



## TUCSON UNIFIED SCHOOL DISTRICT

MEETING August 14, 2018  
OF:

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TITLE: Approval of Award of Invitation for Bids (IFB) 19-22-23 Science Aids and Materials, As Needed

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ITEM #: 6

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Information:

Study:

Action: X

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### PURPOSE:

It is the intention of Tucson Unified School District to procure science aids and materials for school sites on an as needed basis. The initial term of the contract is effective upon award through June 30, 2019, with the possibility of four annual renewals, for a total contract period not to exceed five years, ending June 30, 2023.

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### DESCRIPTION AND JUSTIFICATION:

IFB 19-22-23 was posted to [www.azpurchasing.org](http://www.azpurchasing.org), TUSD's official bidding service. Notice was emailed to 141 vendors. TUSD Purchasing received 12 responses and 24 "no bids." After initial review, all bidders were determined responsive and responsible.

An abstract was created to evaluate and identify the low bidder in each category. Awards are recommended to multiple vendors to provide a sufficient number of vendors to provide a wide variety of science aid products needed by the large number of schools in our District. Awards are recommended to the following vendors based on low bid pricing per category:

Backbone Communication  
ETA Hand2Mind  
Delta Educational  
Fisher Science  
Flinn Scientific  
Pitsco  
Sargent Welch  
Bio Corporation

Historical expenditures by school sites/department average \$260,000 per year, with the potential volume of \$1.3 million over the five year life of the contract. Expenditures for each specific site are included in their own budgets.

An Executive Summary, which details this process further, is provided for your review.

Kevin Startt, Director of Purchasing, will be present at the Board Meeting to answer questions regarding the procurement process.

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### BOARD POLICY CONSIDERATIONS:

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:

<input type="checkbox"/>	District Budget
<input type="checkbox"/>	State/Federal Funds
<input checked="" type="checkbox"/>	Other School/site budgets
<u>Budget Cost</u>	<u>Budget Code</u>
\$260,000/year	Various site budgets, as needed
\$1.3M over five 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):

Kevin Startt, Director of Purchasing/Food Services	8/3/2018	
Name	Title	Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

ATTACHMENTS:
Click to download
<a href="#">Executive Summary</a>