

**Purchase Request #1  
Regular Board Meeting April 26, 2016  
Consideration of Approval for Contract  
for Krueger International Furniture**

**ADMINISTRATION RECOMMENDATION/REPORT**

The District President recommends the Board of Trustees approve a contract for purchase and installation of Krueger International furniture from Krueger International, Inc. (KI) and Installation Masters Group Inc., for the District.

**BACKGROUND**

The District has been standardized on KI Furniture for our classroom furniture requirements for over 9 years. They have routinely provided the District with high quality products and excellent customer service. Installation Masters Group is KI's authorized installation firm for the Dallas area.

An invitation to bid (ITB) Number 3943, was issued to procure KI Furniture and installation. One (1) response was received and evaluated by a team consisting of the Buyer and Director of Purchasing who determined the bid submitted by KI would provide the best value to the District. The bid submitted by KI Furniture was determined to be both responsible and responsive to all solicitation requirements.

**IMPACT OF THIS ACTION**

KI maintains a "punch out" site on the Districts' electronic Procurement system covering items routinely ordered by the District to facilitate the ordering process, as well as track expenditures. KI offers the District a substantial discount of 53% off list price and an authorized installation firm, Installation Masters Group, to handle all large deliveries and installations, including renovations and new construction orders.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The five (5) year estimated expenditure is \$1,225,000.00. This expenditure is funded by the District's 2015-2016 operating and construction budgets and subsequent year's budget, subject to Board approval.

**MONITORING AND REPORTING TIMELINE**

The term of contract will be five (5) years, beginning April 28, 2016 through April 27, 2021.

**ATTACHMENTS**

**RESOURCE PERSONNEL**

Ken Lynn	Acting VP of Administrative Services/CFO	972-758-3831
Cindy L. White, CPPO, CPPB	Director of Purchasing	972-758-3871