



MEETING OF: November 10, 2015

TITLE: Award of Request for Proposals (RFP) 16-51-17 Student Code of Conduct Consultant Services

ITEM #: 15

Information:

Study:

Action: X

PURPOSE:

To award RFP No. 16-51-17 Student Code of Conduct Consultant Services. All information contained in the proposal file must remain CONFIDENTIAL until Governing Board award.

DESCRIPTION AND JUSTIFICATION:

RFP No. 16-51-17 was issued to procure Student Code of Conduct Consultant Services. The District will enter into a contract for these services beginning upon award through June 30, 2016, with a possibility of one (1) annual renewal, for a total contract period not to exceed two (2) years, June 30, 2017. The recommended offeror was determined to have submitted a proposal most advantageous to the District and pricing offered was deemed fair and reasonable. Costs for this consulting service is estimated at \$35,000.

An Executive Summary and the department's award recommendation will be sent separately to the Governing Board for review as information within the proposals is confidential until award.

The Notice of Request for Proposals was sent to 1328 vendors through AZPurchasing. Two (2) vendors responded with offers and 286 no bids were received through AZPurchasing.

Dr. Adrian Vega, Deputy Superintendent will be present at the Board Meeting to answer questions regarding the need for Student Code of Conduct Consultant Services.

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

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:

X	_____	District Budget
	_____	State/Federal Funds
	_____	Other
<u>Budget Cost</u>	<u>Budget Code</u>	
<u>\$35K for fiscal 2016 001.511.2210.5040.6321.80514.5042</u>		

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	10/30/2015
_____	_____
Name	Title Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

ATTACHMENTS: Click to download Confidentiality Statement

TUCSON UNIFIED SCHOOL DISTRICT

BOARD AGENDA ITEM
CONTINUATION SHEET