

Executive Summary of Board Agenda Item

Subject/Title for Agenda Posting: Discussion and recommendation regarding the Request for Proposal issued for the purchase of two portable classrooms for Reyes Elementary School

Justification Statement: In accordance with CH (Local): "...Any single, budgeted purchase of goods and services that costs \$50,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place..."

Purpose of Agenda Item:

☐ Information ☐ Discussion ☒ Action

Item Type:

☐ Curriculum & Instruction ☐ HumanResources ☐ Business Services

Staff Responsible:

Bruno Vasquez 11/ 08/ 2021

Signature of Requester(s)

Signature of Presenter(s)

Business Services Approval (Initials)

Date

Agenda Summary:

The administration issued a Request for Proposal for two new portable classrooms requested by Reyes Elementary School's Principal.

We received two proposals; a selection committee met to review the submissions and recommended Palomar Modular Buildings LLC as the company offering the best value to the District.

RECOMMENDATION: Administration recommends approval of the proposal received from Palomar Modular Buildings LLC, in the amount of \$139,784.00; for two portable classrooms delivered and installed at RES.

PRIOR BOARD ACTION: None AWARDED: N/A AWARDED AMOUNT: N/A

AMOUNT(S): \$139,784.00

ACCOUNT NO(S): 199.81.6629.00.106.99

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)

Competitive proposal

REQUESTING DEPARTMENT:

Facilities Department

CONSEQUENCES OF NON-APPROVAL:

Inability to provide additional instructional space required by the campus administration

IMPLEMENTATION TIMELINE:

Upon approval

ATTACHMENT(S): ☒ Evaluation score sheet summary
Bid Summary



**CANUTILLO INDEPENDENT SCHOOL DISTRICT
REQUEST FOR PROPOSAL #2022-03 PORTABLE CLASSROOMS (Reyes Elementary)**

| AVERAGE TOTAL | Palomar Modular Buildings LLC | Sustainable Modular Management |
|--|--------------------------------------|---------------------------------------|
| 1 The Purchase Price | 20.0 | 18.2 |
| Total Points - 20 | | |
| 2 The reputation of the vendor and the vendor's goods and services | 9.5 | 6.0 |
| Total Points - 10 | | |
| 3 The Quality of the vendor's goods and services | 14.8 | 8.5 |
| Total Points - 15 | | |
| 4 The extent to which the vendors goods and service meet the districts needs | 15.0 | 9.8 |
| Total Points - 15 | | |
| 5 The vendor's past relationship with the district | 5.0 | 1.8 |
| Total Points - 5 | | |
| 6 The impact on the ability of the district to comply with laws and rules related to historically utilized businesses | 0.0 | 0.0 |
| Total Points - 0 | | |
| 7 The total long-term cost to the district to acquire the vendor's goods and services | 13.8 | 11.0 |
| Total Points - 15 | | |
| 8 For a contract for goods and services, other than goods and services related to telecommunications and information services, building construction and maintenance, or instructional materials, whether the vendor or the vendor's ultimate parent company or majority owner - (A) has its principal place of business in this state; or (B) employs at least 500 persons in this state | 0.0 | 0.0 |
| Total Points - 0 | | |
| 9 Any other relevant factors specifically listed in the request for bids or proposals | 20.0 | 12.5 |
| Total Points - 20 | | |
| TOTAL POSSIBLE SCORE = 100 | 98.0 | 67.7 |
| RANKING | 1 | 2 |

| | | | |
|--------------------------|--|---------------------|---------------------------------------|
| Event Number | 2022-03 Addendum 1 | Organization | Canutillo Independent School District |
| Event Title | Portable Classroom | Workgroup | Purchasing |
| Event Description | Canutillo Independent School District (CISD) | Event Owner | Elizabeth Sida |
| Event Type | RFP | Email | esida@canutillo-isd.org |
| Issue Date | 10/11/2021 10:36:00 PM (MT) | Phone | (915) 877-7426 |
| Close Date | 11/4/2021 02:00:00 PM (MT) | Fax | |

| Responding Supplier | City | State | Response Submitted | Lines Responded | Response Total | Purchase Price points |
|--------------------------------|--------|-------|-----------------------------|-----------------|----------------|-----------------------|
| Palomar Modular Buildings LLC | DeSoto | TX | 10/29/2021 02:21:27 PM (MT) | 2 | \$139,784.00 | 20 |
| Sustainable Modular Management | Plano | TX | 11/2/2021 01:24:55 PM (MT) | 2 | \$153,992.00 | 18.2 |

Please note: Lines Responded and Response Total only includes responses to specification. No alternate response data is included.

This request for Proposal was issued to obtain proposals for two new 32' x 24' portable classroom buildings to be delivered and installed at Reyes Elementary School, located at 7440 Northern Pass Dr, El Paso, Texas, 79911.

The solicitation was sent to sixty-five registered suppliers on the Canutillo ISD electronic bidding system. Two vendors responded to this solicitation; Palomar Modular Buildings, LLC., and Sustainable Modular Management.

A committee was formed to review the proposals submitted. The committee recommends Palomar Modular Buildings, LLC as the company offering the best value to the District.