



MEETING OF: June 13, 2017

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TITLE: Approval of Invitation for Bids (IFB) 18-13-22 Facilities Generator Preventative Maintenance Services

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ITEM #: 17

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Information:

Study:

Action: X

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PURPOSE:

It is the intention of the Tucson Unified School District to purchase generator preventive maintenance (PM) services for multiple District locations, as needed.

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DESCRIPTION AND JUSTIFICATION:

IFB 18-13-22 was posted on [www.azpurchasing.org](http://www.azpurchasing.org), TUSD's official bid board. Notice was sent to 249 vendors, TUSD received five (5) bids and sixty-one (61) "No Bids."

An abstract was created based on all bids that were submitted. Based on the abstract, it has been determined that Cummins Sales and Service was the lowest bid. It has been determined that under A.A.C., R7-2-1031(C), that this vendor was the lowest responsible and responsive bidder for all materials and/or services under this IFB.

Abstract and award recommendation was sent to the contract liaison for review and approval. The letter of recommendation from the contract liaison is attached for review. Estimated expenditures for this bid are \$50,000 annually with four (4) annual renewals if vendor meets all contract requirements and funds are available. The estimate spend for life of contract is \$250,000.

Executive Summary is attached for the Governing Board to review.

Stuart Duncan, Chief Operations Officer, will be present to answer questions regarding this project.

Kevin Startt, Director of Purchasing, will be present 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:

X _____	District Budget
_____	State/Federal Funds
_____	Other _____
<u>Budget Cost</u>	<u>Budget Code</u>
\$50K/year, \$250K over five years	001.100.2610.6611.5014.00000.5014

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, Director of Purchasing	5/22/2017	
Name	Title	Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

<u>ATTACHMENTS:</u>
Click to download
 <a href="#">Department Recommendation</a>
 <a href="#">Exec. Summary</a>

TUCSON UNIFIED SCHOOL DISTRICT

BOARD AGENDA ITEM  
CONTINUATION SHEET