



ALVIN INDEPENDENT SCHOOL DISTRICT

Mickie Dietrich
Director of Purchasing
Paula Ursery
Bid Coordinator

November 16, 2015

TO: SUSAN WILSON, PAT MILLER

FROM: MICKIE DIETRICH

SUBJ: Request for Award of Proposal #1512GOE

This proposal was established to qualify approved vendors under the State Purchasing Guidelines CH Legal and Education Code 44.031(a) whereby school districts are required to utilize a competitive bidding method that provides the best value for the district when making purchases valued at \$50,000 or more in **the aggregate** for a 12 month period. To satisfy this State Law, Alvin ISD extended this proposal.

The proposal was extended based on prior year's usage, staff requests and vendor requests. Over 37 vendors were extended packets by mail, fax and email with 36 qualified responses; of those, 30 were invited and 6 vendors responded on their own with own with no invite. Additional information on the proposal was extended through the legal notice in our county newspaper, emails to budget managers as well as the District website to solicit participation in our bidding process. The proposal was monitored through our ION Wave Bidding Program for participation and final award.

As State Law requires aggregate purchases (an accumulation of yearly purchases) to be grouped into categories or commodities, the following were identified from annual reports. These total expenditures were reported from various approved vendors under proposal #1212GOE and were based off last year's expenditures.

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| GOE – General Operating Supplies (A-393-20) | \$ 21,601.36 |
| Event Center/Banquet Facilities (A-962-34) | \$ 915.00 |
| Graduation Supplies (A-578-45) | \$ 10,878.00 |
| Restaurants & Catering for Meetings & Events (A-393-09) | \$ 6,402.59 |
| M & O Awnings (A-870-20) | \$212,661.30 |
| M & O Refrigeration Equipment & Accessories (A-740-00) | \$ 24,397.40 |
| Publications/Newspapers/Advertising/Media Release A-915-71) | \$ 18,630.57 |
| Support Services Uniform Rental (A-954-00) | \$ 3,196.00 |
| Flowers, Plants & Gifts (A-393-05) | \$ 2,446.24 |
| Flags (A-350-10) | \$ 3,188.73 |

This total yearly expenditure is not guaranteed for the term of the contract to any one vendor as award is requested as a non-exclusive award contract. Some of the contract awarded vendors were also approved through state cooperatives.

The approved vendors from the above proposals mentioned were extended the electronic proposal to provide the new database information for the campuses. As we transition our proposals in Purchasing to an electronic bidding system and provide an electronic database for staff referencing of approved vendors, this proposal was extended with over 18 identified commodity sub-categories for vendors to provide discount pricing. The sub-categories were extended with commodity coding to provide for future yearly aggregate financial track-ability. The following categories were included on 1512 GOE CATALOG DISCOUNT PROPOSAL:

SECTION 1: GOE – GENERAL OPERATING SUPPLIES A-393-20:

This proposal covers all general operating supplies including but not limited to all items not otherwise classified under commodity code A-393-20.

SECTION 2: BOTTLED DRINKING WATER A-390-91:

This proposal covers all bottled water including but not limited to sparkling and spring drinking water and items associated with commodity code A-390-91.

SECTION 3: CATERING/GOE – RESTAURANTS & CATERING FOR MEETINGS & EVENTS A-393-09:

This proposal covers all restaurants & catering for meetings & events including but not limited to items associated with commodity code A-393-09.

SECTION 4: DRY CLEANING SERVICES A-954-20:

This proposal covers all dry cleaning services and items associated with commodity code A-954-20.

SECTION 5: EVENT CENTER/BANQUET FACILITIES A-962-34:

This proposal covers event center and banquet facility rentals including but not limited to facilities for meetings, student functions, proms/dances or special events not held on district property and items associated with commodity code A-962-34.

SECTION 6: M & O AWNINGS A-870-20

This proposal covers all M & O Awnings including but not limited to metal awnings and all items classified under commodity code A-870-20

SECTION 7: FOOD PREP AREAS; CATERING SUPPLIES/EQUIPMENT A-393-08:

This proposal covers all including but not limited to catering supplies/equipment, warmers, sterno items, utensils, and items associated with commodity code A-393-08.

SECTION 8: FOOD PREP AREAS; GROCERY & RETAIL A-393-07:

This proposal covers all including but not limited to grocery & retail stores, food items & accessories and items associated with commodity code A-393-07.

SECTION 9: FOOD PREP AREAS; SMALL WARES A-240-00:

This proposal covers all including but not limited to small wares, non-consumables, kitchen utensils, carts and items associated with commodity code A-240-00.

SECTION 10: GRADUATION SUPPLIES A-578-45

This proposal covers all including but not limited to any supplies needed for student graduation and associated with commodity code A-578-45.

SECTION 11: MEETING & EVENT SUPPLIES A-037-34:

This proposal covers all including but not limited to decorations, paper products, occasional items for meetings and student functions, proms/dances and items associated with commodity code A-137-34.

SECTION 12: PHOTO PROCESSING SERVICES A-915-72:

This proposal covers all photo processing services including but not limited to all items associated with commodity code A-915-72.

SECTION 13: PHOTOGRAPHY SERVICES A-962-02:

This proposal covers all photography services including but not limited to individual/group student and administrative photography and with commodity code A-962-02

SECTION 14: PRINTING SERVICES – NEWSPRINT A-966-17:

This proposal covers all newsprint printing services including but not limited to all items associated with commodity code A-966-17.

SECTION 15: PRINTING SERVICES – OUTSIDE A-966-18:

This proposal covers all outside printing services including but not limited to printing, duplicating, graphic design and all items associated with commodity code A-966-18.

SECTION 16: PUBLICATIONS/NEWSPAPERS/ADVERTISING/MEDIA RELEASE A-915-71

This proposal covers all publications, including but not limited to districtwide newspaper entries, advertisements and media release and all items associated with commodity code A-915-71.

SECTION 17: MAILING SERVICES A-962-64:

This proposal covers the mailing services (postal), packaging & wrapping services, mailing of community news publications and all items associated with commodity code A-962-64.

SECTION 18: SUPPORT SERVICES UNIFORM RENTAL A-954-00:

This proposal covers all support services uniform rentals including but not limited to apparel, shoes and all items associated with commodity code A-954-00.

SECTION 19: TRANSPORTATION – AREA STUDENT ACTIVITIES A-924-81:

This proposal covers student travel to venues including but not limited to travel for instruction, incentives, includes travel to museums, sports complexes, zoos, exhibits, etc. and items associated with commodity code A-924-81.

SECTION 20: TRANSPORTATION – VEHICLE RENTAL A-962-34:

This proposal covers rental of vehicles including but not limited to tractors, truck, van and cars, to include all applicable insurance fees in the cost of rental or lease and all items associated with commodity code A-962-34.

SECTION 21: FLOWERS, PLANTS & GIFTS A-393-05:

This proposal covers the purchase of flowers, plants and gifts and all items associated with commodity code A-393-05.

SECTION 22: FLAGS A-350-10:

This proposal covers the purchase of flags including but not limited to flags, pennants, decorative fans and drapes, and custom designed items associated with commodity code A-350-10.

SECTION 23: FLAGS A-350-71:

This proposal covers the of purchase flags including but not limited to flags, State and U.S., all types and items associated with commodity code A-350-71.

SECTION 24: FLAG POLES A-350-30:

This proposal covers the purchase of and all types of maintenance for flag poles and all items associated with commodity code A-350-30.

A non-exclusive award is requested to allow each participating vendor to supply discounts off catalog pricing and company price quote requests to meet our campuses and departments classroom needs at the lowest practical price and best value with the flexibility to purchase from a list of approved qualified vendors meeting the terms and conditions established for this contract.

This proposal is requested for award under a one-year contract with a two (2) year renewal extension as long as both parties agree to the terms of the contract for use on an as needed basis and funds are available for these commodities. Renewal of this contract is not anticipated until December, 2018. Additional proposals of this nature will be extended for vendor participation; however, this will not disqualify any vendors awarded under this contract, but will allow for additional vendor participation in the future under these commodities.

Attached please find the database information that details the approved qualified vendor information, commodity sub-category discounts off catalogs and other pertinent information extracted from their qualified electronic proposals. Request approval for award to all vendors meeting specifications outlined under the Proposal #1512GOE Catalog proposal as a non-exclusive award.

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| <u>ABC Awning Company</u> Oziel "Ozzie" Rios 713-645-4281 713-645-3646 Fax sales@abccarports.com | <u>Categories Bid</u> M&O AWNINGS A-870-20 | <u>% Discount</u> 0 |
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| <u>Advanced Graphics</u> Morgan Pace 281-391-8595 281-391-2046 Fax admin@myadvancedgraphics.com | <u>Categories Bid</u> GOE – GENERAL OPERATING SUPPLIES A-393-20 PRINT CENTER EQUIPMENT | <u>% Discount</u> 0-5 |
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| <u>All American Flags and Banners, LLC</u> Steve Larrimore 800-521-7659 800-266-7095 Fax info@allamericanflagsandbanners.com | <u>Categories Bid</u> FLAGS A-350-71 FLAGS A-350-10 | <u>% Discount</u> 0 0 |
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| <u>Alvin Flowers</u> Rebecca Loftin 281-331-3438 281-585-3085 Fax alvinflowers@att.net | <u>Categories Bid</u> GOE – GENERAL OPERATING SUPPLIES A-393-20 | <u>% Discount</u> 10 |
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| <u>Alvin Sun & Advertiser</u> Donna Hopkins 281-331-4421 281-331-4424 Fax info@bammascots.com | <u>Categories Bid</u> PUBLICATIONS/NEWSPAPERS/ADVERTISING/MEDIA RELEASE A-915-71 | <u>% Discount</u> 0 |
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| <u>Bailey Pottery Equipment</u> Howie Jones 800-431-6067 845-339-5530 Fax puttzz@comcast.net | <u>Categories Bid</u> GOE – GENERAL OPERATING SUPPLIES A-393-20 | <u>% Discount</u> 0-30 |
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| <u>Balfour Campus Supply, dba Balfour/Dilly Letter Jackets - Brunson</u> Brent Brunson 713-784-4999 713-784-4996 Fax brent.brunson@balfour-rep.com | <u>Categories Bid</u> GRADUATION SUPPLIES A-578-45 | <u>% Discount</u> 20 |
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| <u>Central Texas Barbecue</u> Ruth LeClere or Devon Nixon 281-485-9626 281-485-0607 Fax rl55@sbcglobal.net | <u>Categories Bid</u> CATERING/GOE – RESTAURANTS & CATERING FOR MEETINGS & EVENTS A-393-09 | <u>% Discount</u> 0-10 |
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| <u>Conserv Flag Company</u> Kenny Gudahl 308-254-4720 308-254-2419 Fax conservflag@conservflag.com | <u>Categories Bid</u> FLAGS A-350-71 FLAGS A-350-10 FLAG POLES A-350-30 | <u>% Discount</u> 10 10 10 |
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| <u>Corporate Screen Designs</u> Joseph Walker 713-771-2526 None joe@a-zprint.com | <u>Categories Bid</u> PRINTING SERVICES – OUTSIDE A-966-18 FLAGS A-350-71 FLAGS A-350-10 FLAG POLES A-350-30 | <u>% Discount</u> 10 10 10 10 |
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| <u>Grace Church</u> | <u>Categories Bid</u> | <u>% Discount</u> |
| Chris Smith/Ken Hayes 713-363-2500 None chriss@grace.tv | EVENT CENTER/BANQUET FACILITIES A-962-34 | 0 |

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| <u>Habanero Fresh Mex Kitchen</u> | <u>Categories Bid</u> | <u>% Discount</u> |
| Raul Rodriguez 281-824-4955 None habanerofreshmex@gmail.com | CATERING/GOE – RESTAURANTS & CATERING FOR MEETINGS & EVENTS A-393-09 | 0 |

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| <u>Irlen Institute</u> | <u>Categories Bid</u> | <u>% Discount</u> |
| Heather Reaume 562-496-2550 562-429-8699 Fax actng@irlen.com | GOE – GENERAL OPERATING SUPPLIES A-393-20 | 0 |

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| <u>J. Brandt Recognition</u> | <u>Categories Bid</u> | <u>% Discount</u> |
| Alicia Brandt 817-877-0513 Ext. 304 871-877-0513 Fax alicia.brandt@jbrandt.com | GRADUATION SUPPLIES A-578-45 | 0 |

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| <u>JM Specialties</u> | <u>Categories Bid</u> | <u>% Discount</u> |
| Richard Ryan 979-5495119 None jmspecialties@jmspecialties.com | PRINTING SERVICES – OUTSIDE A-966-18 FLAGS A-350-71 FLAGS A-350-10 | 30 30 30 |

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| <u>Kronbergs Flags & Flagpoles</u> | <u>Categories Bid</u> | <u>% Discount</u> |
| Ronald Kronberg | FLAGS A-350-71 | 0-10 |
| 713-661-9222 | FLAGS A-350-10 | 0-10 |
| 713-661-7022 Fax | FLAG POLES A-350-30 | 0 |
| mickey@kronbergsflagsandflagpoles.com | | |

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| <u>Manvel Reporter News</u> | <u>Categories Bid</u> | <u>% Discount</u> |
| Laura Emmons | PUBLICATIONS/NEWSPAPERS/ADVERTISING/MEDIA | 0 |
| 281-485-7501 | RELEASE A-915-71 | |
| 281-485-6397 Fax | | |
| laurae3009@yahoo.com | | |

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| <u>Mixed Bag Designs, Inc.</u> | <u>Categories Bid</u> | <u>% Discount</u> |
| F. David Carr | GOE – GENERAL OPERATING SUPPLIES A-393-20 | 0 |
| 650-692-9494 | | |
| 650-284-2211 | | |
| david@mixedbagdesigns.com | | |

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| <u>Moe's Southwest Grill/Pearland</u> | <u>Categories Bid</u> | <u>% Discount</u> |
| Avis Wimbush | CATERING/GOE – RESTAURANTS & CATERING FOR | 0-50 |
| 281-670-5996 | MEETINGS & EVENTS A-393-09 | |
| 713-303-7602 | | |
| moespearland@gmail.com | | |

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| <u>Nation Imprint, Inc.</u> | <u>Categories Bid</u> | <u>% Discount</u> |
| Emily Chorley | GOE – GENERAL OPERATING SUPPLIES A-393-20 | 0 |
| 855-338-5559 Ext. 7101 | MEETING & EVENT SUPPLIES A-037-34 | 0 |
| 386-758-6789 Fax | PRINTING SERVICES – OUTSIDE A-966-18 | 0 |
| emily@nationimprint.com | FLAGS A-350-10 | 0 |

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| <u>New Beginnings Florist</u> Shirley Stockton 281-331-1764 281-585-2421 sstock50@aol.com | <u>Categories Bid</u> FLOWERS, PLANTS & GIFTS A-393-05 | <u>% Discount</u> 0 |
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| <u>New Hope Community Church</u> Paula Walker 281-604-4000 None pwalker@newhopechurch.tv | <u>Categories Bid</u> EVENT CENTER/BANQUET FACILITIES A-962-34 | <u>% Discount</u> 0 |
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| <u>Paper Direct</u> Annamarie Velasquez 800-735-5473 866-941-9629 Fax volumesales@paperdirect.com | <u>Categories Bid</u> GOE – GENERAL OPERATING SUPPLIES A-393-20 | <u>% Discount</u> 0-20 |
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| <u>Pearland Journal / Houston Community Newspapers</u> Buzz Crainer 281-378-1924 281-922-4499 Fax bcrainger@hcnonline.com | <u>Categories Bid</u> PUBLICATIONS/NEWSPAPERS/ADVERTISING/MEDIA RELEASE A-915-71 | <u>% Discount</u> 0 |
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| <u>Reynolds Uniforms</u> Rick Reynolds 281-617-7056 None sales@reynoldsuniforms.com | <u>Categories Bid</u> SUPPORT SERVICES UNIFORM RENTAL A-954-00 | <u>% Discount</u> 0 |
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| <u>Sanitech</u> | <u>Categories Bid</u> | <u>% Discount</u> 0 |
| Bill Hannigan 703-339-7001 703-339-6848 Fax bill@sanitech.com | GOE – GENERAL OPERATING SUPPLIES A-393-20 Parts and Services for Sanitech Steam Cleaners | |

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| <u>ServiceWear Apparel, Inc.</u> | <u>Categories Bid</u> | <u>% Discount</u> Up to 38.88% |
| Jim Burnett 615-301-6191 615-399-1438 Fax info@servicewearapparel.com | SUPPORT SERVICES UNIFORM RENTAL A-954-00* *Alternate bid: Uniform Sales A-201-63 | |

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| <u>Sway Medical</u> | <u>Categories Bid</u> | <u>% Discount</u> 0 |
| Frank Wolfe 918-430-5650 918-928-6714 Fax frank.wolfe@swaymedical.com | GOE – GENERAL OPERATING SUPPLIES A-393-20 Medical Software | |

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| <u>Tasco Auto Color</u> | <u>Categories Bid</u> | <u>% Discount</u> 0 |
| Jeremy Keeswood 281-337-3538 281-337-4855 Fax jkeeswood@tascoautocolor.com | GOE – GENERAL OPERATING SUPPLIES A-393-20 | |

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| <u>Texas Storage Systems - Cato Industries</u> | <u>Categories Bid</u> | <u>% Discount</u> 10 |
| Karen Cato 713-991-1089 None tssinc@ymail.com | GOE – GENERAL OPERATING SUPPLIES A-393-20 | |

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| <u>The Burger Barn</u> | <u>Categories Bid</u> | <u>% Discount</u> |
| Oscar Acosta 281-703-3978 None oacosta7514@yahoo.com | CATERING/GOE – RESTAURANTS & CATERING FOR MEETINGS & EVENTS A-393-09 | 0 |

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| <u>The Facts Newspaper</u> | <u>Categories Bid</u> | <u>% Discount</u> |
| Cindy Cornette 979-237-0122 979-236-6371 Fax cindy.cornette@thefacts.com | PUBLICATIONS/NEWSPAPERS/ADVERTISING/MEDIA RELEASE A-915-71 | 10-15 |

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| <u>The Master Teacher</u> | <u>Categories Bid</u> | <u>% Discount</u> |
| Reyne Lehman 800-669-9633 800-669-1132 accountsreceivable@masterteacher.com | GOE – GENERAL OPERATING SUPPLIES A-393-20 GRADUATION SUPPLIES A-578-45 PRINTING SERVICES – OUTSIDE A-966-18 PUBLICATIONS/NEWSPAPERS/ADVERTISING/MEDIA RELEASE A-915-71 MAILING SERVICES A-962-64 FLOWERS, PLANTS & GIFTS A-393-05 | 5 5 0 0 0 0 5 |

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| <u>Tumbleweed Press, Inc.</u> | <u>Categories Bid</u> | <u>% Discount</u> |
| Rachela Naccarato 416-781-4010 416-781-2764 Fax rachela@tumblebooks.com | PUBLICATIONS/NEWSPAPERS/ADVERTISING/MEDIA RELEASE A-915-71 PRINTING SERVICES – OUTSIDE A-966-18 | 0 0 |

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| <u>UniFlrst Corporation</u> | <u>Categories Bid</u> | <u>% Discount</u> |
| Ezra Hoffman 281-261-9632 713-635-2747 Fax ezra_hoffman@unifirst.com | SUPPORT SERVICES UNIFORM RENTAL A-954-00 | 15 |

United Refrigeration

Kenny Broz
713-825-4041
713-864-6041
kbroz@uri.com

Categories Bid

GOE – GENERAL OPERATING SUPPLIES A-393-20
HVAC & refrigeration food service equipment

**%
Discount**
0-50