

Denton Independent School District
RFP# 1811-16 Furniture – School and Office
December 11, 2018

SUMMARY:

This item requests approval of RFP# 1811-16 “Furniture – School and Office” to provide a catalog of approved furniture vendors for District needs as they arise.

BOARD GOAL:

VI. Growth, Change & Fiscal Responsibility...demonstrate effective and efficient management of District resources.

PREVIOUS BOARD ACTION:

The previous proposal (RFP 161209) was awarded on January 10, 2017 and extended for one additional year on December 12, 2017.

BACKGROUND INFORMATION:

This proposal was issued on October 21, 2018. One hundred and five (105) vendors were notified. Twenty-seven (27) responses were received on November 14, 2018. All responding vendors were evaluated based upon the published evaluation criteria within the RFP document. This proposal establishes a preferred vendor list to be used to purchase furniture for our schools and offices. This proposal is EDGAR compliant for purchases using a federal funding source.

SIGNIFICANT ISSUES:

The District has a wide range of furniture needs. These needs range from standard classroom, early childhood, library, CTE, special education, cafeteria, office and collaborative spaces. As the District continues to grow the need for new and innovative furniture will continue to grow. All purchases; whether for additional classroom space or replacement of existing furniture, will be on a “as needed” basis.

FISCAL IMPLICATIONS:

The cost will be borne by a variety of funds. New campus location needs will be borne by bond funds. Other funds that may be used include, but not limited to, general, campus and student activity funds.

BENEFIT OF ACTION:

Passage will allow the District to build its base of furniture vendors to provide for current and future needs.

SUPERINTENDENT’S RECOMMENDATION:

It is recommended that the proposal be awarded to all responding vendors that submitted a complete RFP response and met the evaluation criteria. This award is for a term beginning the date of award through November 30, 2019. Upon governing body approval; the option to renew for one additional one-year term would extend the award through November 30, 2020.

STAFF PERSONS RESPONSIBLE:

Debbie Monschke, Assistant Superintendent of Administrative Services
Vicki Garcia, Executive Director of Financial Operations
Dianna Casper, Director of Purchasing
Cheryl Farmer, Senior Buyer

ATTACHMENT:

RFP# 1811-16 Furniture – School and Office Vendor List

APPROVAL:

Signature of Staff Member Proposing Recommendation: _____

Signature of Divisional Assistant Superintendent: _____

Signature of Superintendent: _____