



**GOVERNING BOARD AGENDA ITEM  
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

---

**DATE OF MEETING:**       **June 12, 2018**

**TITLE:**       **Award of Contract for Musical Instrument Repair, Sheet Music, Accessories and Supplies Based Upon Responses to Request for Bid (RFB) 04-25-2018**

---

**BACKGROUND:**

Request for Bid 04-25-2018 was e-mailed to 19 vendors, a notice of the published RFB was e-mailed to vendors with the musical instrument/supplies commodity code via Procure AZ (Arizona State Bidder's List), and the link to *PublicPurchase* published on the District's website. This RFB was also e-mailed to vendors registered on the *PublicPurchase* website since it was determined that competitive sealed bidding electronically was advantageous to the District for this procurement. The solicitation asked for bids for musical instrument repairs and/or supplies on an as needed/as required basis. Nine vendors responded with responsive bids; three vendors were deemed non-responsive due to not providing the required information. See attached spreadsheet.

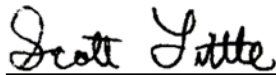
---

**RECOMMENDATION:**

It is the recommendation of the Administration that the Governing Board award a contract to Instrumental Music Center based on their bid response to RFB 04-25-2018. This contract will begin on July 1, 2018 and expire on June 30, 2019 with the option to renew for four additional fiscal years.

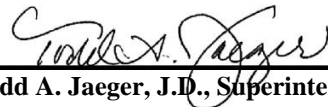
---

**INITIATED BY:**



Scott Little, Chief Financial Officer

Date: May 14, 2018



Todd A. Jaeger, J.D., Superintendent