



MEMORANDUM

TO: Shawn Pratt, Superintendent

FROM: Laura Duree, Director of Purchasing

DATE: December 15, 2025

RE: RFP2025-10-649 Furniture

The above referenced solicitation was advertised on October 17, 2025, and October 24, 2025. Vendors were required to submit responses by November 14, 2025, at 2:00 P.M. to be considered for this board recommendation. Bid notifications were sent to all registered vendors with commodities regarding Furniture via the purchasing e-Bidding site.

Nineteen (19) proposals were submitted, opened and evaluated with the results detailed in the attached Evaluation Summary. It is recommended to award vendors in the attached Award Summary based on the best value to the district. Purchases are to be made on a "comparison basis" utilizing individual vendor rates and discounts. This will allow campuses and departments to determine the best value for purchases throughout the year.