



Consent Item

Date: January 13, 2025

Division: Finance

Subject: Printing - General and Custom – Cooperative Contract(s)

Background Information:

- This recommendation is to provide additional procurement options for campuses and departments for Printing - General and Custom, utilizing LISD-eligible cooperative contracts.
- If approved, the use of LISD-eligible cooperative contracts would help supplement LISD RFP #F1067-23 Printing - General and Custom and support LISD campuses and departments with additional printing products and services that include, but are not limited to:
 - Business Cards
 - Admit Slips
 - Labels
 - Workbooks/Planners
 - Custom Notepads
 - 3-Part Forms
 - Posters
 - Postcards
 - Graduation Programs
 - Envelopes
- Vendors awarded through a cooperative contract have already undergone a competitive procurement process that complies with local, state, and federal procurement laws.
- Approval by the Lewisville ISD Board of Trustees will help provide campuses and departments flexibility with a larger pool of vendors, products, services, and pricing to assist in determining the best value for district purchases.
- Best value involves consideration of multiple factors, which may include but are not limited to price, quality, availability, delivery timing, support, and other related relevant factors.

Administrative Consideration:

- Funds for these purchases come from previously approved budgets, including campus and department budgets, bond funds, federal funds, activity funds, and other available funds.
- Previous annual expenditures in this commodity:
 - 2023-2024: \$301,740
- Estimated annual expenditures: \$310,000 but not to exceed the approved budgets.
- Information on cooperative interlocal purchasing agreements is brought to the Board of Trustees on an annual basis.
- This procurement complies with LISD Board Policy, Section 44.031 of the Texas Education Code, EDGAR 2 CFR 200, and other applicable procurement laws.

Recommendations:

- That the Lewisville ISD Board of Trustees approves the use of LISD-eligible cooperative contracts for Printing - General and Custom, the associated awarded vendors, and the estimated expenditures for one year.

Timeline/Report:

- Term: January 2025 – January 2026