

TUCSON UNIFIED SCHOOL DISTRICT

PURCHASING DEPARTMENT

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MEMORANDUM

DATE: July 31, 2018

TO: Kevin Startt
Director of Purchasing

FROM: Teresa Chapman
Procurement Agent

Subject: Executive Summary – Invitation for Bid No. 19-22-23
Science Aids and Materials, As Needed

Dept: NA
Proposal Due Date: June 29, 2018

Date Issued: June 15, 2018
No. of Proposals Received: 12

BACKGROUND

It is the intention of the Tucson Unified School District to purchase as needed Science Aids and Materials. The science products needed vary by subject, grade level, and manufacturer. This bid is designed to cover purchases of science materials in multiple transactions of various quantities throughout the school year. The purpose of this bid is to establish vendors that will offer the best service and fair market prices for multiple purchases of science aids and other related materials.

EVALUATION

IFB 19-22-23 was posted to www.azpurchasing.org TUSD's official bid board. Notice was sent to one hundred forty one (141) vendors, TUSD received twelve (12) bids and twenty four (24) "NO BIDS".

In accordance with R7-2-1031 – Bid evaluation and award, the contract or contracts shall be awarded to the lowest responsible and responsive bidder or bidders whose bid or bids conform in all material respects to the requirements set forth in the invitation for bids.

An abstract was created based on all bids that were submitted. It has been determined that multiple awards will be needed for this contract. Based on the geographical size of the district and the need to provide all district schools, it has been determine in accordance with R7-2-1031- Bid evaluation and award, section D. The award has been limited to the least number of suppliers the school district has determined to meet the school district's requirements.

Based on the abstract, it has been determined that the following vendor's bid pricing were the lowest, in the categories for which they submitted a response. Because each vendor responded under different, and not the same categories, awarding to these vendors will assure best value while allowing the needs of the District to be met.

AWARD RECOMMENDATION:

The evaluation process was conducted in accordance with Arizona Administrative Code R7-2-1031 (Bid Evaluation and Award) and all applicable Tucson Unified School District rules and regulations.

Contract awards are recommended to the following firms for the indicated services:

- Backbone Communications
- ETA Hand2Mind
- Delta Education
- Fisher Scientific
- Flinn Scientific
- Pitsco Education
- Sargent Welch
- Bio Corporation for Preserved Specimen

Concurrence:

Kevin Startt
Kevin Startt, Purchasing Director

August 3, 2018
Date