



FAYETTE COUNTY PUBLIC SCHOOLS

**Executive Summary
Fayette County Public Schools Board Meeting
Agenda Item**

MEETING: Regular

DATE: 9/26/2022

TOPIC: Award of Bids/Proposals

PREPARED BY: Matt Moore, Logistical Services & Purchasing

Recommended Action on: 9/26/2022

Action Item for Vote (REGULAR MEETING)

Superintendent Prior Approval: No

Recommendation/Motion: Approve the award recommendations for the listed bids, proposals and extensions

Background/Rationale: A summary of bids/proposals submitted from the Purchasing Department for approval

Strategic Priority:

- ☐ Student Achievement ☐ Diversity, Equity, Inclusion & Belonging
☐ Highly Effective & Culturally Responsive Workforce
☐ Stakeholder Engagement & Outreach ☒ Organizational Health & Efficiency

Data Considerations: NA

Policy: KRS 45A.365, KRS 45A.370

Fiscal Impact: Included in attachment

Attachments(s): Award of Bids/Proposals

AWARD OF BIDS/PROPOSALS

The following is a summary of bids/proposals submitted from the Purchasing Department for approval.

BIDS/PROPOSALS

BID	MAILING ROSTER	DEPARTMENT	RESPONSE – NUMBER RECEIVED
1. RFP 49-22 Athletic Supplies and Equipment Catalog Discount	1. TMSDC 2. Commerce Lexington 3. SBA 4. NAVOBA 5. KYPTAC 6. ORVWBC 7. 7PM Group 8. Vendor Registry	Logistical Services/Purchasing	6
2. RFP 53-22 Nurses for Field Trips	1. TMSDC 2. Commerce Lexington 3. SBA 4. NAVOBA 5. KYPTAC 6. ORVWBC 7. 7PM Group 8. Vendor Registry	Risk Management Health and Safety	1
3. RFP 55-22 Graduation Products	1. TMSDC 2. Commerce Lexington 3. SBA 4. NAVOBA 5. KYPTAC 6. ORVWBC 7. 7PM Group 8. Vendor Registry	School Leadership	3
4. Bid 58-22 Dixie Elementary Preschool Room Modifications	1. TMSDC 2. Commerce Lexington 3. SBA 4. NAVOBA 5. KYPTAC 6. ORVWBC 7. 7PM Group 8. Vendor Registry	Maintenance	2

5. Bid 59-22 Northern Elementary Preschool Room Modifications	1. TSMSDC 2. Commerce Lexington 3. SBA 4. NAVOBA 5. KYPTAC 6. ORVWBC 7. 7PM Group 8. Vendor Registry	Maintenance	2
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CONTRACT EXTENSIONS	VENDOR	DEPARTMENT	YEAR OF CONTRACT RENEWAL
1. RFP 59-19 Visitors Management System	Raptor Technologies	Risk Management and Safety	3
2. RFP 31-20 Library Books/Pre- bound Library Books/e-books	Mackin Educational Resources ABDO Publishing Company Follett School Solutions Cengage Learning Junior Library Guild Gumdrop Books Bound to Stay Bound Books OverDrive INC Capstone Perma-Bound Books	Technology	2
3. RFP 33-20 Office Relocation Services	Safeway Moving/ Vincent Fister Inc	Logistical Services/ Purchasing	3
4. RFP 22-21 Janitorial Supplies Catalog Contract	Hillyard-KY Norvex Supply Inc Kenway Distributors Inc	Grounds and Custodial Support	1
5. Bid 25-21 Chain Link Fencing	S and T Fencing Inc	Grounds and Custodial Support	1
6. RFP 24-21 Motor Coach/Charter Bus Services	Blue Grass Tours Gold Shield VIP Coach Miller Transportation Wombles Transportation Martin Tours Taylor Motors Inc	Logistical Services/ Purchasing	1

AWARD OF BIDS/PROPOSALS

1. RFP 49-22 Athletic/Physical Education Equipment & Related Supplies – Catalog Contract

BACKGROUND AND RATIONALE:

Athletic/Physical Education Equipment & Related Supplies are selected and purchased at each school to support the athletic needs of the individual school. Equipment and supplies are bid in order for the schools to receive discount prices for merchandise and shipping and to comply with KRS 45A. Evaluation was based off of a sample price list of 25 popular items ordered by schools and the athletic department as well as information about the vendor such as location, number of items available in their catalog, sales representatives and the types of items offered. Award recommendation is for the highest two scores.

Key to Markings

- Recommended Award

Vendor	Score	
Game One	930.00	###
BSN Sports	780.00	###
School Specialty	704.00	
Nasco Education	648.00	
Riddell/All American	624.00	
MFAC LLC	562.00	

Contract Term: October 1, 2022 through September 30, 2023 with optional renewal

PROPOSAL:

Item	Amount	Funding Source	Recurring/ Nonrecurring	Measurable Expected Impact and Timeline
Athletic/ Physical Education Equipment & Related Supplies	Last year's Expenditure was approximately \$200,000.00	Individual School Accounts	Recurring	Catalog Contract to provide athletic/ physical education equipment & supplies to FCPS schools

Funding Key: Individual School Accounts

STAFF CONTACT:

Dan Sawyers, Director of Logistical Services/Purchasing
Rob Sayre, Athletics Director

POLICY REFERENCE:

KRS 45A.370

RECOMMENDATION:

A motion is in order to:
"Award contracts for one year to Game One and BSN Sports."

2. RFP 53-22 – Nursing Services for Field Trips

BACKGROUND AND RATIONALE:

Nurses are needed for school field trips and an RFP was solicited to establish a contract for these services. NR Inc was the only response and is recommended to be awarded the contract.

Key to Markings ### - Recommended Award

Vendor

NR Inc ###

Contract Term: October 1, 2022 through September 30, 2023 with optional renewal

PROPOSAL:

Item	Amount (estimated)	Funding Source	Recurring/ Nonrecurring	Measurable Expected Impact and Timeline
Nursing Services for Field Trips	Anticipated to be over \$30,000.00	General Fund	Recurring	Statutory Requirement

Funding key: 922 – Physical Support Services, 1 – General Fund,
0850 – Other Professional Services MUNIS ORG Code 0011072

STAFF CONTACT: Debbie Boian, Health and Wellness

POLICY REFERENCE: 03.111, 03.211, 03.13251, 03.23251

RECOMMENDATION: A motion is in order to:
“Award the contract for a one-year period to NR Inc.”

3. RFP 55-22 Graduation Products

BACKGROUND AND RATIONALE:

Each year in FCPS, high school seniors, and their families, purchase graduation caps, gowns, diploma covers, and other attire through outside vendor(s). To ensure consistent product, cost, and services district wide this RFP was issued to locate an exclusive vendor that will serve all Pre-K-12 schools and families for the upcoming school year. The RFP was evaluated by a committee of district staff, principals, parents and graduation sponsors. The top two vendors were asked to provide a showcase of materials offered for the committee to review with Jostens Inc being unanimously selected.

Key to Markings ### - Recommended Award

Vendor

Balfour

Jostens Inc ###

Herff Jones LLC

Contract Term: October 1, 2022 through September 30, 2023 with optional renewal

PROPOSAL:

Item	Amount (estimated)	Funding Source	Recurring/ Nonrecurring	Measurable Expected Impact and Timeline
Graduation Products	Estimated to be \$77,500	Individual School Accounts and families of students	Recurring	Contract to establish an exclusive vendor for graduation products to be used by schools and families

STAFF CONTACT:

James McMillin, Chief of Schools

POLICY REFERENCE:

KRS 45A.370

RECOMMENDATION:

A motion is in order to:

“Award the contract for a one-year period with Jostens Inc.”

4. Bid 58-22 Dixie Elementary Preschool Room Modifications

BACKGROUND AND RATIONALE:

Dixie Elementary is needing to change their preschool room from one large room to two smaller rooms. This work includes creating a new hallway, walls and doors for the new rooms. This bid is to establish a contract for this work. Work will primarily be done on nights, weekends and during fall break so it does not disrupt students during the school day.

Key to Markings ### Recommended Award

Vendor

Elaine Allen LLC MBE
Minnifield Enterprize MBE

Price

\$47,525.00
\$43,352.20 ###

Contract Term: October 1, 2022 through October 31, 2022

PROPOSAL:

Item	Amount	Funding Source	Recurring/ Nonrecurring	Measurable Expected Impact and Timeline
Dixie Room Modifications	\$43,352.20	920 1 134 0432	Nonrecurring	Improved safety of students and staff.

Funding Key:

920 – Maintenance, 1 – General Fund, 134 – Maintenance Shop Operations, 0432 – Building Repair/Maintenance

STAFF CONTACT:

Prenell Mitchell, Director of Maintenance

POLICY REFERENCE:

KRS 45A.365

RECOMMENDATION:

A motion is in order to:
“Award the contract to Minnifield Enterprize”.

5. Bid 59-22 Northern Elementary Preschool Room Modifications

BACKGROUND AND RATIONALE:

Northern Elementary is needing to add a bathroom to their preschool. This work includes adding to existing plumbing, walls and a door for the new room. This bid is to establish a contract for this work. Work will primarily be done on nights, weekends and during fall break so it does not disrupt students during the school day.

Key to Markings ### Recommended Award

Vendor

Elaine Allen LLC MBE
Minnifield Enterprize MBE

Price

\$97,038.00
\$78,365.28 ###

Contract Term: October 1, 2022 through October 31, 2022

PROPOSAL:

Item	Amount	Funding Source	Recurring/ Nonrecurring	Measurable Expected Impact and Timeline
Dixie Room Modifications	\$78,365.28	920 1 134 0432	Nonrecurring	Improved safety of students and staff.

Funding Key:

920 – Maintenance, 1 – General Fund, 134 – Maintenance Shop Operations, 0432 – Building Repair/Maintenance

STAFF CONTACT:

Prenell Mitchell, Director of Maintenance

POLICY REFERENCE:

KRS 45A.365

RECOMMENDATION:

A motion is in order to:
“Award the contract to Minnifield Enterprize”.

APPROVAL FOR CONTRACT EXTENSIONS

1. RFP 59-19 Visitor Management System

BACKGROUND AND RATIONALE:

As required in the School Safety and Resiliency Act (Senate Bill 1) all visitors must report to the front office of the building, provide valid identification and state the purpose of the visit. A visitor's badge must be visibly displayed on the visitor, parent or contractor's outer garment. A request for proposals was sent out in 2019 with six responses. The responses were evaluated by a committee of five FCPS staff on several criteria. After evaluations an average score was calculated with Raptor Technologies receiving the highest score. The RFP included the option to renew the contract on an annual basis upon Board approval for up to a total of 5 years. This would be the third renewal.

Vendor

Raptor Technologies

Contract Term: November 1, 2022 through October 31, 2023

PROPOSAL:

Visitor Item	Amount	Funding Source	Recurring/ Nonrecurring	Measurable Expected Impact and Timeline
Visitor Management System	Last Fiscal Year was approximately \$ 43,000.00	Safety Budget	Recurring	Will continue the visitor management system for district schools for the 2022/2023 school year

Funding Key: Safety

STAFF CONTACT: Joseph L. Isaacs, Director of Risk Management and Safety

POLICY REFERENCE: KRS 158.162 (d) (4) - School Access and Control

RECOMMENDATION: A motion is in order to:
"Extend the current contract for an additional year with Raptor Technologies"

2. RFP 31-20 Library Books/ Pre-bound Library Books/E-books

BACKGROUND AND RATIONALE:

A large amount of funds are allocated to replace lost titles, as well as purchase new fiction and non-fiction titles. Library books and pre-bound library books are bid so school libraries may receive a discounted price in merchandise, database records, processing and shipping. An RFP was sent out last year to establish an approved list of vendors. The RFP included the option to renew the contract on an annual basis upon Board approval for up to a total of 5 years. This would be the second renewal

Vendor

Follett School Solutions
Junior Library Guild
Mackin Educational Resources
Gale Cengage Learning
Bound to Stay Bound Books
Capstone, Gumdrop Books
OverDrive Inc
ABDO Publishing Group
Permabound Books

Contract Term: October 1, 2022 through September 30, 2023

PROPOSAL:

Item	Amount	Funding Source	Recurring/ Nonrecurring	Measurable Expected Impact and Timeline
Library Books	Last year's Expenditure was approximately \$400,000.00	Individual School Accounts; Title 1 Funding	Recurring	Contract to provide library books to school libraries to continue the educational process without interruption

Funding Key:

Individual School Accounts

STAFF CONTACT:

Dave Carty – Assoc. Director of Technology – Technology Support
Amy Johns – Assoc. Director of Technology – Instructional Technology

POLICY REFERENCE:

KRS 45A.370

RECOMMENDATION:

A motion is in order to:
“Extend the current contract for an additional year with Follett School Solutions, Junior Library Guild, Mackin Educational Resources, Gale Cengage Learning, Bound to Stay Bound Books, Capstone, Gumdrop Books, Overdrive, ABDO Publishing Group and Permabound Books.”

3. RFP 33-20 Office Relocation Services

BACKGROUND AND RATIONALE:

This RFP was for establishing a contract with a moving company to move furniture that may be needed during renovations or large moves throughout the year. The RFP asked for hourly rates for moving. Safeway Moving Inc/ Vincent Fister Inc was awarded the contract. The RFP includes the option to renew on an annual basis upon Board approval. This would be the second renewal

Vendor

Safeway Moving Inc/ Vincent Fister Inc VBE

Contract Term: November 1, 2022 through October 31, 2023

PROPOSAL:

Item	Amount	Funding Source	Recurring/ Nonrecurring	Measurable Expected Impact and Timeline
Office Relocation Services	Last year's expenditure was approximately \$111,000.00	Schools and Departments	Recurring	Contract to provide moving services for the district

Funding Key: Schools and Departments

STAFF CONTACT: Dan Sawyers, Director of Logistical Services and Purchasing

POLICY REFERENCE: KRS 45A.370

RECOMMENDATION: A motion is in order to:
"Extend the current contract for an additional year with Safeway Moving Inc/ Vincent Fister Inc."

4. Bid 22-21 Janitorial Supplies Catalog Contract

BACKGROUND AND RATIONALE:

This RFP is used to establish a multiple award janitorial supplies contract for the Operations Department to use for ordering supplies for all district custodial staff. Proposals were evaluated and scored based on pricing on 57 different items ordered by the district, discount on other items available from the vendors, as well as other things such as references, delivery time and dedicated local sales representatives. After scoring all proposals the Operations staff decided to award the RFP to the top 3 scores to provide the best value to the district. The RFP includes the option to renew on an annual basis upon Board approval. This would be the first renewal

Vendor

Hillyard - KY

Kenway Distributors Inc

Norvex Supply Inc - WBE

Contract Term: November 1, 2022 through October 31, 2023

PROPOSAL:

Item	Amount	Funding Source	Recurring/ Nonrecurring	Measurable Expected Impact and Timeline
Janitorial Supplies	Last year's expenditure was approximately \$950,000.00	Schools and Departments	Recurring	Will provide Janitorial supplies for the district for the 2022-2023 year as well as fiscal compliance with bid laws

Funding Key:

Schools and Departments

STAFF CONTACT:

Steve Collins, Grounds and Custodial Support

POLICY REFERENCE:

KRS 45A.370

RECOMMENDATION:

A motion is in order to:

“Extend the current contract for an additional year with Hillyard - KY, Kenway Distributors Inc., and Norvex Supply Inc.”

5. Bid 25-21 Chain Link Fencing Installation

BACKGROUND AND RATIONALE:

The Operations Department is responsible for installing chain link fencing throughout the district when fencing is needed. This bid establishes fixed pricing for the materials and for the labor to install 4,5 and 6 foot chain link fence when a fence is needed. There were two responses to the bid with the award going for S & T Fencing who had the lowest prices. The bid includes the option to renew on an annual basis upon Board approval. This would be the first renewal.

Vendor

S & T Fencing

Contract Term: November 1, 2022 through October 31, 2023

PROPOSAL:

Item	Amount	Funding Source	Recurring/ Nonrecurring	Measurable Expected Impact and Timeline
Chain link fencing	Budgeted amount \$100,000.00	0498	Recurring	Will allow FCPS to adhere to federal laws regarding Early Start playgrounds, prevent FCPS property from unwanted vehicles and provide safety.

Funding Key:

0498 – Fencing Repair

STAFF CONTACT:

Larry Hellard, Grounds and Custodial Support

POLICY REFERENCE:

KRS 45A.365

RECOMMENDATION:

A motion is in order to:
“Extend the current contract for an additional year with S & T Fencing.”

6. RFP 62-19 Motor Coach Charter Bus Services

BACKGROUND AND RATIONALE:

Schools use motor coach and charter bus services for travel for field trips. This RFP is used to create a list of approved vendors for these services. Proposals were evaluated and scored based on factors including pricing, references, experience, fleet size and policies and procedures. It is recommended to award the RFP to all vendors to allow enough options for schools for all field trips. The RFP includes the option to renew on an annual basis upon Board approval.

Vendor

Bluegrass Tours
Wombles Transportation
Taylor Motors Inc
Gold Shield VIP Coach Inc
Miller Transportation
Martin Tours

Contract Term: October 1, 2022 and ending September 30, 2023

PROPOSAL:

Item	Amount	Funding Source	Recurring/ Nonrecurring	Measurable Expected Impact and Timeline
Motor Coach and Charter Bus Services	Over \$30,000	Individual School Accounts	Recurring	2022/2023 school year

Funding Key: Individual School Accounts

STAFF CONTACT: Dan Sawyers, Director of Logistical Services and Purchasing

POLICY REFERENCE: KRS 45A.370

RECOMMENDATION: A motion is in order to:
"Extend the current contract for an additional year with Blue Grass Tours, Wombles Transportation, Miller Transportation, Martin Tours, Gold Shield Transportation and Taylor Motors Inc."