



Meeting Date: January 23, 2025

Submitted By: Lacey Gosch
Title: Assistant Superintendent

Agenda Item: Consider and take action regarding approving the ranking for Request for Proposal 24-12 for Cibolo Creek Middle School Library Book Collection.

CONSENT ITEM

RECOMMENDATION:

It is recommended that the Board approve the ranking for Request for Proposal 24-12 for Cibolo Creek Middle School Library Book Collection as presented in the attachments and delegate the authority to the Superintendent or his designee to execute all contracts and related documents necessary to complete any related purchases.

IMPACT/RATIONALE:

Allows the District to purchase goods and services in accordance with Section 44.031 of the Texas Education Code.

This item is for the purchase of the Library Book Collection for Cibolo Creek Middle School including books and digital material. The cost proposal includes the purchase of both print and digital books, the shipping and delivery of all materials, barcoding of all books, the inventory and cataloging of all books into the JISD library inventory system, shelving of all books, and the disposal and removal of all trash and shipping materials. The proposal provides for full installation of all components allowing campus staff to focus on preparations for student arrival. The proposed vendor also provides the district with the ability to review all book recommendations and suggest or request substitutes to meet specified campus and district needs.

Expenditures will be made from Bond 2022 for a total a cost of \$149,948.16.

BOARD ACTION REQUESTED:

Approval/Disapproval



MEMORANDUM

January 15, 2025

To: Lacey Gosch, Assistant Superintendent of Support Services
From: Lynne Trevino, Director of Purchasing
RE: Request for Proposal (RFP) 24-12 Cibolo Creek Middle School Library Book Collection

This proposal was created on behalf of Cibolo Creek Middle School for the purchase of the library book collection. In accordance with state law, a notice was published in *The Hart Beat* on December 20 and December 27, 2024. Submittals were opened as they were received. The District has received a total of 3 responses.

Vendor	Points	Price
Rainbow Book	94	\$149,948.16
Mackin Book	91	\$165,911.41
Follett Content	89	\$175,145.43

Evaluations were completed based on criteria identified in the Request for Proposal, which required vendors to submit various documents as a part of their packet. The review included making sure that the goods offered for sale complied with established standards and were compatible with the needs of the District.

It is recommended that the Board of Trustees approve the ranking for RFP 24-12 for Cibolo Creek Middle School Library Book Collection as presented in the attachment and delegate the authority to the Superintendent or her designee to execute all contracts and related documents necessary to complete any related purchases.

This item is being presented for the purchase of the Library Book Collection for Cibolo Creek Middle School including books and digital material.

Expenditures may be made from all Bond 2022 at a total cost of \$149,948.16.

All board members, employees and agents involved in the planning, recommending, selecting or contracting of a vendor are reminded of the conflict-of-interest reporting requirements as mandated in Chapter 176 of the Local Government Code. A copy of Form CIS has been included as an additional attachment. In the event that a conflict exists, the form should be completed and submitted to the Purchasing Department not later than the 7th day after the conflict is identified. Once a recommendation to make the purchase was established, the prospective vendor was requested to complete a Texas Ethics Commission Form 1295. This requirement became effective on January 1, 2016 and is related to the passage of House Bill 1295 which is now incorporated into the Texas Government Code 2252.908. The form is attached and identifies all interested parties associated with the vendor as it relates to this procurement. Upon approval by the Board of Trustees and issuance of a district purchase order, the form will be posted on the Texas Ethics Commission's website as required by statute.

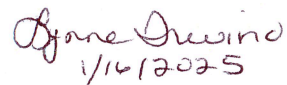


TABULATION SUMMARY			
Vendor	Rainbow Book Company	Follett Content Solutions LLC	Mackin Book Company dba Mackin Educational Resources
1) Purchase Price (30 Points)	\$149,948.16	\$175,145.43	\$165,911.41
Point Value	30	26	27
2) Reputation of Vendor and Vendor's Goods or Services (15 Points)	14	15	15
3) Quality of Vendor's Goods or Services (20 Point)	20	20	20
4) Extent to which the Vendor's Goods or Services Meets the District's Needs (20 Points)	20	18	19
5) Vendor's Past Relationship with the District (5 Points)	5	5	5
6) Ability for the District to Comply With Rules Related to Historically Underutilized Businesses (5 Points)	0	0	0
7) Total Long-term Cost to the District to Acquire the Vendor's Goods or Services (0 Points)	0	0	0
8) Principal Place of Business (0 Points)	0	0	0
9) Other Relevant Factor: Quality and Completeness of Proposal (5 Points)	5	5	5
TOTAL	94	89	91
RANK	1	3	2

DEPARTMENT RECOMMENDATION

I have reviewed the submittals for this offering and recommend the following vendor(s) for award

Rainbow Book Company

Dr. Lacey Gosch Assistant Superintendent of Support Services 	Lynne Trevino Director of Purchasing 
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LOCAL GOVERNMENT OFFICER CONFLICTS DISCLOSURE STATEMENT

FORM CIS

(Instructions for completing and filing this form are provided on the next page.)

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This is the notice to the appropriate local governmental entity that the following local government officer has become aware of facts that require the officer to file this statement in accordance with Chapter 176, Local Government Code.

OFFICE USE ONLY

Date Received

1 Name of Local Government Officer

2 Office Held

3 Name of vendor described by Sections 176.001(7) and 176.003(a), Local Government Code

4 Description of the nature and extent of employment or other business relationship with vendor named in item 3

5 List gifts accepted by the local government officer and any family member, if aggregate value of the gifts accepted from vendor named in item 3 exceeds \$100 during the 12-month period described by Section 176.003(a)(2)(B).

Date Gift Accepted _____ Description of Gift _____

Date Gift Accepted _____ Description of Gift _____

Date Gift Accepted _____ Description of Gift _____

(attach additional forms as necessary)

6 AFFIDAVIT

I swear under penalty of perjury that the above statement is true and correct. I acknowledge that the disclosure applies to each family member (as defined by Section 176.001(2), Local Government Code) of this local government officer. I also acknowledge that this statement covers the 12-month period described by Section 176.003(a)(2)(B), Local Government Code.

Signature of Local Government Officer

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said _____, this the _____ day
of _____, 20 _____, to certify which, witness my hand and seal of office.

Signature of officer administering oath

Printed name of officer administering oath

Title of officer administering oath

LOCAL GOVERNMENT OFFICER CONFLICTS DISCLOSURE STATEMENT

Section 176.003 of the Local Government Code requires certain local government officers to file this form. A "local government officer" is defined as a member of the governing body of a local governmental entity; a director, superintendent, administrator, president, or other person designated as the executive officer of a local governmental entity; or an agent of a local governmental entity who exercises discretion in the planning, recommending, selecting, or contracting of a vendor. This form is required to be filed with the records administrator of the local governmental entity not later than 5 p.m. on the seventh business day after the date on which the officer becomes aware of the facts that require the filing of this statement.

A local government officer commits an offense if the officer knowingly violates Section 176.003, Local Government Code. An offense under this section is a misdemeanor.

Please refer to chapter 176 of the Local Government Code for detailed information regarding the requirement to file this form.

INSTRUCTIONS FOR COMPLETING THIS FORM

The following numbers correspond to the numbered boxes on the other side.

- 1. Name of Local Government Officer.** Enter the name of the local government officer filing this statement.
- 2. Office Held.** Enter the name of the office held by the local government officer filing this statement.
- 3. Name of vendor described by Sections 176.001(7) and 176.003(a), Local Government Code.** Enter the name of the vendor described by Section 176.001(7), Local Government Code, with whom the officer has an employment or other business relationship as described by Section 176.003(a)(2)(A), Local Government Code.
- 4. Description of the nature and extent of employment or business relationship with vendor named in item 3.** Describe the nature and extent of the employment or other business relationship with the vendor in item 3 as described by Section 176.003(a)(2)(A), Local Government Code.
- 5. List gifts accepted, if the aggregate value of the gifts accepted from vendor named in item 3 exceeds \$100.** List gifts accepted during the 12-month period (described by Section 176.003(a)(2)(B), Local Government Code) by the local government officer or family member of the officer from the vendor named in item 3 that in the aggregate exceed \$100 in value.
- 6. Affidavit.** Signature of local government officer.