETING OF: January 15, 2013

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TITLE: Award of Invitation for Bids (IFB) No. 13-80-17 Moving Services

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ITEM #: 17

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Information:

Study:

Action: X

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PURPOSE:

To award IFB No. 13-80-17, Moving Services to Citizens Transfer and Storage Inc, Daniel's Moving and Storage, Hidden Valley Moving Southwest and Horizon Moving Systems Inc.

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DESCRIPTION AND JUSTIFICATION:

IFB 13-80-17 Moving Services was issued to contract with responsible vendors for future District school closures and consolidations. The specific services include moving, storage and related goods and services as requested. This is a multi-term contract effective upon award with renewal options through June 2017.

Bid awards are recommended to Citizens Transfer and Storage Inc, Daniel's Moving and Storage, Hidden Valley Moving Southwest and Horizon Moving Systems Inc. A multi-award is deemed in the best interest of the District in order to provide a sufficient number of vendors to meet the needs of the District. Estimated expenditures over the five year term of the contract are \$500,000.

The Invitation for Bids was sent out to ten (10) vendors as well as being advertised on the District website. Six (6) offers were received and one vendor responded with a "No Bid." Bid evaluations and award recommendations were made by Ronald Rogers, Acting Purchasing Manager and Suzanne Heathcote, Senior Projects Manager for the Bonds and Architecture Department. The Bid Abstract and Executive Summary are attached for review.

The Superintendent's Goals for School Master Plan and Customer Service are supported by this Bid Award.

Marcus Jones, Bonds and Architecture Program Manager, will be present at the Board Meeting to answer questions regarding the moving services. Kevin Startt, Acting Director of Purchasing, will be present at the Board Meeting to answer questions regarding the procurement process.

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BOARD POLICY CONSIDERATIONS:

Compliance with Governing Board Policy DJ-Purchasing Procedures.

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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:

<u>M and O</u>	District Budget
_____	State/Federal Funds
_____	Other _____
<u>Budget Cost</u>	<u>Budget Code</u>
\$500,000	

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):

Kevin Startt, Acting Director of Purchasing	1/3/2013
Name	Title
	Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

<u>ATTACHMENTS:</u>
<b>Click to download</b>
 <a href="#">13-80-17 Exectutive Summary</a>
 <a href="#">13-80-17 Abstract</a>