

MEMORANDUM

Purchasing #21-020
April 6, 2021

To: Gregory P. Harrison, City Manager
Through: Carla R. Byrd, General Services Director
From: Jill Klaskin Press, Purchasing Supervisor
Subject: Award Bid P-15-21, School Crossing Guard Services

Contract Need/Background

Bid P-15-21 was issued by the City to establish a contract for School Crossing Guard Services. Award recommendation is to the lowest responsive, responsible bidder, based on the low bid for the sum total of the Supervisor and Crossing Guard hourly rates, above the minimum wage.

Attached you will find copies of the bid award recommendation form, the bid tabulation, and the bid solicitation document.

Bidders List

The Bidders List was created using companies suggested by the requesting department, companies that have responded to prior bids and companies that have registered as bidders with the City.

Number of firms responding with complete bids4

Advertising

The Bid was advertised in the Sun Sentinel, and notices were sent to bid notice agencies throughout the nation. The bid package was also posted on the City's eBid System for download by interested firms and sent to all registered bidders by email.

Funding

The estimated annual value of the contract is \$700,000. Services will be paid from budgeted funds in account #001-9910-599-31-60.

Award Recommendation

After reviewing the responses to this bid with the Recreation Program Administer, it is recommended that a five-year contract award be made to The Butler Group of South Florida, LLC (dba) Nextaff. It should be noted that The Butler Group of South Florida, LLC is the incumbent vendor.

Enclosures
cc: file