



Consent Item

Date: October 20, 2025

Division: Finance

Subject: RFP #F1085-25 Warehouse Equipment, Repairs, Planned Maintenance, and Other Related Products and Services

Background Information:

- This recommendation is a new request for proposal (RFP) to help meet the needs of the Child Nutrition Department and various district departments to ensure warehouse operations utilize safe and reliable equipment, receive timely repair service, and preventative maintenance.
- The recommended vendors provide products and services, such as but not limited to, forklifts, pallet jacks, shelving, safety inspections, and preventative and repair maintenance.
- Access to additional vendors helps provide the District with a wide range of vendors, products, services, and competitive pricing in support of achieving 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.
- New district-wide initiatives or refreshes are not included in this recommendation. Any related procurements will be brought separately to the Lewisville ISD Board of Trustees for consideration.

Administrative Consideration:

- One thousand one hundred two notifications were sent, and five proposals were received.
- Funds for these products and services will come from the Child Nutrition Department, Facility Services Department, and campus budgets.
- Previous annual expenditures in this commodity:
 - 2024–2025: \$5,065
- Forecasting the annual expenses for this commodity is difficult to propose, as these products and services are historically for unanticipated needs. Since the possibility exists that the \$50,000 threshold for Board approval could be exceeded, the administration is recommending approval for these products and services.
- This procurement complies with Lewisville ISD Board Policy, Section 44.031 of the Texas Education Code, and applicable state, local, and federal procurement laws.

Recommendations:

- That the Lewisville ISD Board of Trustees approves RFP #F1085-25 Warehouse Equipment, Repairs, Planned Maintenance, and Other Related Products and Services, the anticipated expenditures, and the recommended vendors for twenty-four months.

Timeline/Report:

- Term: October 2025 – October 2027