

Cedar Hill Independent School District

BOARD OF TRUSTEES

Meeting Date: February 11, 2008

Presented by: Mr. Horace Williams, Superintendent of Schools

Subject: Approve F F & E for Government Center

Action Items

BACKGROUND INFORMATION:

CHISD requested quotes from Plano Office Furniture and Business Interiors from TXMAS (State Purchasing Contract) for various office furniture items for Government Center. The spreadsheet shows the basic furniture in each office area. CHISD will purchase Modular Office from Business Interiors from TXMAS contract along with City of Cedar Hill and all other office furniture from Plano Office Furniture.

Staff also requested quote for special items for Technology Office from Bench Depot, Biz Chair and Shelving Direct and will purchase from the same.

RECOMMENDATION:

Staff makes recommendation to make purchases for furniture for Government Center as follows:

Office Modular Units:	Business Interiors Express
Office furniture:	Plano Office Supply
Bench Depot:	Work Benches and bins
Biz Chair:	Work stools
Shelving Direct:	Shelving for the storage room

BOARD ACTION REQUIRED:

Motion to approve purchase of furniture for Government Center from Business Interiors, Plano Office Supply, Bench Depot, Biz Chair and Shelving Direct as recommended by staff.

POLICY AUTHORIZATION:

PURCHASING – CH - LEGAL

CONTACT PERSON(S):

Jayshree Mehta

FUNDING SOURCE:

Capital Project funds and CHISD discretionary funds with City of Cedar Hill

ENCLOSURES:

Under separate covers