

Catalog Discount Proposal for Instructional Supplies and Equipment

CSP 130220

April 9, 2013

SUMMARY:

This item requests approval of CSP 130220 for Instructional Supplies and Equipment for a term of one year with the option to extend, upon governing body approval, for three additional terms of one year each. This proposal establishes discount off catalog purchases.

BOARD GOAL:

VI. Growth, Change & Fiscal Responsibility... demonstrate effective and efficient management of district resources.

PREVIOUS BOARD ACTION:

The previous proposal was approved on April 20, 2010.

BACKGROUND INFORMATION:

This proposal establishes a preferred vendor list to be used to purchase instructional supplies and equipment. The proposals have been reviewed by the Purchasing Department. The proposals submitted are all acceptable and meet the criteria. A total of 186 proposals were submitted.

SIGNIFICANT ISSUES:

This proposal will be used in conjunction with the larger number of vendors available at the BuyBoard. Due to the different teaching methods used across the state, Denton ISD uses more resources than are available at the BuyBoard. However, several of the vendors on this proposal also participate in the BuyBoard. Purchases will be made using the bid pricing, either local or BB, that will be in the best interest of the district.

A total of 8 vendors were rejected. Carson Dellosa and Critical Thinking both submitted a "No Bid" resulting in a reject. Amerilan Supply Group, Childbirth Graphics Health Edco/WRS Group, First Impact Education, Hydrotex, McCormick's Enterprise's and Quill Corporation were all rejected because the district already has vendors for supplies and equipment that those vendors provide.

FISCAL IMPLICATIONS:

Costs will be borne by the campus/department local operating budgets.

BENEFIT OF ACTION:

Passage will allow for the district to receive the best discounts for the products purchased.

PROCEDURAL AND REPORTING IMPLICATIONS:

None

PUBLIC COMMENT RECEIVED:

None

ALTERNATIVES:

No alternative actions are proposed

OTHER COMMENTS:

None

SUPERINTENDENT'S RECOMMENDATION:

It is recommended that the proposals submitted be accepted for use in purchasing instructional supplies for a term of one year with the option to extend, upon governing body approval, for 3 additional terms of one year each.

STAFF PERSONS RESPONSIBLE:

Debbie Monschke, Assistant Superintendent of Administrative Services
Kathy Arrington, Purchasing Agent
Alyce Hamman, Purchasing Buyer

ATTACHMENT:

Proposal Tabulation
Award Summary

APPROVAL:

Signature of Staff Member Proposing Recommendation: _____

Comments: _____

Signature of Divisional Assistant Superintendent: _____

Comments: _____

Signature of Superintendent: _____

Comments: _____