



College Station Independent School District

Success...each life...each day...each hour

MEMORANDUM

To: Dr. Clark Ealy, Superintendent
From: Glynn Walker, Deputy Superintendent
Date: November 12, 2015
Subject: Facilities Department vehicle purchase
Agenda Item: K-3
Board Priority/
District Goal: Priority 3, Goal 4

Background

The attached memorandum from Mr. Mark Pantel, Director of Purchasing, and Mr. Jon Hall, Executive Director of Facilities, includes the recommendation to purchase three (3) vehicles from budgeted funds. The Houston Galveston Area Council Purchasing Cooperative (HGAC) was used to provide the best value to the district and Caldwell Country Chevrolet provided the most cost efficient choice per HGAC Contract #VE11-13 Light Trucks. The total purchase cost includes two vans at \$21,630 each, one SUV at \$36,085 and one HGAC administrative fee of \$600 for a total recommended expenditure of \$79,945. This purchase will be paid for with funds allocated by the CSISD Facilities Department in the current year budget.

Two vans are needed to replace the current vans used by maintenance personnel as they provide services throughout the district. The SUV will be used for in-district transport of multiple employees and clients and for out of district travel for school business and training opportunities.

Recommendation

It is recommended that the Board of Trustees of College Station Independent School District consider approval of the purchase of two (2) 2016 Chevrolet 2500 Express Cargo Vans and one (1) 2016 Chevrolet Tahoe SUV from Caldwell Country Chevrolet for the total amount of \$79,945.00 to be paid from the current year general fund budget.

GLYNN WALKER
Deputy Superintendent for
Business and Operations

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11/12/15

CLARK C. EALY, Ph.D.
Superintendent of Schools