

Financial Services
Mr. Ron Y. Steiger, Chief Financial Officer

SUBJECT: AWARD INVITATION TO BID NO. ITB-23-019-VF - DELIVERY OF TESTING MATERIALS

COMMITTEE: FISCAL ACCOUNTABILITY & GOVERNMENT RELATIONS

LINK TO STRATEGIC PLAN: EFFECTIVE AND SUSTAINABLE OPERATIONAL PRACTICES

Procurement Management Services, at the request of the Office of Assessment, Research and Data Analysis, released the above-referenced solicitation. The purpose of this Invitation to Bid (ITB) is to establish a contract at firm, fixed prices for all necessary labor and transportation for the delivery of testing materials at specified locations. This is a term bid which states that the Board may purchase services, as may be needed, but is not obligated to purchase any guaranteed amount. This ITB was advertised on the Procurement Management Services website and DemandStar. This contract impacts all District students, which breaks down to an annual amount of \$0.30 per student, based on the annual contract amount of \$100,000. The solicitation was shared with the District's Office of Economic Opportunity (OEO) for additional community outreach.

The initial term of the bid shall be for a period of three (3) years, commencing July 24, 2024 through July 23, 2027, and may, by mutual agreement between The School Board of Miami-Dade County, Florida, and the successful bidders, be extended for two (2) additional one (1) year periods.

Pursuant to School Board Policy 6320.02, the Goal Setting Committee recommended that this solicitation be open with a 5% price preference for M-DCPS certified SBE/MBE firms.

Five (5) vendors responded to this advertised bid. M-DCPS OEO staff verified the Small, Micro, Veteran and/or M/WBE certification status of the firm(s). Based on the criteria listed in the solicitation, the contract will be awarded to one (1) vendor, which is not certified.

In Fiscal Year 2022-2023, the District spent \$73,537 on delivery of testing materials.

Fund Source
General

E-141

RECOMMENDED: That The School Board of Miami-Dade County, Florida:

1. **AWARD** INVITATION TO BID NO. ITB-23-019-VF – DELIVERY OF TESTING MATERIALS, to establish a contract at firm, fixed prices for all necessary labor and transportation for the delivery of testing materials at specified locations, with an initial effective date of July 24, 2024 through July 23, 2027, and may, by mutual agreement between The School Board of Miami-Dade County, Florida, and the successful bidder, be extended for two (2) additional one (1) year extension periods thereto, as follows:

COMET COURIER CORP.
10800 NW 103RD STREET, SUITE 1
MIAMI, FL 33178
OFFICER: STEVEN A. SELTZER

Item 1 - Daily rates for deliveries made utilizing a van, dolly and/or handcart @ \$330.00 per vehicle per day

Item 2 - Daily rates for deliveries made utilizing a step-van, dolly and/or handcart @ \$330.00 per vehicle per day

Item 3 - Daily rates for deliveries made utilizing a 20-foot delivery truck or larger and dolly @ \$385.00 per vehicle per day

2. **AUTHORIZE** the Superintendent to purchase up to the total estimated amount of \$300,000 for the initial contract term and an amount not to exceed \$100,000 for each subsequent one (1) year extension period. Board authorization of this recommendation does not mean the amount shown will be expended.