



Ector County Independent School District

Action Page

TO: Board of Trustees

FROM: David Harwell, Chief Financial Officer

SUBJECT: DISCUSSION OF AND REQUEST FOR APPROVAL OF PURCHASES OVER \$50,000

DATE: June 11, 2019

As required by Board Policy CH (Local), attached is a list of contracts as awarded by purchase orders. (If no purchase over \$50,000 is attached, this agenda item is retained should a purchase item occur between the agenda posting deadline and the Board meeting). Seventeen purchase items meet this requirement this month.

Atmos Energy:

2019-2020 budget \$358,000, provides natural gas services for all ECISD buildings, 2018-2019 estimated cost is \$344,670. Slight increase in gas prices from increased consumption expectation.

City of Odessa:

2019-2020 budget \$1,584,000, provides water and sewage services for ECISD building within city limits, 2018-2019 estimated cost is \$1,784,446. Reason for expected decrease per Energy Management Department: Less water consumption for irrigation is expected, better water usage monitoring taking place, water and irrigation leaks being repaired as detected.

Ector County Utility District:

2019-2020 budget \$75,000, provides water and sewage services for Murry Fly, Buddy West, Cavazos and Downing, 2018-2019 estimated cost is \$61,758. Reason for increase: The Ector County Utility District has raised its water rates.

Blue Cross & Blue Shield:

2019-2020 budget \$1,500,000 local funds, they are the 3rd party administrator for the ECISD self-funded insurance plan that process and pay the claims, 2018-2019 estimated cost is \$1,550,954.

Ector County Appraisal District:

2019-2020 budget \$2,184,733 local funds, this is the fee for providing tax appraisal & collection for the district, 2018-2019 estimated cost is \$2,046,842. Increase is from increases in ECAD salary costs passed on to ECISD, from salary study performed by the Appraisal District.

Atkins, Hollman, Jones & Peacock, LLP:

2019-2020 budget \$252,000 local funds, fee for attorney legal services for 2019-2020, estimated cost for 2018-2019 is \$252,000

Garda, Inc.:

2019-2020 budget \$108,000, vendor provides armored car services for ECISD campuses and Finance Department by picking up deposits and delivering to bank throughout the week, estimated cost for 2018-2019 is \$105,000.

College Board:

2019-2020 budget \$256,000 local funds, district pays or helps pay for any student that wishes to take the PSAT/AP/SAT/NMSQT exams, 2018-2019 estimated cost is \$304,273. Decrease is from decrease in testing being performed through College Board.

AVID:

2019-2020 budget \$137,445 local funds, this membership fee pays for the use of all AVID products and services for all AVID campuses, it also includes some AVID trainings for administrators and teachers, 2018-2019 estimated cost is \$137,445.

International Assurance of Tennessee:

2019-2020 budget \$700,000 local funds, vendor provides stop loss insurance coverage if an employee exceeds \$300,000 in health insurance claims, 2018-2019 estimated cost is \$708,548

Professional Tutors of America & Sylvan Learning:

2019-2020 budget \$50,000 Comp Ed & Title 1 funds, these two selected vendors will provide tutoring services to over 600 students, Professional Tutors of America will provide 1 on 1 tutoring to secondary students while Sylvan Learning can provide both 1 on 1 and on-line tutoring to both elementary and secondary students, 2018-2019 estimated cost is \$35,557. Increase is from increase in expected use of the tutoring services in 2019-2020.

National Math & Science Initiative:

2019-2020 budget \$70,200 IMA funds, this selected vendor will provide training to the Advanced Academic staff to help build true rigorous scope and sequence for the honors advanced courses, this is the first year for this training.

School Nutrition Bid Summary

Due to the size of our school district, several items we purchase can easily exceed the \$50,000.00 purchasing threshold and require formal solicitations. Each year we gather the items, place them into general categories and then send out invitations to bid. We issued out five bids. All five bids are back and ready to recommend those vendors for award.

Gandys:

2019-2020 budget \$953,000 school nutrition funds, milk and related items which are delivered directly to each of our campuses:

Bid #19-02FS-Milk and Dairy Item Direct Delivery Bid

- Milk and related items are delivered directly to each of our campuses each year. We are not able to warehouse and distribute these items due to our storage constraints. This is an “all or none” awarded bid.
- *SY18-19 Expected Bid Total: \$1,100,000.00*

Reason for Decrease from 2018-2019: Change in vendor and move back to paper packaging for dairy products.

1st Choice Equipment:

2019-2020 budget \$84,000 school nutrition funds, kitchen equipment needed for the upcoming year.

Bid #19-03FS-Kitchen Equipment Bid

- We compile a list of kitchen equipment that we will need in the upcoming year. For SY19-20, we will need at least six new convection ovens. This is an “all or none” awarded bid.
- *SY18-19 Purchase Total (BuyBoard Purchase)-\$62,000.00*

Reason for Increase from 2018-2019: Prices vary based on specific items being purchased – more expensive items to be replaced in 2019-2020.

Bimbo Bakeries:

2019-2020 budget \$84,000 school nutrition funds, bread and related products delivered directly to each of our campuses.

Bid #19-06FS-Bread Direct Delivery Bid

- Bread and related products are delivered directly to each of our campuses each year. We are not able to warehouse and distribute them due to our storage constraints. This is an “all or none” awarded bid.
- *SY18-19 Expected Bid Total (Purchased from West Texas Food Service COOP Contract): \$142,000.00*

Reason for Decrease: Bread delivery change from frozen to fresh, plus, bid decreased based on best and final offer.

Dry, Refrigerated and Frozen Items:

2019-2020 budget \$2,304,747 school nutrition funds, this includes several categories of food that include frozen meat and entrees, frozen and dry grains, dairy, fruit products, canned vegetables, etc. This is a line item awarded bid so everyone has a chance to participate and win.

Bid #19-04FS-Dry, Refrigerated and Frozen Items Bid

- We have several categories of food and compile them all into one bid. The categories include: Frozen Meat and Entrees, Frozen and Dry Grains, Dairy, Fruit Products, Canned Vegetables, etc. It is a line item awarded bid so everyone has a chance to participate and win.
- *SY18-19 Expected Bid Total: \$2,050,000.00*

Reason for Variance: More items will be delivered to warehouse based on bid specifications, but final actual costs are not expected to vary greatly from 2018-2019.

Paper & Plastic Items:

2019-2020 budget \$334,522 school nutrition funds, this includes all paper and plastic components we use for meal service, this is a line item awarded bid so everyone has a chance to participate and win.

Bid #19-05FS-Paper and Plastic Items Bid

- This bid covers all of the paper and plastic components we use for meal service. Items such as disposable trays, portion bows, utensils and napkins to name a few. It is a line awarded bid so everyone has a chance to participate and win.
- *SY18-19 Expected Bid Total: \$462,000.00*

Reason for expected decrease in cost: Better cost options found, for bids on items such as “portion bowls” – using less expensive items for same purposes.

Recommendation:

Approval of Purchases over \$50,000