Appendix 5

Request for Purchasing Approval
Supplies $20,000.00 and above
In accordance with BOE Policy 3304
Date: February 12, 2024

1. VINYL TILE FLOORING - ANNUAL **IACP**
Responsible party as indicated in the summary: Luke Newman

Recommendation:
It is recommended OMNIA Partners Contract #02-146 Region 14 ESC – TX with J+J Flooring (Wichita, KS), in the amount not to exceed $200,000.00, be approved to purchase Luxury Vinyl Tile Flooring as needed, to be used throughout the District. The contract term is through June 30, 2024.

Explanation: Inter-Agency Cooperative Purchase

Tabulation:
OMNIA Partners Contract #02-146
J+J Flooring Group **$200,000.00 IACP**

Funding Year and Funding: 2023-2024 Various Funds

Reason for Purchase: Design & Construction purchases flooring materials to replace old and worn carpet. When working on large construction projects, the District's pricing is extended to the supplier to minimize upcharge costs. Contract rates remain the same and this is a nonexclusive contract.

2. FOOD SAFETY HEALTH INSPECTION LICENSE RENEWALS **MASTER CONTROL**
Responsible party as indicated in the summary: Fabian Armendariz

Recommendation:
Per policy 3304, it is reported $32,475.00 will be paid to the Kansas Department of Agriculture (Manhattan, KS), for renewal of food safety health inspection licenses for continued operation of the District's food service cafeterias.

Explanation: Master Control

Tabulation:
Kansas Department of Agriculture **$32,475.00 MC**

Funding Year and Funding: 2023-2024 Nutrition Services Fund

Reason: Licenses are required to operate our satellite and full-service cafeterias.

3. SUPPORT & MAINTENANCE FOR PEOPLESOFT, 3 - YEAR AGREEMENT **MASTER CONTROL**
Responsible party as indicated in the summary: Rob Dickson

Recommendation:
Per policy 3304, it is reported, payment will be made to Oracle America, Inc (Redwood Shores, CA) in the amount of $1,812,324.00, for the next 3 annual licenses, valid through FY26, of PeopleSoft.

Explanation: Master Control

Tabulation:
Oracle America, Inc **$1,812,324.00 MC**

Funding Year and Funding: 2023-2024 Capital Outlay/Supplemental General

Reason for Purchase: PeopleSoft is the Districts Human Capital Management (HCM) application. This annual purchase is for maintenance and licensing.

Appendix 5

Request for Purchasing Approval
Supplies $20,000.00 and above
In accordance with BOE Policy 3304
Date: February 12, 2024

Terms Legend

Low Bid (LB) – The lowest bid received and one that meets all requirements of the bid.

Low Bid Meeting Specification (LBMS) – Not the lowest priced bid but the lowest bid that meets all requirements of the bid.

Only Bid (OB) – The only bid received in the bid process.

Responsible Proposal (RP) – The proposal deemed by the proposal evaluation committee to have provided the best solution to the stated objectives of the proposal. While pricing is always considered in evaluation, it is rarely the primary selection tool.

Master Control (MC) – Per BOE Policy 3304, Purchase Orders of $20,000 or more that are issued to set aside funds for extended periods of time for payment of such items as utility bills, postage, software maintenance agreements, and lease agreements which are necessary and continuing operational expenses that can be secured from an only source provider.

Multiple Sources (MS) – It has been determined that multiple sources are necessary to facilitate procurement services in order to minimize expenditures and perform the absolute best services required by the District.

Inter-Agency Cooperative Purchase (IACP) – Contracts issued, awarded and meeting the requirements set forth in Kansas Statute 72-1151 for cooperative purchasing. These contracts are such as but not limited to, contracts by state agencies, and federal, national, or other state contracts facilitated by a federal or local governmental entity or agency.

Sole Source *(SS)* - A situation created due to the inability to obtain competition. This may result because only one vendor or supplier possesses the unique ability or capability to meet the requirements of the solicitation. The purchasing authority may require a justification from the requesting user explaining why this is the only source for the requirement.

State Use *(SU)* ***Statute KSA 75-3317 – 3322 and amendments thereto: Same; purchase of products or services by state or school district***
Unified school districts must purchase products on the list certified by the State's director of purchases from qualified vendors when those products meet the specifications identified by the unified school district.

Bid Exempt *(BE)* **–** KSA 72-1151 provides for exemptions from the solicitation of competitive bids and/or proposals.

Summary:

Description of products/services	Amount	Responsible Party
1. Vinyl Tile Flooring	$200,000.00	Luke Newman
2. Food Safety Health Inspection License Renewal	$32,475.00	Fabian Armendariz
3. Support & Maintenance for Peoplesoft 3-year agreement	$1,812,324.00	Rob Dickson

It should be noted that industry standards dictate that volume shipments of certain products will be shipped plus or minus 15% from the quantity ordered to complete case or pallet. When additional products are shipped it will be billed at the per each bid price. This additional quantity is not returned to the Board for Review.