



MEETING OF: December 9, 2014

TITLE: Award of Invitation for Bids (IFB) No. 15-60-C19 District Vehicle Rentals

ITEM #: 16

Information:

Study:

Action: X

PURPOSE:

Approval to Award Invitation for Bids (IFB) No. 15-60-C19 District Vehicle Rentals

DESCRIPTION AND JUSTIFICATION:

It is the intention of the Tucson Unified School District to procure as needed, if needed vehicle rental services for use by District departments, sites and schools. Vehicles rented may include, but are not limited to, passenger cars, six to nine passenger mini-vans, pickup trucks, cargo vans, box trucks and flatbed trucks.

This is a multi-term contract to a single vendor beginning January 1, 2015 with annual renewal options through December 31, 2019. An abstract of the vendor's bids was created for each vehicle group by daily and weekly rental costs. An award recommendation is being made to the vendor that provided the most reasonable price for the combined vehicle categories. The recommended vendor was determined to have submitted a bid with the lowest price, and considered responsive and responsible, and most advantageous to the District. Recommendation is given to the minimum number of vendors necessary to meet the needs of the District.

An Executive Summary and the department's award recommendation are attached for Governing Board review.

The notice of Invitation for Bids was sent to twelve (12) vendors as well as being posted on AZPurchasing.org during the solicitation period. Two (2) vendors responded with offers.

Award is recommended to Enterprise Leasing.

Estimated Annual Expenditures are \$75,000 (X 5 years = \$375,000 over the life of the contract).

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>
Est \$75K/yr for five	
years = \$375K	

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	11/25/2014
Name	Title
	Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

<u>ATTACHMENTS:</u>
Click to download
 Executive Summary

TUCSON UNIFIED SCHOOL DISTRICT	BOARD AGENDA ITEM CONTINUATION SHEET
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