

Purchase Request # 1
Regular Board Meeting December 12, 2017
Consideration of Approval to Purchase Fitness Equipment

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approve the purchase of fitness equipment from Life Fitness and Team Marathon Fitness for the Physical Education department.

BACKGROUND

Reference number (REF) 3331 was issued to track the volume of spend for fitness equipment. Tracking of spend volume is accomplished through the Purchasing Department's eProcurement system. The system is set to automatically notify the contract owner when 85% of the approved expenditure is reached, which triggers the contract owner to analyze current and future spend.

Life Fitness has a contract through the National Joint Powers Alliance cooperative purchasing program to provide fitness equipment, Contract Number 120215, and is in compliance 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.

Team Marathon Fitness has a contract through the BuyBoard cooperative purchasing program to provide fitness equipment, Contract Number 502-16, and is in compliance 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

The fitness equipment is used in campus fitness centers by students and employees to maintain personal fitness.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization for \$75,000 which is budgeted in the Physical Education departments' 2017-2018 operating budget and in accordance with Board Policy CF (Local) and Texas Education Code Section 44.031.

MONITORING AND REPORTING TIMELINE

The term of contract is effective through August 31, 2018.

RESOURCE PERSONNEL

Ken Lynn

Chief Financial Officer

972-758-3831