



Gregory-Portland Independent School District

BOARD MEMORANDUM

TO: DR. MICHELLE CAVAZOS

FROM: CHRIS CASAREZ/MICHAEL THIEME

CC: BOARD OF TRUSTEES
DR. ISMAEL GONZALEZ III
DEBORAH GARZA
DR. MICHAEL NORRIS
PENNY ARMSTRONG
BRITTNEY SOLIZ SANDOVAL

DATE: MONDAY OCTOBER 20, 2025

SUBJECT: Discuss and Take Possible Action on A Contract the Utilization of Approved Cooperative Vendors for Operations & Family Resource Center Furniture.

PRIORITIES

PRIORITY 1: EXCEPTIONAL STUDENT PERFORMANCE

1.4 Annually Increase Student Engagement for all Students and all Student Groups

PRIORITY 2: HIGH PERFORMING AND ENGAGED WORKFORCE

2.1 Annually Increase the Percentage of Staff Satisfaction

PRIORITY 3: QUALITY SERVICE AND IMPACTFUL COMMUNITY ENGAGEMENT

N/A

PRIORITY 4: EFFICIENT AND EFFECTIVE DISTRICT AND CAMPUS OPERATIONS

4.3 Ensure Strategic Alignment of Resources

BACKGROUND INFORMATION:

The District is seeking to furnish the new Operations & Family Resource Center with new furniture. The Purchasing Coordinator met with the Assistant Superintendent to narrow down the list of qualified furniture vendors to invite to a District Showcase and presentation before a committee of

District Department Leaders that will be housed in the new facility. Three reputable furniture vendors were contacted and invited to participate in a Pre-Bid conference, site walk and present at the furniture showcase. The showcase included a presentation, design layout, a preliminary budget, and a Q&A from the committee. An 8-person committee was formed and conducted evaluations of each of the three vendors, their designs, furniture and budget. After the preliminary showcase 10/1, revisions to the design are to be completed to the selected design and sent back to the top scoring vendor 10/7. A finalized proposal will be sent back to the committee and then submitted for Administration approval. The Committee will bring the recommended quote to the Board meeting on 10/20 for approval.

Vendors were required to submit Cooperative Contract pricing and took on the responsibility of design, at no charge to the district, with the understanding that they were not guaranteed to receive any work.

The committee consists of:

Michael Thieme, Executive Director for Safety & Operations

Lee Roy Gonzalez, Maintenance Director

Crystal Tyler, Transportation Director

Sharon Reckaway, Director of Family Engagement

Alton Alexander, Construction Manager

Kyle Jones, Technology Director

Chris Casarez, Purchasing Coordinator

Diana Robles, Project Manager Proceedeo

Showcase Vendors:

A. Bargas & Associates

Coastal Office Solutions

PPG Furnishings

RECOMMENDATION:

To award the Highest Scoring Furniture Vendor to design and furnish the New Operations & Family Resource Center.

FINANCIAL IMPACT:

A Budget not to exceed \$1,000,000 was approved from the Furniture, Fixtures & Equipment (FF&E) portion of the Bond 2023 Operations & Family Resource Center. We expected the updated version of the quote not to exceed \$650,000.

BOARD RELATED POLICY:

CH (LEGAL)

CH (LOCAL)

CS (LEGAL)

ACTION ITEM SUGGESTED MOTION (if applicable):

The School Board accepts the Committee's recommendation to award _____ to design and furnish the Operations & Family Resource Center with a Budget not to exceed \$_____.