

EAST SIDE UNION HIGH SCHOOL DISTRICT

Board Meeting of September 18, 2014  
 Agenda Item: 18.01

TO: Board of Trustees

FROM: Chris D. Funk, Superintendent

PREPARED BY: Marcus Battle, Associate Superintendent of Business Services, André Bell, Assistant Director of Capitol Accounting, and Donna Bertrand, C.P.M., Contract Administration Coordinator

SUBJECT: Ratification of Award the Request for Bids (RFB), GP011415, for the Procurement of Texas Instruments Calculators and software.

At the June 19, 2014, Board of Trustee's meeting, the Board approved Administration's recommendation to declare Texas Instrument Model TI-Nspire CX CAS Calculators as a standard for ESUHSD's Instructional Department; to authorize Administration to issue a Request for Bids to establish a vendor to procure the calculators from; to delegation authority to the Superintendent or designee to award the Request for Bids; and authorize the issuance of purchase orders to the awarded vendor. Below is the results of the Request for Bids and recommendation for ratification. Purchase Orders will be brought back to the Board of Trustee's for ratified on the Purchase Order Report as issued.

The RFB was sent out to twenty-five (25) known vendors and was available on the East Side Union High School District's website. The District received ten (10) bids.

The evaluation process consisted of reviewing pricing and exceptions and compliance with specifications for each bid.

RFB	Bid Opening	Legal Advertisements	Advertisement Date(s)	Project Description
RFB GP011415	August 18, 2014	San Jose Post-Record	July 30, 2014 & August 6, 2014	The purchase of Texas Instrument's Calculators, Navigator System and Software for instructional use throughout all ESUHSD school sites.

**Bid results are as follows:**

**Texas Instrument Calculators & Software:** Ten (10) vendors submitted pricing.

CONTRACTOR	TI-Nspire™ CX CAS Handheld Graphing Calculator plus 2-year conditional warranty (400 10-Packs quantities)	TI-Nspire™ CX Navigator System: Includes 30-Uses Nspire CX Navigator wireless classroom network (100 Systems)	TI-Nspire™ & TI-Nspire™ CAS Software Teacher's Edition (100 Each)	Total
Valley Business Machines	\$531,800.00	\$228,000.00	\$18,375.00	\$778,175.00
<b>AFP School Supply</b>	<b>\$533,872.00</b>	<b>\$228,425.00</b>	<b>\$17,964.00</b>	<b>\$780,261.00</b>
Bach Co.	\$554,000.00	\$233,400.00	\$20,700.00	\$798,100.00
D&H Distributing Co.	\$533,248.00	\$228,776.00	\$36,762.00	\$798,786.00
OM Office Supply Co.	\$554,000.00	\$237,500.00	\$18,750.00	\$810,250.00
SHI International Co.	\$554,000.00	\$242,250.00	\$19,740.00	\$815,990.00
PCMG Inc.	\$555,200.00	\$241,500.00	\$19,33.00	\$816,032.00
Office Depot	\$556,712.00	\$243,437.00	\$19,812.00	\$819,961.00
Southwest School & Office Supply	\$559,540.00	No Bid	\$37,872.00	\$597,412.00
Fischer Scientific Co.	\$571,136.00	\$244,845.00	\$19,329.00	\$835,310.00

**Recommendation: AFP School Supply**

Administration is recommending that the Board ratifies the award to AFP School Supply. Valley Business Machines did not include the 2-year unconditional warranty in their bid, therefore is not being recommended. Therefore, AFP is the next lowest responsible bidder for the calculators, navigation system and software that meets the minimum requirements of the RFB.

	<b>\$780, 261.00</b> estimated annual expenditures
<b>FISCAL IMPACT:</b>	The amount to be awarded is for the estimated annual usage by the District. However, during the school year, the quantities are estimates only and may need to increase as needed. Therefore the vendor will be honoring the RFB pricing through July 31, 2015.
<b>FUNDING SOURCE:</b>	Various Funding
<b>RECOMMENDATION:</b>	It is recommended that the Board of Trustees ratify the award for the Request for Bid (RFB), RFP #GP011415 Texas Instruments Calculators to AFP School Supply and to authorize the Purchasing Department to procure the items on an as needed basis through July 31, 2015, for an estimated annual expenditure of \$780,261.00. Purchase Orders will be brought back for ratification through the monthly Purchase Order Report presented to the Board of Trustee's on a monthly basis.

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