



EXECUTIVE SUMMARY

Recommendation that the Broward College District Board of Trustees authorize the standard agreement with Best Technology Systems, Inc. (ITB-2024-103-OA - Gun Range Specialized Cleaning Services) to provide labor and materials for the specialized cleaning at the Institute of Public Safety (IPS) gun ranges.

Fiscal Impact: \$579,780.00, Cumulative amount: \$0.00, Revenue: \$0.00

Presenter(s): Deborah Czubkowski, Vice President of Facilities Management

1. Describe the purpose of this purchase of goods, services, information technology, construction, or use of space. This contract is to provide cleaning services, routine removal of used filters, replacement of filters, removal and recycling of empty brass bullet casing at the two gun shooting ranges located at Central Campus Institute of Public Safety (IPS) in accordance with OSHA and EPA regulations. The solicitation ITB-2024-103-OA was released requesting bids for Gun Range Specialized Cleaning Services. Five (5) bids were received in response to the Invitation to Bid (ITB).

This contract will facilitate the monthly, semi-annual, and annual preventative maintenance and service for the College gun ranges.

Contract Term: 2-Year Contract from 1/1/2025 to 12/31/2026.

Renewals: The contract has (4) one-year renewal options through 12/31/2030.

2. Describe the competitive solicitation method used or, if none, the exemption relied on for bid waiver.

The competitive solicitation method used was a formal competitive solicitation process (Invitation to Bid - ITB-2024-103-OA) per FLDOE Rule 6A-14.0734 and College Procedure A6Hx-6.34 for purchases exceeding Category Three (\$65,000) in accordance with F.S. 287.017.

3. Describe business rationale for the purchase and how it was procured.

(A) What is the benefit of the purchase. If there is an ROI, describe the ROI and how calculated. Not applicable.

(B) How does the purchase support the Strategic Business Plan. Not applicable.

(C) If applicable, what is the rationale for the use of piggybacks, existing contract extensions, bid waivers in lieu of the College conducting a competitive solicitation. Not applicable.

(D) If a competitive solicitation process was conducted by the College, describe the process. The procurement process was a formal competitive solicitation process - ITB (Invitation to Bid). ITB-2024-103-OA was released requesting bids for Gun Range Specialized Cleaning Services. Five (5) bids were received in response to the Invitation to Bid (ITB). The award recommendation is to the lowest, responsive and responsible

bidder.4.Did the vendor amend Broward College's legal terms and conditions [to be answered by the Legal Office] if the College's standard contract was used and was this acceptable to the Legal Office?

This Executive Summary is approved by:

**Deborah Czubkowski
Vice President of Facilities Management**