

# Board Information Item

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Information Packet	Board Agenda Information	Board Agenda Action	Board Agenda Consent
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
			12/16/2024

**Subject:** Approve Bid: General Services and Supplies

**Contact Person:** Derick Sibley, Chief Financial Officer

**Policy/Code:** CH(LEGAL); CH(LOCAL)

**Priority and Performance Objective:** Priority 4: Strong Financial Stewardship and Internal System Efficiency  
Objective 4.2: Effective and Efficient District Operations

**Summary:** The District issued an annual request for proposals (RFP) to establish a procurement contract with multiple vendors for various general services and supplies. The RFP creates an approved list of vendors that will give the District options and flexibility as specific needs arise. General services include, but are not limited to catering, building maintenance, moving, photography, staff and student development, and translation services. General supplies include, but are not limited to, building supplies (air filters, door parts, glass, paint, etc.), HVAC parts, landscaping supplies (mulch, seed, etc.), hand tools, instructional aids, and moving supplies (boxes, tape, etc.).

The RFP will remain open through June 1, 2025, and as new vendors submit proposals during the year, Purchasing will bring them for award.

The contracts will begin following Board award and expire June 30, 2029. Bid specifications include annual, automatic renewal options after the initial year, provided the District appropriates the funds for the supplies or service.

**Attachments:**

List of Recommended Vendors for General Services and Supplies

**Recommendation:**

The recommendation is for the Board of Trustees to award the proposal for general services and supplies to: Minuteman Press Grapevine (Freedom Printing LLC) and Texas Pro Refrigeration LLC.

**Bid Project: GENERAL SERVICES & SUPPLIES**

**Bid #: RFP 24-04-4**

**Effective Date: 12/17/24**

**Expiration Date: 06/30/29**

*\* Each campus or department is given the option to purchase from vendors on this list.  
It will be their responsibility to ensure the District is receiving the "best value" when making their purchase.*

**AUTO RENEWALS**

	<b>VENDOR</b>	<b>VENDOR</b>	<b>VENDOR</b>	<b>VENDOR</b>	<b>VENDOR</b>
Vendors:	Minuteman Press Grapevine (Freedom Printing LLC)	Texas Pro Refrigeration LLC			
	1679 W. Northwest Hwy Grapevine, TX 76051	7621 Blue Carriage Lane Ft. Worth, TX 76120			
Phone #:	(817) 410-4199	(469) 618-6979			
Account Rep:	Aaron Simmons grapevine@minutemanpress.com	Fernando Hernandez fernandohrodriguez@gmail.com			
Description of Service:	<b>Requested by Swim Center/Athletics</b> General printing services, including certificates, signs, stickers, letterheads, programs, window graphics, folders, etc.	HVAC/R services; specializing in comfort cooling and food service coolers and equipment.			
<b>EPCNT:</b>	<b>Yes</b>	<b>No</b>			
Accept Purchase Orders:	<b>Yes</b>	<b>Yes</b>			
Discount:	<p><b>See Vendor Response for pricing based on: equipment model, manufacturer, training/presentation program and length, needed services, etc. Vendor Response can be found under Awarded Vendors in the District eBid System. A link is provided on the Purchasing webpage under: GCISD/Cooperative Approved Vendors, Active GCISD Contracts</b></p>				
Delivery Fee:					
Hourly Rate:					
After Hours Rate:					
Oral Interpretation Rate:					
Written Interpretation Rate:					
Other Interpretation Rate:					