

**ROBSTOWN INDEPENDENT SCHOOL DISTRICT
AGENDA ACTION SHEET**

Date: November 7, 2022

Subject: **DISCUSS AND CONSIDER AWARDING OF RFP#23-0003 FOR FLEET VEHICLES**

Administrator Responsible: Vanessa R. Riggs

Position: Chief Financial Officer

A. Purpose of Agenda Item:

Information Only Action Needed

B. Authority for this Action:

Local Policy _____ Law or Rule CH Local _____

C. Strategic Objective, Goal, or Need Addressed:

The goal is to award the proposal to selected vendor.

D. Summary:

On October 20, 2022 the District issued a Request for Proposals (RFP) for fleet vehicles. The RFP was advertised in the Corpus Christi Caller Times on October 20, 2022 and October 27, 2022. Bids were due to the district by 3 pm on Thursday, November 3, 2022. The District requested proposals for trucks, SUVs and a cargo van.

The district received one (1) proposal from the following vendor: **Ford of Boerne**. A scoring committee reviewed the proposals based on price, the vendor's ability to meet district needs, quality of the vendor's goods / services, and proposal packet. Ford of Boerne only submitted a proposal for trucks – specifically a 2022 F-150. After careful consideration, the scoring committee recommends the vendor be awarded the bid for fleet trucks.

E. Alternatives Considered:

F. Comments Received:

G. Administrative Recommendation:

H. Fiscal Impact and Cost: Up \$77,000

I. Monitoring and Reporting Time-Line: FY 2022-2023