



## ALVIN INDEPENDENT SCHOOL DISTRICT

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*Mickie Dietrich*  
Director of Purchasing

November 12, 2019

TO: PATRICK MILLER

FROM: MICKIE DIETRICH

SUBJ: Request for Award of Proposal #1911 INSTRUCTIONAL/ATHLETICS/CTE/FINE  
ARTS/LIBRARY/SPECIAL EDUCATION/STEAM/STEM Catalog Discount Proposal

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. A total of **51** vendors were extended bid pack by mail and email (**20** from expiring proposal #1612 INST/SPED/INST/ATH/LIB; **1** from expiring proposal #1704 CTE; **30** invitations were extended upon requests of end user departments.) There were **51** qualified responses. 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.

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 November, 2022. Additional proposals of this nature may 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 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 #1911 INSTRUCTIONAL/ATHLETICS/CTE/FINE ARTS/LIBRARY/SPECIAL EDUCATION/STEAM/STEM catalog proposal as a non-exclusive award.

This proposal was extended with 95 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 trackability. The following categories were included on the #1911 INSTRUCTIONAL/ATHLETICS/CTE/FINE ARTS/LIBRARY/SPECIAL EDUCATION/STEAM/ Catalog Discount Proposal:

**SECTION 1: CORE CURRICULUM/INSTRUCTIONAL EQUIPMENT & SUPPLIES:** This proposal covers all CORE CURRICULUM/INSTRUCTIONAL equipment, materials & supplies including the following commodities and descriptions: ESL/Bilingual (INTESTLBILI), Foreign Languages (INSTFOREIGN), General Equipment & Supplies, Includes: Any/all items not otherwise classified/specified (INSTGENSUPP), Language Arts, Includes: Composition, Research, etc. (INSTLANGUARTS), Math/Math Manipulatives, Includes: Algebra, Calculus, Consumer Mathematics, Geometry, etc. (INSTMATH), Science; Includes: Astronomy, Biology, Chemistry, IPC, Physics, etc. (INSTSCIENCE), Social Studies; Includes: Civics, Geography, History, Maps & Globes, World Cultures, etc. (INSTSOCSTUD), Specialty Supplies/Motivational Incentives for the Classroom (INSTMOTIV), Steam/Stem Supplies & Equipment (INSTSTEAMSTEM), Student Planners & Agendas (INSTPLAN), Testing Materials (INSTTESTING), Yearbooks, Elementary & Secondary (YEARBOOK).

**SECTION 2: ATHLETIC EQUIPMENT & SUPPLIES:** This proposal covers all ATHLETICS equipment, materials & supplies including the following commodities & descriptions:

**APPAREL,** Cheerleading (ATHCHEER) Coaches Cloth, Hats/Pants/Polos/Shorts/Windsuits, etc. (ATHCOACHCLOTH), Footwear (ATHAPPAREL), Team Uniforms/All Sports, Jerseys/Hats/Pants/Polos/Windsuits, etc. (ATHUNIFORM), Workout Cloth, Pants/Shorts/T-Shirts, etc. (ATHAPPARELWW),

**EQUIPMENT & SUPPLIES:** Cheerleading Supplies & Equipment (ATHCHEERSUP) Athletic Decals/Awards, Medals/Motivational Materials/Plaques/Trophies, etc. (ATHDECALS), Athletic General Equipment & Supplies, Includes: Any/all items not otherwise classified/specified (ATHEQUIPSUP), Athletic Trainer and Training (ATHTRAINSUP), Baseball & Softball (ATHBASEBALL), Basketball (ATHBASKETBA), Equipment Reconditioning Supplies; Includes: Maintenance & repair parts for shoulder pads, helmets, weight equipment, etc. (ATHRECON), Field & Track/Cross Country (ATHTRACK), Fitness, Powerlifting & Weight Training (ATHWEIGHT), Football (ATHFOOTBALL), Golf (ATHGOLF), Gymnastics (ATHGYMNAST), Soccer (ATHSOCCER), Swimming/Water Polo (ATHWATERPOL), Physical Education Elementary/Secondary (ATHPEEQUIP) Tennis (ATHTENNIS), Volleyball (ATHVOLLEYBA).

**SECTION 3: CTE (CAREER & TECHNICAL EDUCATION) EQUIPMENT & SUPPLIES:** This proposal covers all CTE (CAREER & TECHNICAL EDUCATION) equipment, materials & supplies including the following commodities and descriptions: Agriculture (CTEAGRICUL), Agriculture/Aquaculture; Includes: Filters, Fish, Food, Pumps, etc. (CTEAQUACUL), Architecture & Construction (CTEARCHCONS), Audio-Video Technology Supplies (CTEAVTECEQP), Auto Tech Collision & Repair (CTEAUTOTECH), Business Supplies; Includes: Accounting, Economics, Finance, Management, Marketing, etc. (CTEBUSINESS), Cosmetology/Barbering (CTECOSMBARB), Criminal Justice (CTECRIMJUST), CTE Equipment Maintenance & Repair (CTEEQUPMNT), Culinary Arts & Bakery (CTECULARTSBAKE), Dental Hygiene (CTEDENTHYG), Engineering & Technical (CTEENGTECH); Family Consumer Science (CTECONSCIEN), Family Consumer Science-Day Care (CTEFAMDAYCARE), Fashion Design (CTEFASHION), Floral Design (CTEFLORAL), Forensic Science (CTEFORSICIE), Graphic Equipment & Supplies, (CTEGRAPHICS), Health Science (CTEHEALTHSC), HVAC (CTEHVAC), Journalism (CTEJOURNALS), Oil & Gas Production (CTEOILGAS), Precision Manufacturing; Includes: CNC Machines, Lathes, Mills, etc. (CTEMANF), Physical Therapy (CTEPHYSTHERAP), ROTC (CTEROTC), Technology; Includes: Maintenance, Parts, Programming, Repair (CTETECH), Veterinary Technician; Includes: Grooming, Implements, Ointments & Vaccines, etc. (CTEVETTECH), Vocational/Technical General Equipment & Supplies: Includes any/all items not classified/specified (CTEEQUIP), Welding Equipment (CTEWELDING).

**SECTION 4: FINE ARTS EQUIPMENT & SUPPLIES:** This proposal covers all FINE ARTS equipment, materials & supplies including the following commodities and descriptions: Art, Elementary; Includes: Brushes, Chalks, Crayons, Equipment, Papers, Paints, Pens, Scissors, Tools etc. (FAELEMSUPPS)

Art, Secondary, Drawing & Painting; Includes: Brushes, Canvas, Chalks, Equipment, Paints, Palettes, Papers, Pens, Scissors, Tools, etc. (FASECONSUPPS), Art, Secondary, Sculpting; Includes: Ceramics Supplies, Clay,

*Carving Boards, Kilns, Kiln Supplies, Tools, Ceramics (FASECONSULPT), Elementary Music Equipment & Supplies; Includes: Metronomes, Music Cabinets, Musical Instruments, Pianos, Stands, Tuners, etc. (FAELEMUSIC), Elementary Music, General Supplies; Includes: Instruments valued under \$150.00; Bells, Chimes, Recorders, Tambourines, etc. and Repair parts (FAELEMSUPPS), Band, Choir, Orchestra and Elementary Music; Sheet Music/Folios (FASHTMUSIC) Band, Choir, Orchestra Musical Instruments (FAINSTRUMNT), Band & Choir Musical Instrument Maintenance & Repair (FAINSTMNTRP), Band supplies (FABANDSUPP), Band Equipment (FABANDEQUIP), Choir Supplies & Equipment (FACHOIR), Orchestra Supplies & Equipment (FAORCHESTRA), Fine Arts Misc. Equipment & General Supplies (FAMISCEQUIP), Dance/Drill Team Equipment & Supplies; Includes: Dance Equipment & Supplies, All Accessories and make-up used by dancers/drill teams, Costumes, Practice Uniforms/Uniforms, Warm-ups, etc. (FADANCETEAMS), Elementary Music Instruments & General Supplies; Includes: Any/all items not otherwise classified (FAGENSUPPLIES), Fine Arts General Equipment & Supplies; Includes: Any/all items not otherwise classified/specified (FAEQUPSRV), Theater Arts Equipment & Supplies; Includes: Accessories, Blackbox, Foggers, Lighting, One-Act Plays, Props, Wood Props, Stage Equipment & Supplies, UIL etc. (FASTAGEEQUP), Theater Arts Apparel/Costumes; (FACOSTUMES). Theater Arts Includes: Make-up and accessories used by Actors (FASUPPLIES).*

**SECTION 5: LIBRARY EQUIPMENT & SUPPLIES:** *This proposal covers all LIBRARY equipment, materials & supplies including the following commodities and descriptions: \*\*NOTE\*\*All Processing fees are to be included in the price of the book\*\*Processing Charges To Include: Bar Codes on inside and outside of book, Downloaded MARC Records to ordering campus upon issuance of Purchase Order. Elementary/Secondary Level Books: Audio-Visual/Media (for use on computers, pre-recorded, instructional materials)(LIBELECPUB), Binding Services (LIBBIND), Electronic Periodical Subscriptions; Includes: Journals, Magazines, Newsletters, Newspapers, Publications, etc. (LIBBKMAGPUB), Electronic Publications (E-Books) (LIBELECLIB), General Supplies; Includes: Bookends, Covers, Jackets, Stamps, Tapes, Any/all items not otherwise classified/specified, etc. (LIBGENSUPP), Instructional Textbooks (LIBINSTTEXTB), Paper Back Books (LIBPAPERBACK), Periodical Subscriptions; Includes: Journals, Magazines, Newsletters, Newspapers, Publications (LIBPERIODIC), Pre-Bounds (LIBPREBND), Recycled Publications/Used Textbooks (LIBUSEDTEXTB), Reference Books; Includes: Dictionaries, Encyclopedias, Thesaurus', etc. (LIBREFERBKS), Standard Library Book Collections (LIBSTANDBOOKS).*

**SECTION 6: SPECIAL EDUCATION/INSTRUCTIONAL EQUIPMENT & SUPPLIES:** *This proposal covers all SPECIAL EDUCATION/INSTRUCTIONAL equipment, materials & supplies including the following commodities and descriptions: Adapted P.E. and Physical Fitness (SPEDADAPT), Braille & Vision Teaching Supplies (SPEDVISAID), Assistive Technology; i.e. Special Education (CIS), Hardware, Peripherals, Software, etc. (SPEDASSISTECH), Dyslexia/Instructional (SPEDDYSLEXI), Special Education General Supplies – Misc.to include: all items not otherwise categorized (SPEDFENSUPPS), Music Therapy (SPEDMUSTHER), Nurse/Clinic Supplies; Includes: Any medical equipment & supplies needed to meet the needs of intellectually and/or physically challenged students (NURSESUPP), Occupational/Technical & Physical Therapy Supplies & Equipment (SPEDOTEQUIP), Orientation & Mobility Equipment; Includes: Equipment designed to meet the needs of physically challenged students (SPEDOMEQUIP), Prosthetic Devices, Supplies, Includes: Auditory Testing Equipment, Electronic Reading Devices, Hearing Aids, Equipment and/or supplies for Speech Therapy, etc. (SPEDPROSTH).*