

Catalog Discount Proposal for Instructional Supplies, Equipment, Miscellaneous Furnishing and Related Supplies - CSP 150326

April 21, 2015

SUMMARY:

This item requests approval of CSP 150326 for Instructional Supplies, Equipment, Miscellaneous Furnishing and Related Supplies.

BOARD GOAL:

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

PREVIOUS BOARD ACTION:

The previous proposal was approved on April 9, 2013.

BACKGROUND INFORMATION:

This proposal establishes a preferred vendor list to be used to purchase Instructional Supplies, Equipment, Miscellaneous Furnishing and Related Supplies. The proposals have been reviewed by the Purchasing Department. A total of 214 proposals were submitted. The proposals submitted are all acceptable and meet the criteria. Quill submitted a letter of no bid.

A number of proposers participate in the TASB BuyBoard. When purchasing from these vendors, pricing will be compared and the best price will be used.

SIGNIFICANT ISSUES:

The district is a member of the Educational Purchasing Cooperative of North Texas (EPCNT). One part of the cooperative allows, upon agreement from the proposer, other member districts to purchase from this proposal in the same manner as Denton ISD. An Interlocal clause was added to the proposal specifications. The Tabulation indicated the proposers in agreement with the clause.

This proposal is scheduled for one term of two years through March 31, 2017 with an option to extend for one (1) additional year ending March 31, 2018, upon governing body approval.

FISCAL IMPLICATIONS:

The cost will be borne by the appropriate department or campus operating budget. This proposal will also be used to make purchases for upcoming bond projects.

BENEFIT OF ACTION:

Passage will give discount-off catalog pricing for these different areas, and assure that the district is in compliance with bid laws and local procedures.

SUPERINTENDENT'S RECOMMENDATION:

It is recommended that the proposal be accepted for a term of two years with the option, upon governing body approval, to extend the proposal for one additional year.

STAFF PERSONS RESPONSIBLE:

Debbie Monschke, Assistant Superintendent of Administrative Services
Kathy Arrington, Purchasing Agent
Cheryl Farmer, Assistant Purchasing Agent

ATTACHMENT:

Proposal Tabulation

APPROVAL:

Signature of Staff Member Proposing Recommendation: _____

Comments: _____

Signature of Divisional Assistant Superintendent: _____

Comments: _____

Signature of Superintendent: _____

Comments: _____