



BOARD OF SCHOOL TRUSTEES

**KELLER INDEPENDENT SCHOOL DISTRICT**

**3B. Action**

**Date: November 22, 2004**

**SUBJECT: APPROVAL OF BIDS**

**BOARD GOAL: Budget and Finance**

**FISCAL NOTE: Budgeted in General Fund**

**Background Information:**

Bulk Mailing Service is requested for the 2004-2005 school year.

- This service will enable and streamline the mailing efforts of the Communications Department to all of the Keller ISD taxpayercommunity instead of providing mailings only to the parents of our students. In addition, a list of registered voters will be included in this service as well. Important information such as bond brochures or pamphlets will be mailed using this service.

One Circulating Convection Steam Oven is requested for Keller High School.

- This circulating convection steam oven is requested to replace a broken steam oven which has been repaired numerous times. It was not cost effective to repair this broken oven any longer.

Bid tabulations are attached for your review.

**Administrative Considerations:**

- The Purchasing Department along with the Communications Department recommend award for Bulk Mailing Service to Bob Ash and Company, Inc.
- The Purchasing Department along with the Child Nutrition Department recommend award for the unit at Keller High to Texas Food Service Equipment, one of the distributors for the factory representative. The recommendation for a ny additional units for purchase would be awarded toStrategic Equipment.

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**The administration recommends that the Board of School Trustees approve the bids as presented.**

Respectfully submitted,

Denise Kern  
Director of Purchasing