



Consent Item

Date: April 14, 2025

Division: Finance

Subject: RFP #3302-25 Apparel, Accessories and Other Related Products and Services

Background Information:

- This recommendation is for Request for Proposal (RFP) #3302-25 Apparel, Accessories and Other Related Products and Services.
- The related products and services will help support both campus and department procurement needs for items such as, but not limited to, t-shirts, tanks/sleeveless shirts, polos/knits, sweatshirts, hoodies, jackets, shorts, pants, headwear, bags, band uniforms, band uniform lifecycle replacements, color guard uniforms, formal wear, cheerleading uniforms, drill team uniforms, dancewear, maintenance uniforms, food service uniforms, security uniforms, and other apparel and accessory related products and services.
- The request for proposal is a catalog discount solicitation. If awarded, the recommended vendors may provide additional discounts for large-quantity orders and offer a broad foundation of products and services to allow for flexibility for all LISD campuses, departments, and programs that utilize local, state, federal, and grant funds.
- To provide additional support for campuses and departments, a supplemental Apparel, Accessories, and Other Related Products and Services Cooperative Contract(s) is also being brought forth for consideration of approval at the April 14, 2025, Board of Trustees meeting.
- Awarding multiple vendors will provide the District campuses and departments with access to a wide range of vendors, products, services, and pricing to help provide the best value.
- Best value involves considering several factors which may include but are not limited to price, quality, availability, delivery timing, support, and other relevant factors.

Administrative Consideration:

- Eight-hundred fifty-seven email notifications were sent, and sixty-four proposals were received.
- Funds for these products and services will come from the general operating, state, local, federal, and grant funds.
- Previous annual expenditures in this commodity:
 - 2024–2025: \$940,917
- Estimated annual expenditures in this commodity: \$970,000 but will not exceed the approved budgets.

- This procurement complies with LISD Board Policy, Section 44.031 of the Texas Education Code, and other applicable state and local procurement laws.

Recommendations:

- That the Lewisville ISD Board of Trustees approves RFP #3302-25 Apparel, Accessories and Other Related Products and Services, the recommended vendors, and estimated annual expenditures for two years.

Timeline/Report:

- Term: April 2025 – April 2027