

**Denton Independent School District**  
**RFP #2008-13 Instructional Supplies, Equipment & Services**  
September 22, 2020

**SUMMARY:**

This item requests approval of RFP #2008-13 Instructional Supplies, Equipment & Services.

**BOARD GOAL:**

Growth & Management - demonstrate effective and efficient management of district resources.

**PREVIOUS BOARD ACTION:**

RFP #2002-04 Instructional Supplies, Services and Equipment was awarded by the Denton ISD Board of Trustees on March 23, 2020.

**BACKGROUND INFORMATION:**

This proposal was issued on July 22, 2020 after determining that a supplemental Instructional RFP was needed. Six hundred ninety-six (696) vendors were notified of this proposal. Responses were received from ninety-one (91) vendors on August 20, 2020. This proposal establishes a preferred vendor list, of vendors who submitted a complete response packet, to be used to purchase instructional supplies, equipment and services for our schools and departments. This proposal is EDGAR compliant for purchases using a federal funding source.

**SIGNIFICANT ISSUES:**

The District has a wide range of needs across both department and campus use for instructional supplies, equipment & services. All purchases will be made on an “as needed” basis.

**FISCAL IMPLICATIONS:**

The cost will be borne by the appropriate department or campus fund.

**BENEFIT OF ACTION:**

Passage will allow the District to build its base of vendors who can provide instructional supplies, equipment, and services for current and future needs.

**SUPERINTENDENT’S RECOMMENDATION:**

It is recommended that the proposal be awarded to all responding vendors that submitted a complete RFP response. This award is for a term beginning the date of award through March 31, 2022 with the option to auto-renew for one additional one-year term.

**STAFF PERSONS RESPONSIBLE:**

James Niven, Chief Financial Officer  
Vicki Garcia, Executive Director of Financial Operations  
Dianna Casper, Director of Purchasing  
Cassandra Kay, Senior Buyer

**ATTACHMENT:**

RFP #2008-13 Instructional Supplies, Equipment & Services Vendor Tabulation

**APPROVAL:**

Signature of Staff Member Proposing Recommendation: \_\_\_\_\_

Signature of Divisional Assistant Superintendent: \_\_\_\_\_

Signature of Superintendent: \_\_\_\_\_