



MEETING OF: November 15, 2016

TITLE: Award of Request for Proposals (RFP) 17-37-C21 - Professional Transportation Management Services

ITEM #: 9

Information:

Study:

Action: X

PURPOSE:

To approve award of RFP 17-37-C21 for purpose of procuring Professional Transportation Management Services for the Operations/Transportation Department. All information contained in the proposal file must remain CONFIDENTIAL until Governing Board award.

DESCRIPTION AND JUSTIFICATION:

RFP 17-37-C21 was posted to www.AZpurchasing.org TUSD's official bid board. Notice was sent to four-hundred seventy-nine (479) vendors. Notification was also posted in the official newspaper of Pima County on October 4th and 11th, 2016. TUSD received one (1) bid and one-hundred forty-seven (147) "NO BIDS."

This is a multi-term contract to one vendor beginning January 1, 2017 with annual renewal options through December 31, 2021. Award recommendation is based on evaluation committee scores during Phase I and Phase II, Best and Final Offers, in accordance with AZ Administrative Code on evaluation of proposals and only one bid received. Award recommendation letter was received from the committee chair with recommendation of the evaluation team to award to:

Transpar Group

An Executive Summary and the evaluation committee Written Recommendation are provided for your review in a separate communication as all information related to the proposal is confidential until award is made, in accordance with AAC R7-2-1045B .

Estimated Annual Expenditures are \$170,000 for year one w/ a 2% increase per renewal (X 5 = \$885,000 over the life of the contract).

Stuart Duncan, Chief Operations Officer, will be present to answer questions regarding the need for this service.

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
_____	Other
<u>Budget Cost</u>	<u>Budget Code</u>
\$170K/year for 5	001.513.2790.6311.5070.80301.5070
years - Total =	
\$885K	

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	November 3, 2016
Name	Title
	Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

<u>ATTACHMENTS:</u>
Click to download
 Confidentiality Statement

TUCSON UNIFIED SCHOOL DISTRICT

BOARD AGENDA ITEM
CONTINUATION SHEET