



## Legislation Text

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**File #:** 22-0634, **Version:** 1

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MOTION TO APPROVE THE PAYMENT OF ADVANCED PLACEMENT (AP) EXAMS FROM THE COLLEGE BOARD FOR AP TESTING AT THE CHARTER HIGH SCHOOL FOR THE 2022-2023 SCHOOL YEAR IN THE AMOUNT NOT TO EXCEED \$123,200 PURSUANT TO SECTION 35.18(C) (3) OF THE CITY'S CODE OF ORDINANCES.

### **PROCUREMENT PROCESS TAKEN:**

- ***Chapter 35 of the City's Code of Ordinances is titled "PROCUREMENT PROCEDURES, PUBLIC FUNDS."***
- ***Section 35.18 of the City's Code of Ordinances is titled "COMPETITIVE BIDDING OR COMPETITIVE PROPOSALS REQUIRED; EXCEPTIONS."***
- ***Section 35.18(C) states that "Only the following situations are exempt from the competitive bid and competitive proposal requirements of this section:"***
- ***Section 35.18(C)(3) states that "City standard, single-source and sole-source commodities or services. City standard, single-source and sole-source commodities or services are exempt from this section."***
- ***Section 35.21 of the City's Code of Ordinances is titled "AWARD OF CONTRACT."***
- ***Section 35.21(A) of the City's Code of Ordinances is titled "City Commission approval."***
- ***Section 35.21(A)(1) states, "An initial purchase of, or contract for, commodities or services, in excess of \$25,000, shall require the approval of the City Commission, regardless of whether the competitive bidding or competitive proposal procedures were followed."***

### **SUMMARY EXPLANATION AND BACKGROUND:**

1. The Charter High School offers Advanced Placement classes for students. Advanced Placement (AP) is a program created by the College Board which offers college-level curricula and examinations to high school students. Colleges and Universities often grant course credit to students who obtain high scores on the examinations.

2. The average cost to administer the AP examinations is \$97 per test. The College Board allows the school to retain \$9.00 per test as a rebate to help with the administrative costs to administer the test, reducing the average cost to \$88.00 per test (See Exhibit 1. FY2022-23 AP Coordinator Manual).

3. The Charter High School is projecting to administer an average of 1,400 exams for the 2022-23 school year. The total projected cost for AP exams in the 2022-23 school year is \$123,200 (1,400 exams x \$88 per exam).

4. The AP Exams can only be purchased from the College Board.

5. Request City Commission approve the payment of Advanced Placement Exams from the sole source vendor, the College Board, for AP testing at the Charter High School for the 2022-23 school year in the amount not to exceed \$123,200 pursuant to section 35.18(C)(3) of the City's Code of Ordinances.

Reviewed by Commission Auditor.

#### **FINANCIAL IMPACT DETAIL:**

**a) Initial Cost:** \$123,200

**b) Amount budgeted for this item in Account No:** \$123,200 is budgeted in the Testing Materials Account 172-569-5053-552182-5103-513-0000 within the Academic Village Charter School 2022-23 Adopted Budget. If the AVCS must purchase more than the anticipated exam count, a budget adjustment will be processed from the AVCS 5103 school function/classroom instruction accounts to fund the difference in cost.

**c) Source of funding for difference, if not fully budgeted:** Not Applicable.

**d) 5 year projection of the operational cost of the project:** Not Applicable.

**e) Detail of additional staff requirements:** None.

#### **FEASIBILITY REVIEW:**

*A feasibility review is required for the award, renewal and/or expiration of all function sourcing contracts. This analysis is to determine the financial effectiveness of function sourcing services.*

**a) Was a Feasibility Review/Cost Analysis of Out-Sourcing vs. In-House Labor Conducted for this service?** Not Applicable.

**b) If Yes, what is the total cost or total savings of utilizing Out-Sourcing vs. In-House Labor for this service?** Not Applicable.

