



Celebrate the 100!

TUCSON UNIFIED SCHOOL DISTRICT

MEETING OF: July 14, 2015

TITLE: Award of Invitation for Bids (IFB) 16-23-20 Educational Aids and Materials, As Needed

ITEM #: 13

Information:

Study:

Action: X

PURPOSE:

Approval to award Invitation for Bids (IFB) 16-23-20, Educational Aids and Materials, As Needed.

DESCRIPTION AND JUSTIFICATION:

This is a multi-term contract with awards recommended to multiple vendors beginning July 1, 2015 with annual renewal options through June 30, 2020. Determination has been made to award IFB 16-23-20 to multiple vendors to meet the extensive and varied needs of the District. Based on the demographics of the District, the variety of educational aids and materials needed for all District schools, it has been determined to be in the District's best interest to award this contract in this manner. As the second largest school district in Arizona, it is determined that awarding to multiple vendors would provide the needed quantity, diversity of products, quality, service and/or delivery needed to the district. Historically the district has had the need to award this type of contract to multiple vendors which has proven advantageous to meet the significant volume and diversity within the District. Award recommendation is based on abstract results per AZ Administrative Code R7-2-1031, Bid Evaluation and Award. An Executive Summary is provided for review.

The notice of Invitation for Bids was sent to 573 vendors using the department's official competitive sealed solicitation website AZ Purchasing. Thirty-one (31) vendors responded with bids and there were 130 No-Bids.

Estimated Annual Expenditures are \$225,000 a year (X 5 = \$1,125,000 over the life of the contract). Expenditures come from various school and department budgets.

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	<u> </u>	District Budget
	<u> </u>	State/Federal Funds
X	<u> </u>	Other Various site budgets
	<u> </u>	Budget Code
	<u> </u>	Budget Cost
	<u> </u>	\$225K per year

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):

Jacqueline Posey, Procurement Specialist	6-23-2015
Name	Date
	Title

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

ATTACHMENTS:
Click to download
<input type="checkbox"/> Executive Summary

TUCSON UNIFIED SCHOOL DISTRICT

**BOARD AGENDA ITEM
CONTINUATION SHEET**

- m) Award Invitation for Bids (IFB) 16-23-20 – Educational Aids and Materials, as needed, July 1, 2015, with annual renewal options through June 30, 2020
- n) Award Invitation for Bids (IFB) 16-24-17PF – Perishable Refrigerated Food, July 15, 2015 through July 14, 2016
- o) Award Invitation for Bids (IFB) 16-28-17BV – Beverage, July 15, 2015 through July 14, 2016
- p) Award Invitation for Bids (IFB) 16-26-17FR1 – Frozen Foods Group One, July 15, 2015 through July 14, 2016
- q) Award Invitation for Bids (IFB) 16-32-17SN – Snack, July 15, 2015 through July 14, 2016
- r) New and Continuing Consulting Services with Hye Tech Network & Security Solutions, LLC
- s) Lease Agreement between Tucson Unified School District and Intermountain Center for Human Development (ICHHD) for the former Menlo Park Elementary School, with Authorization for the Director of Planning Services to Execute the Lease
- t) Minutes of Tucson Unified School District Governing Board Meetings
 - 1) Regular Board Meeting, August 12, 2014
 - 2) Regular Board Meeting, September 9, 2014
- u) Permission to Increase Expenditure Authority of Invitation for Bids (EFB) No. 15-14-19 District Boiler Services

RECESS REGULAR MEETING

PUBLIC HEARING – Presentation of the 2015-2016 Proposed Budget and Public Hearing pursuant to A.R.S. §15-905 (D)

1. Presentation of the annual budget by TUSD staff.
2. Any *person* can ask for an explanation of the budget

***Speakers during this portion of the Public Hearing will abide by the rules governing Call to the Audience at Board meetings with the exception that each speaker will be allowed 2 minutes.*

3. Further Explanation of the budget by TUSD staff if necessary
4. Any resident or taxpayer may protest the inclusion of any item in the budget

***Speakers during this portion of the Public Hearing will abide by the rules governing Call to the Audience at Board meetings with the exception that each speaker will be allowed 2 minutes.*

***REF: Governing Board Policy Code No. BDAA – Procedures for Governing Board Members*

RECONVENE REGULAR MEETING

ACTION ITEMS

6. Adoption of the Fiscal Year 2015-2016 Tucson Unified School District and Unitary Status Plan (USP) Expenditure Budget
7. Administrative appointments, reassignments and transfers Appointment – Principal, Ford Elementary School
8. Administrative appointments, reassignments and transfers Appointment – Principal, Lynn /Urquides Elementary School
9. Administrative appointments, reassignments and transfers Appointment – Principal, Miller Elementary School
10. Administrative appointments, reassignments and transfers Appointment – Assistant Principal, Vesey Elementary School
11. Administrative appointments, reassignments and transfers Appointment – Assistant Principal, Tucson High Magnet School
12. Appointment of Tucson Unified School District Employee Benefits Trust (EBT) Board Member
13. Appointment of Community Members (2) to the TUSD Governing Board Audit Committee
14. Re-Appointment of Community Members (3) to the Technology Oversight Committee (TOC) for a two-year term
15. Appointment of Two Board Members as Ex-Officio on the Technology Oversight Committee for a one-year term
16. Adopt and approve the 2015-2016 Employee Agreement for Exempt Administrators, Exempt Coordinators and Supervisory/Confidential Employees and Salary Schedule for each group
17. Approval of Pre-Kindergarten Programs in TUSD
18. School Uniforms at Roberts-Naylor K-8 School
19. Affirmation of the Proclamation on Student Safety Awareness Month – Requested by Board Member Cam Juárez
20. Teacher Evaluation



TUCSON UNIFIED SCHOOL DISTRICT

MEETING OF: July 14, 2015

TITLE: Award of Invitation for Bids (IFB) 16-23-20 Educational Aids and Materials, As Needed

ITEM #: 13

Information:

Study:

Action: X

PURPOSE:

Approval to award Invitation for Bids (IFB) 16-23-20, Educational Aids and Materials, As Needed.

DESCRIPTION AND JUSTIFICATION:

This is a multi-term contract with awards recommended to multiple vendors beginning July 1, 2015 with annual renewal options through June 30, 2020. Determination has been made to award IFB 16-23-20 to multiple vendors to meet the extensive and varied needs of the District. Based on the demographics of the District, the variety of educational aids and materials needed for all District schools, it has been determined to be in the District's best interest to award this contract in this manner. As the second largest school district in Arizona, it is determined that awarding to multiple vendors would provide the needed quantity, diversity of products, quality, service and/or delivery needed to the district. Historically the district has had the need to award this type of contract to multiple vendors which has proven advantageous to meet the significant volume and diversity within the District. Award recommendation is based on abstract results per AZ Administrative Code R7-2-1031, Bid Evaluation and Award. An Executive Summary is provided for review.

The notice of Invitation for Bids was sent to 573 vendors using the department's official competitive sealed solicitation website AZ Purchasing. Thirty-one (31) vendors responded with bids and there were 130 No-Bids.

Estimated Annual Expenditures are \$225,000 a year (X 5 = \$1,125,000 over the life of the contract). Expenditures come from various school and department budgets.

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)

