

# Cedar Hill Independent School District BOARD OF TRUSTEES

**Meeting Date:** March 21, 2022

**Presented by:** Dr. Gerald Hudson, Superintendent of Schools

**Subject:** Consideration of Vendor List for Teaching Aids, Instructional Materials, and Related Services pursuant to RFP 21-22-01

## Consent

### **BACKGROUND INFORMATION:**

This is the legal requirement that will keep the District in compliance with Texas Education Code 44.031. The bid process allows procurement of goods and services at the best value with the use of public funds. Staff advertised and requested proposals for the purchase of Teaching Aids, Instructional Materials, and Related Services. The bid was designed to establish a discount from the vendor's regularly published price list and compare other cost related factors such as shipping and fees. The term of the contract will be the date after the award was made through June 30, 2025. This bid is a "Multiple Award RFP" and will allow additional vendors to respond and be awarded throughout the year. Each month, a new list of responsive bidders will be presented to the Board for approval. March's proposed vendors are included in the RFP 21-22-01 Bid Tabulation for the purchase of Teaching Aids, Instructional Materials, and Related Services.

### **RECOMMENDATION:**

Administration recommends approval of vendors for the purchase of Teaching Aids, Instructional Materials, and Related Services through June 30, 2025 as per the attached list.

### **BOARD ACTION REQUIRED:**

Motion to approve vendors for the purchase of Teaching Aids, Instructional Materials, and Related Services through June 30, 2025 as per the attached list.

### **POLICY AUTHORIZATION:**

CH – LEGAL Purchasing and Acquisition  
CH – LOCAL Purchasing and Acquisition

### **CONTACT PERSON:**

Gilberto Prado, Chief Financial Officer  
Caleb Pape, Director of Purchasing & Contracts Management

### **FUNDING SOURCE:**

2021-2022 Budget

### **ENCLOSURES:**

Bid Tabulation RFP 21-22-01