



Consent Item

Date: February 10, 2025

Division: Finance

Subject: RFP #F1072C-23 Instructional Materials, Teaching Aids, Supplies, Software, Equipment, and Other Related Products and Services

Background Information:

- The Board of Trustees awarded RFP #F1072-23 Instructional Materials, Teaching Aids, Supplies, Software, Equipment, and Other Related Products and Services on January 9, 2024, supplemental bid RFP #F1072A-23 on August 12, 2024, and supplemental bid RFP #F1072B-23 on November 11, 2024.
- RFP #F1072C-23 is a new iteration supplemental bid to help meet the needs of the campuses and various departments and will run coterminous with the related prior bid.
- If approved, this solicitation will help meet the campus and related department procurement needs for instructional products and services, including but not limited to general classroom supplies, online instructional subscriptions, software, and products and services designed to support learning in all core subject areas as well as language acquisition, Science, Technology, Engineering, and Math (STEM), Career and Technical Education (CTE), and any other miscellaneous classroom materials as needed district-wide for Pre-K – 12th grade.
- This request for proposal is a catalog discount solicitation. The recommended vendors may provide additional discounts for large-quantity orders. A broad foundation of products and services allows for flexibility within the different campuses, departments, and programs that utilize local, state, federal, and grant funds.
- Allowing for additional vendors, products, and services will help provide 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.
- Expenditures with federal funds still require a multi-step approval process that ensures federal compliance and adherence to local and state guidelines.

Administrative Consideration:

- The District notified four thousand two hundred fifty-six providers to participate in RFP #F1072C-23, and thirty-nine proposals were received.
- Funds for these purchases will come from campus, federal, and department budgets.
- Previous annual expenditures for this commodity:
 - 2024-2025: \$7,162,791

- Estimated annual expenditures in this commodity: \$7,200,000 but will not exceed the approved budgets.
- This procurement complies with Section 44.031 of the Texas Education Code, EDGAR 2 CFR 200 requirements, and other applicable procurement laws.

Recommendations:

- That the Lewisville ISD Board of Trustees approves RFP #F1072C-23 Instructional Materials, Teaching Aids, Supplies, Software, Equipment, and Other Related Products and Services, the estimated annual expenditures, and the recommended vendors for eleven months.

Timeline/Report:

- Term: February 2025 – January 2026