

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approve the purchase of signage from Takeform for the District.

BACKGROUND

Signage includes directional and wayfinding signage, as well as classroom emergency contact signage. The district-wide safety signage project is an important component of the district's safety response plan and makes up the largest portion of the expenditure for signage. Information on these signs will provide contact information for students, staff, faculty and the general public to obtain help during critical situations and location information for first responders to identify and direct the appropriate resources in dealing with these critical situations.

Takeform has a contract through the TXMAS cooperative purchasing program to provide signage, Contract Number TXMAS-6-78020, 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

With the ever changing landscape of the campuses, directional signage is needed on a regular basis. The safety signage project will provide faster response times and resource allocations to meet emergency situations throughout the district by first responders.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization for \$95,000.00 which is budgeted in the Facility Plant Operations' FY18 operating budget for the products and services described and in accordance with Board Policy CF (Local) and Texas Education Code Section 44.031.

RESOURCE PERSONNEL

Ken Lynn

Chief Financial Officer

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