

# College Station Independent School District

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



## MEMORANDUM

To: Dr. Clark Ealy, Superintendent  
From: Mike Martindale, Deputy Superintendent  
Date: June 14, 2017  
Subject: Award RFP #17-010 Maintenance Supplies  
Agenda Item: J - 8  
Board Priority/  
District Goal: Priority 3, Goal 4

### Background

Request for Proposal #17-010 Maintenance Supplies was mailed directly to sixty-one (61) vendors on Tuesday, April 11, 2017, was posted on the CSISD website and advertised on Tuesday, April 11, 2017 and Tuesday, April 18, 2017. The district received responses from twenty-two (22) vendors to the RFP, which opened on Thursday, May 4, 2017. To create the best value for the district, the proposal was based on a discount off catalog or retail pricing rather than item-by-item pricing and included sections for electrical, paint, welding, grounds maintenance, and custodial supplies.

It is the recommendation of Jon Hall, Executive Director of Facilities, and Mark Pantel, Director of Purchasing, to award the Maintenance Supplies RFP #17-010 to the twenty (20) vendors identified.

### Recommendation

It is recommended that the Board of Trustees of the College Station Independent School District award Request for Proposal # 17-010 to the twenty (20) vendors identified for two years from July 1, 2017 through June 30, 2019, with the option for two (2) additional one-year periods.

*MM*  
**Mike Martindale**  
Deputy Superintendent for  
Business and Operations

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

*Handwritten signature and date*  
6/15/17