



TUCSON UNIFIED SCHOOL DISTRICT

MEETING OF: July 14, 2015

TITLE: Award of Invitation for Bids (IFB) 16-23-20 Educational Aids and Materials, As Needed

ITEM #: 13

Information:

Study:

Action: X

PURPOSE:

Approval to award Invitation for Bids (IFB) 16-23-20, Educational Aids and Materials, As Needed.

DESCRIPTION AND JUSTIFICATION:

This is a multi-term contract with awards recommended to multiple vendors beginning July 1, 2015 with annual renewal options through June 30, 2020. Determination has been made to award IFB 16-23-20 to multiple vendors to meet the extensive and varied needs of the District. Based on the demographics of the District, the variety of educational aids and materials 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. Historically the district has had the need to award this type of contract to multiple vendors which has proven advantageous to meet the significant volume and diversity within the District. Award recommendation is based on abstract results per AZ Administrative Code R7-2-1031, Bid Evaluation and Award. An Executive Summary is provided for review.

The notice of Invitation for Bids was sent to 573 vendors using the department's official competitive sealed solicitation website AZ Purchasing. Thirty-one (31) vendors responded with bids and there were 130 No-Bids.

Estimated Annual Expenditures are \$225,000 a year (X 5 = \$1,125,000 over the life of the contract). Expenditures come from various school and department budgets.

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/Various site budgets
Budget Cost Budget Code
 \$225K per year

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 Specialist

6-23-2015

Name

Title

Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

ATTACHMENTS:

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 [Executive Summary](#)

TUCSON UNIFIED SCHOOL DISTRICT

BOARD AGENDA ITEM
CONTINUATION SHEET