

Denton Independent School District
CSP# 160713 Courier Service Renewal
April 14, 2020

SUMMARY:

This item requests approval to extend the CSP #160713 Courier Service award to Stem & Stem Courier for a term of two (2) years beginning July 1, 2020 through June 30, 2022.

BOARD GOAL:

Growth & Management - demonstrate effective and efficient management of district resources

PREVIOUS BOARD ACTION:

CSP #160713 Courier Service was awarded to Stem & Stem Courier for a term of two years with the option of two (2) two-year renewal terms on July 26, 2016. The first optional renewal term of two (2) years was approved by the Board of Trustees on July 24, 2018.

BACKGROUND INFORMATION:

The District's current contract expires on June 30, 2020.

SIGNIFICANT ISSUES:

The service allows for depository and non-depository related pickups and deliveries from District and non-district locations on an as needed basis. The per pick-up cost remains the same at \$6.25 as well as the on-call pick-up rate of \$20.00.

FISCAL IMPLICATIONS:

The cost of courier service for the District's 45 locations scheduled pick-ups is \$47,462.50. The on-call pick-up cost is approximated at \$1,460.00 annually. The estimated combined total is \$48,922.50. The cost will be shared between the general fund and the child nutrition fund.

BENEFIT OF ACTION:

The approval of this extension will allow Finance and Child Nutrition to work with the Courier and campus locations to get the processes and routes established before the first day of school.

SUPERINTENDENT'S RECOMMENDATION:

It is recommended that the CSP #160713 Courier Service award to Stem & Stem Courier for a term of two (2) years beginning July 1, 2020 through June 30, 2022 be approved.

STAFF PERSONS RESPONSIBLE:

Scott Niven, Chief Financial Officer
Vicki Garcia, Executive Director of Financial Operations
Chris Bomberger, Executive Director of Child Nutrition, Risk Management and Benefits
Julie Simpson, Director of Finance
Dianna Casper, Director of Purchasing
Cassandra Kay, Senior Buyer

ATTACHMENTS:

None

APPROVAL:

Signature of Staff Member Proposing Recommendation: _____

Signature of Divisional Assistant Superintendent: _____

Signature of Superintendent: _____