



Consent Item

Date: November 11, 2024

Division: Finance

Subject: RFP #F1079-24 Furniture and Other Related Products and Services

Background Information:

- The request for proposals helps support a wide variety of furniture needs throughout the district. Furniture items characteristically requested by the campuses and departments are student desks and chairs, computer tables, cafeteria tables, teacher lecterns, folding chairs, teacher and staff desks, filing cabinets, and conference tables.
- While the recommended vendors support a large portion of the school and department requests, the list is not all-encompassing, and the Procurement & Contracts Department is bringing an additional Furniture – Cooperative Contract(s) agenda item under a separate cover for consideration of approval this month.
- Awarding to multiple vendors allows the campuses and departments to request multiple quotes for products and services to help determine the best value. Multiple vendors do not obligate the district to make purchases.
- Bond Funds will be utilized for furniture replacements at schools listed in the 2017, 2023, and 2024 Bond Propositions. This includes classroom furniture, library furniture, cafeteria furniture, collaboration spaces, and potential office/miscellaneous furniture. Department, campus budgets, and land sale funds can also be utilized to purchase miscellaneous furniture throughout the year.

Administrative Consideration:

- Three hundred fifty-one proposal notifications were sent, and nineteen responses were received.
- Funds for these purchases come from campus and department budgets, bond funds, and activity funds.
- Previous annual expenditures in this commodity:
 - 2023-2024: \$20,601,029
 - Bond Funds: \$20,354,977
 - Non-Bond Funds: \$246,052
 - Funds were used for furniture replacements at the 18 campuses identified in the 2017 and 2023 Bond Propositions.
- Estimated annual expenditures in this commodity: \$27,000,000 but will not exceed the approved budgets.

- Bond Funds: \$26,500,000
- Non-Bond Funds: \$500,000
- Furniture items are awarded by line item as well as catalog discount.
- This procurement complies with Section 44.031 of the Texas Education Code.

Recommendations:

- That the Lewisville ISD Board of Trustees approves RFP #F1079-24 Furniture and Other Related Products and Services, the associated recommended vendors, and the estimated annual expenditures for two years.

Timeline/Report:

- Term: November 2024 – November 2026