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(979) 764-5408 \* FAX (979) 694-5636

**PURCHASING OFFICE  
INTER-DEPARTMENTAL MEMO**

TO: Glynn Walker  
DATE: November 10, 2010  
SUBJECT: Interior Furnishings

Request for Competitive Sealed Proposals (RFCSP) #11-001 Interior Furnishings were issued on September 2, 2010 and advertised September 5 and September 12, 2010. A pre proposal meeting was held on September 15, 2010. Seven vendors responded to the RFCSP. After reviewing the proposals submitted and checking project references the FF&E Committee selected these four finalists to give presentations:

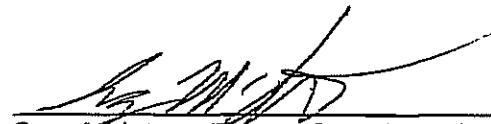
Contrax Group  
Indeco Sales  
J.R. Inc.  
School Specialty Inc.

Upon completion of the vendor presentations and viewing of furniture samples each committee member completed a vendor scoring sheet on the four finalists. The vendor with the highest overall score was School Specialty Inc. A summary of the evaluation scores is attached.

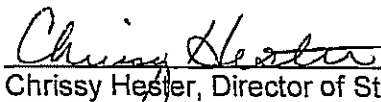
It is the recommendation of the FF&E Committee that RFCSP #11-001 be awarded to School Specialty Inc. for the Planning, Selection, Procurement and Project Management of Interior Furnishings for new campuses to include Greens Prairie Elementary and College Station High School and renovated campuses to include Oakwood Intermediate and A&M Consolidated Middle School. The term of this agreement will be two (2) years with an option to extend the agreement one (1) additional year through December 2013.



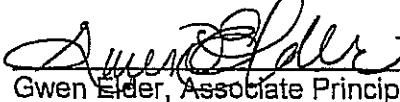
Mark Pantel, Director of Purchasing



Greg McIntyre, Deputy Superintendent  
for Curriculum and Instruction



Chrissy Hester, Director of Student Services



Gwen Elder, Associate Principal AMCHS



Kelly Kovacs, Associate Principal AMCHS



Donna Barrington, Principal Greens  
Prairie Elementary