



SUFFIELD PUBLIC SCHOOLS

Suffield, Connecticut

DATE: April 21, 2021

TO: Tim Van Tassel

FROM: Bill Hoff

RE: Replacement of SHS High Jump and Pole Vault Mats

The mats for the high jump and pole vault at the high school need to be replaced. They have some tears in the vinyl, the foam is beginning to break down, and the connectors to hold the mats together are very worn. If the connectors break, the mats will be unusable. In addition, the storage cover is torn and provides little protection.

Although the pole vault was the first priority, we can save \$3,000 by purchasing both the pole vault mats and the high jump mats at the same time.

There are a limited number of suppliers for these items. Request for Quotes were sent to five vendors. Three responses were received with prices ranging from \$20,436 to \$30,040. The lowest quoted price was for an alternate product than the one specified in the quote request. It was also a vendor who has provided substandard equipment in the past. I contacted the second lowest bidder to see if he could improve on his original quote. He agreed to essentially match the price of the lowest quote. His revised quote is \$20,442.

Board policy 3320 requires sealed bids for any purchases over \$15,000. Based on the limited number of suppliers and the significant discount we have received from the quoted list price of \$30,796 (23.7%), I request the Board of Education waive this policy for the purchase of the pole vault and high jump mats and approve the purchase at a price of \$20,442.

Recommended Board Motion

I move the Board of Education waive policy 3320 and allow the purchase of pole vault and high jump mats at a total cost of \$20,442 based on three written quotes rather than a sealed.