



SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

Agenda Item Summary

Meeting Date: 12/6/2017

Purpose: ☐ Report Only ☐ Recognition ☒ Discussion/ Possible Action

From: Peggy Lee Gonzalez, Director of Purchasing

Item Title:

Discussion and possible action to approve Dahill to provide copy machine lease services.

Description:

Consent Item:

The District solicited a request for qualifications (2017-10) for copier lease services. Four vendors responded to the solicitation. The evaluation was conducted by district administration.

Recommendation:

The District is recommending to approve Dahill to provide copy machine lease services for a term of 36 months with the option to renew for two additional twelve month periods with board approval. Yearly cost is estimated to be \$225,000.

District Goal/Strategy:

Strategy 5 We will prioritize district revenues to guide student future choices.

Funding Budget Code and Amount:

199-XX-6269-XX-XXX-8-XX-XXX

205-XX-6269-XX-XXX-8-XX-XXX

CFO Approval

APPROVED BY:

SIGNATURE

DATE

Chief Officer:

11/27/17

Superintendent:

11-29-2017