

**Purchase Request #6
Regular Board Meeting January 28, 2020
Consideration of Approval to Contract for
Steinway and Essex Pianos**

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approve the purchase of Steinway and Essex pianos from Steinway Hall Pianos as part of the equipment needed for the new Wylie Campus.

BACKGROUND

The District is standardized on Steinway and Essex pianos due to the quality and reputation of their products. Steinway Hall Pianos is the sole representative for Steinway & Sons Pianos in the Dallas area. The Wylie Campus Fall 2020 course offerings are slated to include a multitude of music classes requiring the use of pianos at the start of the new semester.

Reference number (REF) 4295 was issued to track the volume of spend for Steinway and Essex pianos. Tracking of spend volume is accomplished through the Purchasing Department's eProcurement system. The system is set to automatically notify the contract owner when 85% of the approved expenditure is reached, which triggers the contract owner to analyze current and future spend.

IMPACT OF THIS ACTION

Procuring a total of nine Steinway and Essex pianos will provide music majors with an opportunity to use professional grade products in their musical development and expand Collin College's delineation as a Steinway School at the Wylie Campus.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization of \$385,000 which is budgeted as part of the 2017 CIP equipment budget. There is no spend data for the prior year.

RESOURCE PERSONNEL

Toni Jenkins

SVP Campus Operations Officer

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