

Denton Independent School District

RFP #2105-10 Local Retail

June 8, 2021

SUMMARY:

This item requests approval of RFP #2105-10 Local Retail.

BOARD GOAL:

Growth & Management - Demonstrate effective and efficient management of district resources

PREVIOUS BOARD ACTION:

None

BACKGROUND INFORMATION:

This proposal was issued on April 3, 2021. One thousand, nine hundred and twenty-nine (1929) vendors were notified of this proposal. Responses were received from forty-one (41) vendors on May 5, 2021. Four (4) responses do not qualify based on the scope of the Request for Proposal. Three (3) did not qualify based on the location of the business, and one (1) did not qualify based upon the type of business. This proposal establishes an approved list of vendors to be used to purchase various commodities from local retail vendors. This proposal is EDGAR compliant for purchases using a federal funding source.

SIGNIFICANT ISSUES:

The District has a wide range of needs for various commodities from local retail vendors. All purchases will be made on an “as needed” basis.

FISCAL IMPLICATIONS:

The cost will be borne by the appropriate department or campus fund.

BENEFIT OF ACTION:

Passage will allow the District to build its base of vendors who can provide various commodities from local retail shops for current and future needs.

SUPERINTENDENT’S RECOMMENDATION:

It is recommended that the proposal be awarded to all responding vendors that submitted a complete RFP response and met the scope of the RFP. The term of this contract, upon governing body approval, shall be for a period from date of award through June 30, 2024, with an option to auto-renew for two (2) one-year extensions. The final expiration date would be June 30, 2026.

STAFF PERSONS RESPONSIBLE:

Dr. Scott Niven, Chief Financial Officer
Vicki Garcia, Executive Director of Financial Operations
Dianna Casper, Director of Purchasing
Barbara Hoyle, Senior Buyer

ATTACHMENT:

RFP #2105-10 Local Retail Vendor Tabulation

APPROVAL:

Signature of Staff Member Proposing Recommendation: _____

Signature of Divisional Assistant Superintendent: _____

Signature of Superintendent: _____