

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approves a contract for furniture from Facilitatech dba Business Interiors, GL Seaman & Company, Wilson Bauhaus Interiors, Plano Office Supply, Indeco Sales, Blue Box LLC, Library Interiors of Texas LLC, and Lakeshore Learning Materials, LLC on behalf of the District and members of the Collin County Governmental Purchaser's Forum.

BACKGROUND

The Collin College Purchasing Department issued a Request for Proposal Number FY2024-RFP-003 to procure furniture items and services on behalf of the District and Collin County Governmental Purchaser's Forum members.

Eight responses were received and evaluated by the District's Purchasing Department staff and representative members of the Collin County Governmental Purchaser's Forum. The proposals submitted by Facilitatech dba Business Interiors, GL Seaman & Company, Wilson Bauhaus Interiors, Plano Office Supply, Indeco Sales, Blue Box LLC, Library Interiors of Texas LLC, and Lakeshore Learning Materials, LLC were determined to be responsible and responsive to all solicitation requirements while providing the best value.

IMPACT OF THIS ACTION

The contract provides substantial cost savings for participating members. It fulfills the District's furniture and installation requirements with products from suppliers with proven backgrounds providing quality and reliable goods and services. This contract procures furniture items and services for annual operational needs and furnishes new campuses and buildings.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchase request is for spend authorization of \$5,000,000 for five years and is budgeted in various departments' FY24 operating and subsequent years' budgets, subject to Board approval. The previous five-year contract spend was approximately \$5,000,000. The Producer Price Index for commercial furniture has seen a 33% increase since the last contract awarded in 2019.

MONITORING AND REPORTING TIMELINE

The contract term is February 1, 2024 through January 31, 2029.

RESOURCE PERSONNEL

Melissa Irby, Chief Financial Officer
972-758-3831