

**SCHOOL BOARD
FINANCE SUMMARY FORM**

The purpose of the document is to present the Providence School Board and Finance Committee with the necessary information to make data-informed decisions about the district's spending as it pertains to contracts.

Instructions:

1. Please complete this form as fully and accurately as possible according to the guidance provided in each section.
 - a. The form must be completed if:
 - i. the total of the purchase or contract exceeds \$200,000
 - ii. the contract is for a term of more than one year
 - iii. the purchase or contract was NOT the result of formal competitive bidding or cooperative purchasing (i.e. it is a sole source purchase)
2. Once this form has been completed, send a copy to the Director of Purchasing and the Board Services Team. They will notify you of the next Finance Committee meeting and host a contract presentation review prior. Finance Committee typically meets the second Wednesday of the month. Only purchases/contracts that have already been reviewed and approved by the Superintendent will be scheduled before the Finance Committee.

Vendor Name: R.A.D. Corp dba R.A.D. Sports

Amount: \$ 676,170.00

Source of Funds and Fiscal Year: District-Based School-Based

Check box for fiscal year: FY22 FY23 FY24

Purchase or Contract: Purchase Contract

Length of Contract (list start date and end date): August 1, 2022 to June 30, 2023

PPSD Contact Name: Jason Menard

Contract Type: New Renewal Extension Amendment

Staff Recommendation:

It is recommended that the Providence School Board approve a contract/purchase with R.A.D. Corp dba R.A.D. Sports (vendor name) for replacement of the turf field (type of services) amounting in \$ 676,170.00 (total amount in dollars) for Classical High School (school name(s)). If approved, the contract will begin 8/1/2022 (date) and end 6/30/2023 (date), approximately.

Justification of Spending:

Provide 5-7 points that support the recommendation as to why funds should be spent this way.

Use the prompts to help guide your response.

- a. *How is this connected to the Turnaround Action Plan/ aligned to the district's vision?*
- b. *Why does the district need this purchase?*
- c. *Why is the dollar amount requested the necessary amount?*
- d. *What are the implications of not spending this money?*

The district recommends approval of a contract with R.A.D Corp (dba R.A.D. Sports) for the replacement of the synthetic turf field at Classical High School in a total amount not to exceed \$676,170. The district anticipates completing the work in spring 2023.

In general, the scope of work includes, but is not limited to, the removal and disposal of the existing turf in its entirety, removal and re-installation of field goal posts, regrading as necessary to maintain drainage system functionality, furnish and installation of new finish grading, furnish and installation shock absorption pad, and furnish and installation synthetic turf with all markings.

This purchase represents an investment in our facilities and an investment in our athletics programming. While the field is located adjacent to Classical High School, it is used by schools and community groups throughout the district

Justification of Vendor Selection

Provide 3-5 bullet points that support the recommendation as to how this vendor was selected. You may attach any documents with additional data on their performance (please note below that this information is attached).

Use the below prompts to help guide your response.

- a. *Provide a 3-5 sentence summary of the vendor (can cut and paste contract Executive Summary) about who they are and what they do.*
- b. *What was the procurement process for selecting the vendor?*
 - i. *Which PPSD staff members were involved in that procurement process?*
- c. *If this is a returning vendor:*
 - i. *Share a summary of our experience with this vendor.*

The district issued a Request for Proposals for this scope of work. The RFP process included a mandatory site visit such that interested vendors had to visit the site with district staff prior to submitting a bid. Two bids were received for this scope of work. The district has selected R.A.D. Sports for this scope of work.

R.A.D. Sports has extensive experience completing similar scopes of work, including the synthetic field installations at Bucklin Park and Conley Stadium in Providence. R.A.D. Sports is a family-owned business that specializes in the construction of high-quality athletic and recreation facilities. They have completed projects through New England and the Mid-Atlantic regions. They are headquartered in Rockland, Massachusetts.

Accountability Measures

*In 3-5 bullet points, describe the accountability measures that will ensure that the vendor meets all requirements set forth in the contract and that the district is able to maintain a record of the quality of the services. These need to be performance-based in nature. Every contract should include explicit language requiring vendor accountability, i.e. required program evaluation or the submission of a final report summarizing progress against each itemized deliverable. **Note: if this contract is a purchase agreement, you can skip this section.***

Use the below questions to guide your response.

- a. *Which PPSD staff member will serve as the lead for tracking accountability and performance metrics?*
- b. *What accountability measures have you agreed upon in your contract (can copy and paste from draft contract)?*
- c. *How is this purchase tied to overall student achievement (refer to TAP specific goals if possible)?*

This contract will be jointly overseen and managed by Jason Menard on the operations team and by Studio JAED, the architecture firm that drafted the specifications for the solicitation.

Spending Breakdown

In the table below, list the deliverables of the purchase or contract and their associated cost to justify the total cost of the purchase. If easier, please attach an excel file or other document.

Proposed Budget	Dollar Amount
Base Bid Price	\$676,170.00
Total	\$676,170.00