

**Purchase Request #11
Regular Board Meeting March 22, 2016
Consideration of Approval to Renew
Annual Contract for Classroom Lecterns**

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approve a renewal of the contract for classroom lecterns from ACP Direct.

BACKGROUND

Reference Number 3676 was issued to procure classroom lecterns on behalf of the District. The Board approved the original contract with ACP Direct in April 2014.

ACP Direct has a contract through the Texas Local Government Statewide Purchasing Cooperative (BuyBoard), Reference #1831, and is in compliance with the competitive procurement requirements as permitted through Section 791.011 of the Texas Government Code.

IMPACT OF THIS ACTION

This contract provides the District with classroom lecterns that house full media solutions for use by the instructors in the classrooms. The lectern houses the computer, control system, telephone and auxiliary inputs to control and manage the projections and sound system in the classroom.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure for this request is \$50,000.00. This expenditure will be funded by the District's Media Services 2015-2016 operating budget and subsequent year's budget, subject to Board approval.

MONITORING AND REPORTING TIMELINE

The term of contract will be April 23, 2016 through August 31, 2017.

RESOURCE PERSONNEL

Ken Lynn	Acting VP of Administrative Services/CFO	972-758-3831
Shane Ammons	Executive Director, ATNS	972-881-5769
Cindy L. White, CPPO, CPPB	Director of Purchasing	972-758-3871