

MCSB APPROVED ON 6/17/08,
EXHIBIT # 12-D-1

Memorandum

TO: Martin County School Board Members
FROM: Ed Parker, Director of Purchasing and Warehousing
DATE: June 17, 2008
SUBJECT: Request approval to **Award MCSB ITB #1006-0-2008/EDP for High School Driver's Education Program**

BID OPENED: 05/28/08

CONTRACT PERIOD: 08/1/08 through 06/30/11 with options to renew for (2) years until June 30, 2013.

BUDGET REFERENCE: Dorie Slosberg Grant

ESTIMATED EXPENDITURE: Up to \$200,000.00 annually based on maximum enrollment per semester plus a potential summer session, if required.

SCOPE OF SERVICES: Provide First Time Drivers Education Program to include classroom and on road instruction per DOE requirements and RFP response. Classroom instruction to be conducted in MCSD facilities after normal school hours.

RECOMMENDATION: Award a contract to **A Treasure Coast Driving School** to provide **High School Drivers Education Services**, to all Martin County High Schools in accordance with the ITB. Only one proposal was received. We contacted local driving schools and several in Palm Beach County prior to issuance of this ITB. The ITB was advertised in the Stuart News and was sent to 219 prospective bidders via our online bid service, DemandStar. We have no reason to believe another ITB would result in a different response. The owner of **A Treasure Coast Driving School** is an employee of the Martin County School District. The award recommendation was reviewed by the School Board Attorney. The Attorney found no conflict of interest between the employee's duties for the School Board and discharge of the service required by the ITB. The employee was not involved in any way in the recommendation for award. In addition, the award recommendation is based on a competitive seal bid process.

ATTACHMENTS: Proposed agreement and schedule of charges based on class size.

c: Hank Salzler, Assistant Superintendent
Rodger Osborne, Ex. Director of Operations Services