

**Purchase Request #8
Regular Board Meeting April 28, 2020
Consideration of Approval to Contract for
Specialty Furniture and Equipment**

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approves the purchase of specialty furniture, to include portable staging, from Lone Star Furnishings for new meeting spaces currently under construction as part of the 2017 CIP.

BACKGROUND

The projects being constructed as part of the 2017 CIP include programming for spaces designated as meeting rooms and/or conference center spaces. Special events hosted by the District or community partners will require portable staging in those spaces. Lone Star Furnishings has been a long-time provider of furniture for schools, offices, science labs, libraries, and dormitories.

Reference number (REF) 4316 was issued to track the volume of spend for specialty furniture and equipment.

Lone Star Furnishings has a contract through the BuyBoard cooperative purchasing program to provide furniture for schools, offices, science labs, libraries, and dormitories, Contract Number 584-19, and is compliant with the competitive procurement requirements set forth in Section 44.031 of the Texas Education Code, as permitted through Section 791.011 of the Texas Government Code.

IMPACT OF THIS ACTION

Lone Star Furnishings is an authorized dealer for multiple specialty furniture and equipment manufacturers that has served the public sector in varying capacities for many years. They can provide cost-effective furniture solutions to the District for large meeting and conference spaces. Staging in these spaces will allow the District to host a variety of events, both for its own faculty, staff and students, as well as the local community.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization of \$150,000 which is funded in the 2017 CIP furniture and equipment budgets. FY19 annual spend amount was less than \$50,000.

MONITORING AND REPORTING TIMELINE

The term of the contract will be from April 29, 2020 through August 31, 2020.

RESOURCE PERSONNEL

Toni Jenkins

SVP Campus Operations Officer

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