

**Spring Branch Independent School District
Agenda Item Information**

Date of Board Meeting: November 24, 2008

Subject: Request for Approval of Contract Awards

Administrator Responsible:

Name: Barbara Robillard

Position: Director of Purchasing

Purpose of Agenda Item:

Information only Action needed Report

Summary of Recommended Award of Contracts – documentation attached.

It is recommended that the Board of Trustees approve the award of contracts to the companies listed in the attached summary sheets.

To the extent that funds from future budgets will be used, we will, as a district, use our best effort to raise the money and budget those funds accordingly.

SPRING BRANCH INDEPENDENT SCHOOL DISTRICT
AGENDA ITEM FOR BOARD MEETING

Board Meeting Date: November 24, 2008

SUMMARY OF RECOMMENDED AWARDS OF BOND PROGRAM CONTRACTS:

Technology	Annual Contract for IP Telephony Genesis BCS	\$ 3,733,289.00 estimated
Technology	Contract for Windows 98 Desktop Computer Replacement Dell Hewlett Packard Levono	600,000.00 estimated

SUMMARY OF RECOMMENDED AWARDS OF CONTRACTS:

Curriculum & Instruction	Annual Contract for the Purchase and Installation of Replacement Cycle Ceramic Kilns for the District Ceramic Store Sax Arts & Crafts	40,000.00 estimated
Curriculum & Instruction	Society for Performing Arts Tickets Purchase Society for Performing Arts	25,450.00 estimated
Curriculum & Instruction	Literacy Materials for Campuses Benchmark Education Greenwood-Heinemann Classroom Scholastic Richardson Books National Geographic	302,770.00 estimated
Curriculum & Instruction	Math Instructional Software ExploreLearning Gizmos	44,366.00 estimated
Curriculum & Instruction	Contract with Sharon Azar, Inc. Sharon Azar	47,500.00 estimated
Curriculum & Instruction	Contract with Specialized Assessment and Consulting, LLC Specialized Assessment and Consulting	76,500.00 estimated

SPRING BRANCH INDEPENDENT SCHOOL DISTRICT
AGENDA ITEM FOR BOARD MEETING

Board Meeting Date: November 24, 2008

Operations	Renewal Contract for Glass, Repair and Installation Services Binswanger Glass J.C. Glass, Inc.	50,000.00 estimated
Operations	Contract for Industrial Supplies Grainger Industrial Supply Alamo Iron Works	150,000.00 estimated
Operations	Contract Extension for JCI Metasys Johnson Controls, Inc.	95,057.00 estimated
Operations	Renewal Contract for Lock Sets and Related Door Hardware Fairway Supply Stanley Best Access Systems	30,000.00 estimated
Operations	Annual Contract for Outsourced Electrical Services ALEC, Inc. James H. Guynes Electrical Co. Inc. Turner Electrical Services Co. Stage Light Inc.	60,000.00 estimated
Operations	Annual Contract for Outsourced Heating, Ventilation and Air Conditioning (HVAC) Services Air Mechanical & Environment Energy Efficient Motors & Control Gregory Edwards, Inc. Johnson Controls, Inc. Switzerland Air, Inc. TekPlan Solutions Texas	175,000.00 estimated
Operations	Annual Contract for Oils and Lubricants Ada Resources Inc. Hydrotex Houston-Pasadena Apache Oil Co. Matrix Lubricants	30,000.00 estimated

SPRING BRANCH INDEPENDENT SCHOOL DISTRICT
AGENDA ITEM FOR BOARD MEETING

Board Meeting Date: November 24, 2008

Technology	Annual Contract for Internet Services- Phase II Comcast Micro integration	48,000.00 estimated
Technology	Renewal of Wide Area Network Comcast	330,000.00 estimated
Technology	Contract for Security Audit of Computer Systems and Networks Dell Broadleaf IBM Various Vendors Utilizing State Contracts	50,000.00 estimated
Technology	Contract for PIEMS Training and Audit Services from Region IV Region IV Texas Cooperative Purchasing Network	35,000.00 estimated
Technology	Renewal for Cellular Telephone Service Sprint/Nextel	70,000.00 estimated
Technology	Renewal for Local Telephone Service AT&T	440,000.00 estimated
TOTAL		\$ 6,432,932.00 estimated
<p>This is to certify that the bidding laws of the State of Texas and the policies of the Spring Branch Independent School District have been followed in the above recommendations.</p>		

PURCHASING AGENDA ITEM

BOARD MEETING DATE:
November 24, 2008

Title: Annual Contract for IP Telephony

Administration recommendation: It is recommended that the Board of Trustees approve a contract with Genesis BCS for the installation of Voice Over IP phone systems at all District locations.

Authority for this action: Policy CH (Local) requires the Board of Trustees to approve proposals greater than \$25,000.00.

Plan addressed: One of the technology projects within the 2007 Bond is to replace existing phone systems with new Voice Over IP phone systems.

The new phone systems will save the district money in the long run by reducing the number of outgoing phone lines needed. In addition to the savings, the new systems will increase the available features to the phones which will increase the efficiency and productivity of district personnel.

Non-Erate sites to begin installation January 15, 2009, Erate sites July 01, 2009. Estimated completion date December 15, 2009.

Background: SBISD's current phone systems are between 12 to 16 years old. It has become difficult, if not impossible, to even find parts for some of the systems currently in use. This bond project will allow the district to systematically replace all phone systems with the new and improved Voice Over IP systems.

Some of the key components evaluated by the committee were: price, quality of vendors' products and services proposed, implementation plan, reputation, specifications, concept design, infrastructure, references, architecture for the system and other components to meet the requirements defined within the CSP.

Impact of this action: Implementing new phone systems throughout the district would not only increase efficiency and productivity of personnel, but it would also reduce the number of necessary phone lines which in turn would save the district money.

Budget Information:

These funds will be disbursed from Bond Fund, Facilities Acquisition & Construction/Other Contractors provided for this purpose. Individual requisitions are not approved by the Purchasing Department without sufficient funds available in the individual department budgets. Total estimated expenditure for the contract is \$3,733,289.00 to be allocated by account as follows:

Phone System - Genesis	\$3,393,608.00
Conference Bridge - Genesis	\$125,000.00
E-Rate Consultant – CRW	\$20,000.00
Contingency	\$169,680.00
Rewire RCE/Additional Drops (PC Cable)	\$25,000.00

Budget Codes:

	<u>08/09 Balance</u>
608.81.6626.T6.930.9.99.0.00 (Bond Fund/Facilities Acquisition & Construction/Other Contractors)	\$4,173,314.00

Monitoring/reporting timeline:

Technology Services will closely plan and manage this contract to ensure SBISD receives quality products and services that accomplish the goals of the project. This contract will include a five (5) year maintenance plan.

Resource personnel:

Venu Rao, Chief Information Officer
Natasha King, Project Manager of Technology
Stephen Johnston, Project Leader
Wes Hargrove, Manager of Systems

Attachments:

VOIP Tabulation # 8709P

PROPOSAL NO: 8709P
 PROPOSAL DATE: 10/2/2008

PROPOSAL TABULATION
 Staff Member Requesting this item
 Venu Rao

SPRING BRANCH ISD
 PROPOSAL FOR:
 Contract for IT Telephony - Phase II
 Cost for hardware plus maint

	CSD		Genesis		Optus		Trillion	
	ShoreTel	II	ShoreTel	II	ShoreTel	II	ShoreTel	II
VoIP Technology								
Erate Priority								
Vendor Cost	\$3,442,709		\$3,393,608		\$3,439,131		\$5,149,734	
SBISD								
Rewire (RCE)/Additional Drops (Various Locations)	\$25,000		\$25,000		\$25,000		\$25,000	
Consultant Fee	\$20,000		\$20,000		\$20,000		\$20,000	
Contingency (5%)	\$172,135	5%	\$169,680		\$171,957		\$257,487	
Conference Bridge (Estimate)	\$125,000		\$125,000		\$125,000		\$125,000	
Total Project Cost	\$3,784,844		\$3,733,289		\$3,781,088		\$5,577,221	

Total Score (Cost + CSP Evaluation)
 Rank

810	910	855	640
3	1	2	4

Erate Priority

II	II	II	I & II
----	----	----	--------

Estimated E-Rate reimbursement
Net Cost to SBISD

\$1,084,453	\$1,069,946	\$1,083,326	\$2,484,287
\$2,700,391	\$2,663,343	\$2,697,762	\$3,092,934

SBISD owns equipment

Yes	Yes	Yes	NO
-----	-----	-----	----

Request for proposals were distributed to the following:

1st Centech Communications Group	IP Global, LLC	Sprint	Budget Code:
Ac Cisco Systems	Layer3 Communications	Sprint/Nextel	608.81.6626.T6.930.9.99.0.00
Ac Copper Communications	MCA Communications, Inc.	Total Technologies LLC	
Ac Creative Switching Design, Inc.	Micro System Enterprises	TransAmerica Telecommunications, Inc.	
Ac Crystal Communication, LTD	Mobile Dynamics Inc.	Trillion Partners, Inc./Jeanne Partners, Inc.	
Afr Dell-1	NetSpan/Larry Holcomb	Tristar Electronics	
Alli EQUUS	NWN Corporation/ Stacy Totten	TrueCom, Inc.	
Ar Genesis BCS	Optus, Inc.	Verizon Wireless	
An Hardware Sales	Qwest Communications, Inc.	Walkercom, Inc.	
Ap Hill Magnuson	Reynolds Manufacturing/Micki Reynolds	Western Communications	
AT Houston Voice & Data/Jeff Jensen	S&P Communications	Western Communications	
Av Institutional Network Communications	Selfico Communications	WNS	
Br Interfacing Company of Texas, Inc.	Solid IT Networks, Inc.		
C0 Inter-Tel Technologies, Inc.	Southwest Century Communications, Inc.		

PURCHASING AGENDA ITEM

BOARD MEETING DATE:
November 24, 2008

Title: Contract for Windows 98 Desktop Computer Replacement

Administration recommendation: It is recommended that the Board of Trustees approve the contract for desktop computers, software and contracted labor for implementations services from Dell, HP, and Lenovo.

Authority for this action: Policy CH (Local) requires the Board of Trustees to approve proposal/contract awards greater than \$25,000.00.

The Spring Branch Independent School District Board of Trustees approved, by resolution, the District's participation in both the Texas Building and Procurement Commission (TBPC), and Region IV Texas Cooperative Purchasing Network (TCPN) Cooperative Purchasing Programs.

Plan addressed: To replace aging Windows 98 machines which will help enable the district to standardize on one operating system, as well as standardize on one version of Microsoft Office Suite.

Background: A large number of SBISD teacher, campus administration, and student computers are still operating on Windows 98, and have limited hard drive space, as well as limited memory. This limits the teachers and students in their ability to utilize many of the applications they are expected to use, as well as being able meet some of SBISD's technology goals.

Impact of this action: Provide immediate ability to purchase desktop computers with Windows XP for teachers and classroom replacement computers.

Budget information:

These funds will be disbursed from the Bond Fund, hardware, contract maintenance budget provided for this purpose. Individual requisitions are not approved by the Purchasing Department without sufficient funds available in the individual department/campus budgets. The estimated expenditure for this contract is \$600,000.00.

08/09 Budget

608.81.6398.T3.930.9.99.0.00 \$6,000,000.00
(Bond/Facilities Acquisition/Equipment)

608.81.6397.T3.930.9.99.0.00 \$1,000,000.00
(Bond/Facilities Acquisition/Software)

Monitoring/reporting timeline:

Technology Services will monitor the performance of the vendor. Technology Services will begin to purchase and deploy units in December 2008 with estimated completion by February 2009.

Resource personnel:

Venu Rao, Chief Information Officer
Natasha King, Project Manager of Technology
Stephen Johnston, Project Leader
Ed Wilson, Manager, Customer Service Department

Attachments:

Provided under separate cover

PURCHASING AGENDA ITEM:

BOARD MEETING DATE:
November 24, 2008

Title: Annual Contract for Purchase and Installation During Replacement Cycle for Ceramic Kilns

Administration Recommendation: It is recommended that the Board of Trustees approve contract to the Ceramic Store and Sax Arts & Crafts to supply and install seven (7) ceramic kilns at the identified campuses

Elementary Schools:

Buffalo Creek	Rummel Creek
Bunker Hill	Shadow Oaks
Cedar Brook	Sherwood
Edgewood	Spring Branch
Frost wood	Spring Shadows
Hollibrook	Terrace
Housman	Thornwood
Hunters Creek	Treasure Forest
Meadow Wood	Valley Oaks
Memorial Drive	Westwood
Nottingham	Wilchester
Pine Shadows	Woodview
Ridgecrest	

Middle Schools:

Landrum Middle School	Spring Forest Middle
Memorial Middle	Spring Oaks Middle
Northbrook Middle	Spring Woods Middle
Spring Branch Middle	

High Schools:

Memorial High School	Spring Woods High School
Northbrook High School	Stratford High School

Others:

Bentwood Elementary
Spring Branch Ed. Center
Westchester Ed. Center.

Authority for this action: Policy CH (Local) requires the Board of Trustees to approve proposal awards greater than \$25,000.00.

Plan addressed: The District Action plan for 2008-2009 indicates that the district will begin a seven year cycle to replace worn and damaged kilns throughout the art rooms in the district. Each year for a period of seven years, 7 kilns will be replaced based on age and condition of the existing seven kilns.

Background: The TEKS for visual art requires processes that involve the use of kilns. Many of the current kilns are over thirty (30) years old and extremely costly to the district in maintenance and repairs. In the past when a kiln brakes down, it has become an unexpected campus burden financially.

Last year with the help of the maintenance department a study was conducted of:

- (a) the cost of maintenance to the district on up keep, and
- (b) the age and condition of the current equipment

It was determined that a replacement cycle for the kilns would be the best long term solution for the school, the art programs, and the maintenance dept.

Impact of this action: Provide equipment that is safe for schools to operate, current in technology, and provides warranty. Save campuses unexpected major expenses, avoid constant maintenance from outside vendors, and meet the TEA requirements for TEKS in Visual Art.

Budget information: These funds will be disbursed from the General Fund and the Fine Arts Budget provided for this purpose. This is a multiple year contract, which will cover portions of the 2008/2009 and 2009/2010 fiscal years. The estimated annual expenditure for this contract is \$40,000.00, to be allocated by account as follows: *

<u>Budget Code:</u>	<u>08/09 Budget</u>
199.11.6635.00.999.9.17.0.52	\$ 40,000.00
(Gen Fund - Fine Arts)	

*Expenditures will cross over into the 2009-2010 school year.

Monitoring and reporting timeline: This contract will be reviewed annually. Vendor performance and kiln reliability will be monitored.

Resource personnel: Rusty Hess, Director of Fine Arts
Gloria McCoy, Art Coordinator

Attachment: Proposal tabulation # 8727

SPRING BRANCH I.S.D. PROPOSAL TABULATION PROPOSAL NO: 8727P

ITEM NO.	DESCRIPTION	EST. QTY.	Armadillo Clay & Supplies	Ceramic Store of Houston LLC	Clayworld, Inc.	Sax Arts & Crafts Inc.	PROPOSAL DATE:
8.1.0	Kiln Negative Press. Kiln Positive Press. Brand: SKUTT Model No: KM1227-3	No Bid	\$2,290.00	\$2,290.00	\$2,597.00	\$2,330.00	October 2, 2008
8.2.0	Furniture Kit Brand: SKUTT Model No. #1227-3	No Bid	\$510.00	\$510.00	\$395.00	\$360.00	
8.3.0	Positive Pressure Downdraft Brand: SKUTT Model: Envirovent 2	No Bid	\$318.00	\$318.00	\$400.00	\$375.00	
8.4.0	Vent a hood Brand: Vent-A-Kiln Model No: # 1544	No Bid	\$650.00	\$650.00	N/A	\$645.00	
8.5.0	Delivery days	No Bid	30 days ARI	30 days ARI	30 days ARI	30 days ARI	It is recommended that this contract be awarded to Ceramic Store and Sax Arts

Request for proposals were distributed to the following: Charge to budget code: 199.11.6635.00.999.9.17.0.52

Estimated Amount: \$40,000.00

- A & A Products LTD
- American Ceramic Supply Co
- American Stained Glass Co
- Armadillo Clay & Supply
- Bailey Ceramic Supply
- Brennan's Pride Enterprises
- Ceramic Store Inc.
- Chesapeake Ceramic Supply Inc.
- Clayworld, Inc.
- Colors for Earth, Inc.
- Dallas China
- Fire Away
- Jemco Jewelers Supply
- Laurine Brock Studio
- Richard's Repair and Sales
- Riecks Ceramics
- Rosoco, Inc
- Sheffield Pottery Ceramic Supply
- Texas Pottery Supply
- Trinity Ceramics
- Vent-A-Kiln Corporation

PURCHASING AGENDA ITEM:

BOARD MEETING DATE:

November 24, 2008

Title: Society for Performing Arts Ticket Purchase

Administration Recommendation: It is recommended that the Board approve a contract for Society for Performing Arts Theater tickets for the 3rd Grade ARTS Partners Trip.

Authority for this action: Policy CH (Local) requires the Board of Trustees to approve contracts greater than \$25,000.00.

Plan addressed: This trip will give real support to the 3rd grade Fine Arts TEKS. The student will relate music to history, society, and culture as realized in a performance of Drumline Live, as well as responding to and evaluating the quality and effectiveness of the performance.

Background: Performing Arts Department submitted a check to Society for Performing Arts for \$24,900.00, but due to an increase in the number of students/chaperones, the cost will exceed \$25,000.00. This trip is scheduled January 13th, 2009. Payment for the initial invoice has been submitted for the performance. The additional expenditure/payment will be submitted after Board approval of this project.

Impact of this action: Student instruction relating to the exhibiting of concert etiquette during the performance and a variety of other settings (pre-show, intermission, etc.) There are 25 elementary schools, approx. 2423 students and 122 chaperones

Budget information: Funds will be disbursed from the General Fund, Fine Arts, Student Transportation budget provided for this purpose. Individual requisitions are not approved by the Purchasing Department without sufficient funds available in the individual department/campus budgets. The estimated annual expenditure for the contract is \$25,450.00 to be allocated by account as follows.

<u>Budget code:</u>	<u>Budget 08-09</u>
199.11.6494.00.XXX.9.17.0.52	\$52,665.00
(Gen. Fund/Fine Arts/ Student Transportation)	

Monitor and reporting timeline: 2008-2009 school year

Resource personnel: Jennifer Blaine, Assoc. Supt, Curriculum & Instruction
Rusty Hess, Director of Fine Arts

Attachment: Society for Performing Arts Contract

GROUP SALES CONTRACT

Date: 8/7/2008

Group Name: Spring Branch ISD

Contact Name: Rusty Hess

Mailing Address: PO Box 19432

City: Houston State: TX Zipcode: 77224

Phone Numbers: (day) 713-365-5587 (fax) _____

Email Address: Rusten.Hess@springbranchisd.com

Event	Day	Date	Time	Ticket Quantity	Seating Area	Price*	Total
Drumline	Tuesday	1/13/2009	10:00AM	2490		\$ 10.00	\$24,900.00
							\$ -
							\$ -
							\$ -
							\$ -
Total:							\$24,900.00
Total Due:							\$24,900.00

* Price includes all handling fees

Terms:

1. All sales are final. There are no exchanges or refunds on group tickets.
2. Final cost may not reflect total listed on contract. A minimum purchase of 15 is required to receive group rate.
4. Prices, artists, and programs are subject to change.
5. A non-refundable deposit equal to 10% of the total is due with a signed contract within 10 days to reserve your seats.
6. Final payment is due sixty (60) days before the date of the event.
7. Please make checks payable to Society for the Performing Arts(S.P.A.)
8. You must distribute your tickets to all members of your group before entering the theater.

NOTE: We do not recommend purchasing tickets for bus drivers. Due to the location of bus parking, we cannot be responsible if the bus driver is unable to get back to the theater in time to see the performance.

Signature of Group Leader

Michael Coppens
Group Sales Manager
Society for the Performing Arts

For Office Use Only			Ticket Fees		
# of Tickets	Ticket Price	Total Sales	SPA	Group	Total Paid
2490	\$ 8.00	\$ 19,920.00	\$ 4,980.00	\$ -	\$ 24,900.00
	\$ -	\$ -	\$ -	\$ -	\$ -

GROUP SALES CONTRACT

Date: 10/16/2008

Group Name: Spring Branch ISD

Contact Name: Rusty Hess

Mailing Address: PO Box 19432

City: Houston State: TX Zipcode: 77224

Phone Numbers: (day) 713-365-5587 (fax) _____

Email Address: Rusten.Hess@springbranchisd.com

Event	Day	Date	Time	Ticket Quantity	Seating Area	Price*	Total
Drumline	Tuesday	1/13/2009	10:00AM	55		\$ 10.00	\$ 550.00
							\$ -
							\$ -
							\$ -
							\$ -
Total:							\$ 550.00
Total Due:							\$ 550.00

* Price includes all handling fees

Terms:

1. All sales are final. There are no exchanges or refunds on group tickets.
2. Final cost may not reflect total listed on contract. A minimum purchase of 15 is required to receive group rate.
4. Prices, artists, and programs are subject to change.
5. A non-refundable deposit equal to 10% of the total is due with a signed contract within 10 days to reserve your seats.
6. Final payment is due sixty (60) days before the date of the event.
7. Please make checks payable to Society for the Performing Arts(S.P.A.)
8. You must distribute your tickets to all members of your group before entering the theater.

NOTE: We do not recommend purchasing tickets for bus drivers. Due to the location of bus parking, we cannot be responsible if the bus driver is unable to get back to the theater in time to see the performance.

Signature of Group Leader

Michael Coppens
Group Sales Manager
Society for the Performing Arts

For Office Use Only			Ticket Fees		
# of Tickets	Ticket Price	Total Sales	SPA	Group	Total Paid
55	\$ 8.00	\$ 440.00	\$ 110.00	\$ -	\$ 550.00
	\$ -	\$ -	\$ -	\$ -	\$ -

PURCHASING AGENDA ITEM:

BOARD MEETING DATE:
November 24, 2008

Title: Literacy Materials for Campuses

Administration recommendation: It is recommended that the Board approve contracts to Benchmark Education, Greenwood- Heinemann Classroom, Pacific Learning, Scholastic and National Geographic for the purchase of Literacy Materials.

Authority for this action: Policy CH (Local) requires the Board of Trustees to approve contracts greater than \$25,000.00.

These suppliers conform to Texas Education Code, Sub. Chapter B of Section 44.031 as Sole Source Suppliers

Plan addressed: The purpose of the materials is to ensure that schools have sufficient choices from which to equip their classrooms with literacy materials for students who need additional support. These leveled, multi-genre materials are intended to support differentiated reading instruction for struggling readers. This plan will enrich student learning by offering students a means to access content area reading at the students' instructional reading levels.

Campuses purchase literacy materials throughout each school year for use in language arts, science, social studies, and mathematics classrooms. These purchases often cross budget years as they are purchased through a number of different funding sources: federal funds, local funds, PTA funds, and other grant award funds. While the vendors from which campuses typically order materials are predictable, the amounts campuses may have available to spend on them during a school year are less.

Board of Trustees approval of a maximum amount to be spent with certain vendors without the specificity of particular budget numbers will significantly support the instructional problems at campuses. The purchase of materials would always be subject to a campus or program director having funds available to purchase the materials. This approval would ensure that campuses have a smooth and efficient process in place when they are ready to make such purchases.

Random samplings of additional vendors that may be used but not limited to include: Capstone Press, Saddleback, Blue Willow Books, Pacific Learning, Weekly Reader, People's Publishing and Richardson Books.

Background: Based on research, if students are not given the opportunity to practice reading and comprehending at their correct level of difficulty, their reading skills diminish.

Impact of this action: The primary impact of these materials will be to raise academic performance for each student to a level of mastery by providing scaffolding support through differentiated instruction in Language Arts and Content area classes. The project will advance and enrich student performance in alignment with state and national standards.

Finally, the literacy libraries will provide students with access to a variety of resources to support the curriculum in social studies and science.

Budget information: These funds will be disbursed from General, Title, and Grant Funds, campus supply budgets provided for this purpose. This is a multi-year contract that will cover portions of the 2008/2009 and the 2009/2010 fiscal years. Individual requisitions are not approved by the Purchasing Department without sufficient funds available in the individual department/campus budgets. The estimated annual expenditure for these contracts is \$302,770.00 to be allocated by accounts as follows:

<u>Budget Codes:</u>	<u>08/09 Budget</u>
199.11.6329.00.XXX.9.XX.0.XX (Gen. funds books)	\$ 14,330.34
1.1444.630.0.042 (Language Arts Activity Account)	\$ 100.00
199.11.6391.00.XXX.9.XX.0.XX (Gen. funds materials/supplies)	\$1,437,846.05
199.XX.6325.00.XXX.9.XX.0.XX (Gen. funds Magazines/periodicals)	\$ 58,910.65
199.12.6329.00.104.8.99.0.04 (General Library Books)	\$ 1,600.00
211.11.6325.00.XXX.9.24.0.00 (Title I magazines/periodicals)	\$ 6,972.83
211.11.6329.00.XXX.9.XX.0.XX (Title I funds books)	\$ 63,711.82
211.13.6391.RR.XXX.9.24.0.00 (Title I Reading Recovery)	\$ 686.00

211.11.6391.00.XXX.9.24.0.00 (Title I supplies/materials)	\$ 344,559.92
411.11.6397.00.113.9.11.0.00 (Technology Software)	\$ 2,384.00
485.11.6391.PA.XXX.9.11.0.00 (PTA funds materials/supplies)	\$ 22,651.06
498.XX.6329.00.XXX.9.XX.0.00 (Focus Impact Grant Books)	\$ 2,326.80
428.11.6391.00.005.9.24.0.00 (Focus Impact Grant Supplies)	\$ 2,000.00
404.11.6329.AR.965.9.24.0.00 (Grant Accelerated Reading)	\$ 2,062.99

*Expenditures will cross over into the 2009/2010 School Year.

Monitoring and reporting
timeline:

Campuses order materials throughout the school year.

Resource personnel:

Jennifer Blaine, Ed. D., Associate Superintendent for
Curriculum & Instruction

Diane Fanning., Director of Language Arts

Eloise Hambright-Brown, Ed. D., Director for Federal &
External Funding Compliance

David Sablatura, Spring Oaks MS

Stefanie Roach, Hunters Creek

Jim Felle, Bear Blvd.

Anik Watson, Memorial Dr. Elem.

Kay Kennard, Westwood

Lisa Weir, Memorial MS

Mary Lou Davalos, Housman

Randolph Adami, Northbrook HS

Neda Scanlan, Woodview

Alexia Greiner, Pine Shadows

Bob Salek, Spring Branch MS

Gary Henry, Valley Oaks

Robye Snyder, Meadow Wood

Shawn Bird, Spring Forest MS

Karen Liska, Thornwood

Jill Wright, Cornerstone

Lance Stallworth, Spring Woods HS

Luis Pratts, Landrum MS

Sue Bryant, Spring Branch Elem.
Karen Sanders, Terrace
Chris Juntti, Stratford HS
Veleta Madsen, Cedar Brook
Lee Ann Lockard, School of Choice
Suzanne Mercado, Edgewood
Julie Baggerly, Shadow Oaks Elem.
David Rodriguez, Buffalo Creek
Shelley Stalnaker, Frostwood
Sharee Cantrell, Lion Lane

Attachment: Sole source letters

October 16, 2007

To Whom It May Concern:

This letter is to confirm that Benchmark Education Company is the sole source of all of the products and programs offered in Benchmark Education sales literature and 2007 catalog. Benchmark Education Company is also the original creator of all materials and holds all copyrights, other than the fiction titles offered in the Reading Explorers programs and the Classroom Connections Skill Bags.

Benchmark Education Company is also the sole source provider of BEC Professional Development services, as described in the sales literature.

Benchmark Education and its sales representatives are the exclusive source for all products.

Sincerely,



Tom Reycraft
President

TR:dt

October 17, 2007

Dear District or School Purchasers:

This letter shall serve as notification that all *big books, classroom collections, sets, series, packages, and six-pack configurations* are available only by direct purchase from *Heinemann-Raintree Classroom* and are considered "sole source".

Many of the titles are also accompanied by *Teachers' Notes* or *Interactions* that you will receive, or have access to on the *Heinemann-Raintree website*, when purchased directly.

Heinemann-Raintree owns and holds all copyrights for the *Heinemann-Raintree Classroom* titles presently available, and *Heinemann-Raintree* has world-wide distribution rights for all titles in our catalogs.

Your local sales representative may also be able to offer you additional seasonal promotional offers and special packages that are only available direct from *Heinemann-Raintree*.

Should you have any questions or require further information, please contact us.

Yours truly,

Cheri A. Sandlin
Manager, Adoptions/Bids/Contracts
866-720-7683
cheri.sandlin@hil.com



October 11, 2007

To Whom It May Concern:

Pacific Learning, Inc. located in Huntington Beach, California, is the **SOLE SOURCE** for the following line of products –

Partners in Print

Big Cat

Toocool

Connectors

Literacy Power

Pacific Learning After School / Summer School Programs

Pacific Learning Summer Book Club Programs

Splash, Chorrito (Splash – Spanish)

Speak Out! Readers' Theater

Trackers, Trackers – Math

High Fliers – Nonfiction & Fiction

Pacific Learning Bookrooms

As well as the sole providers for the *College of William and Mary Instructional Assessment Tool*, *A Guide to Facilitating Teacher Reflection*, the *Literacy Leader*, and the **Student Growth Monitor**.

Pacific Learning is the sole source distributor in the United States for all of the items listed above.

Please remit all orders to:

Pacific Learning, Inc.

P.O. Box 2723

Huntington Beach, CA 92647

Thank you for your interest in Pacific Learning's products. If you wish to receive additional information, please contact the Pacific Learning office at (800) 279-0737.

Sincerely,

A handwritten signature in black ink, appearing to read "Cindy Peña".

Cindy Peña
Office Manager

Pacific Learning - Federal Tax # 33 0881950



Scholastic Library Publishing
Grolier • Children's Press • Franklin Watts • Grolier Online
90 Old Sherman Turnpike, Danbury, CT 06816, 203-797-3500
www.scholastic.com/librarypublishing

February 1, 2006

RE: SOLE SOURCE STATUS OF GROLIER REFERENCE PRODUCTS

Attached, for your information, is a list of reference books and items that are available exclusively from Scholastic Library Publishing (formerly Grolier Publishing).

Scholastic Library Publishing is the publisher and/or sole source supplier of these reference materials and online services to the school and library market.

Full pricing information may be obtained from your local Scholastic Library Publishing sales representative or from the company directly. Please call 800-621-1115 ext. 4220 for the name and phone number of your local sales representative.

We thank you for your interest in our publications.

Sincerely,

Allison Henderson
Vice President-Finance

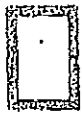
PRINT

African American Biographies
 Amazing Animals 2
 America Speaks
 American Government at Work
 American Scene, The-Events
 American Scene, The-Lives
 Ancient Civilizations
 Animal Families
 Biology Matters!
 Civil War, The
 Colonial America
 Crafts for Kids
 Dress through the Ages
 Earth Science-
 Economics
 Elements (3 Vol. Supplement)
 Elements (Revised and Expanded)
 Encyclopedia Americana
 Endangered Animals
 English Matters!
 Explorers and Exploration
 Extinct Species
 Fiesta! 1
 Fiesta! 2
 Fiesta! 3
 Flags of the World
 Flash Focus
 Frontier America
 Health Matters!
 History of Science
 Industrial Revolution
 Inside a ...
 Lands and Peoples
 Literary Lifelines
 Looking at Art
 Mapping the World
 Materials Science
 Math Matters
 Medieval World
 Nature's Children 1, 2, 3, 4, 5, 6, 7, & 8
 New Book of Knowledge, The
 Nueva Enciclopedia Cumbre
 Peoples of North America
 Physics Matters!
 Plants and Plant Life
 Popular Science, The New Book of
 Pro/Con 1
 Pro/Con 2
 Pro/Con 3
 Pro/Con 4
 Psychology
 Reformation, Exploration and Empire
 Renaissance

Revolutionary War, The
 Riches of the Earth
 Science Activities
 Science Matters!
 Space Science
 Story of Music, The
 Student Encyclopedia, The Grolier
 Timelines of History
 Timelines of Science and Technology
 Under the Microscope: Insects
 Under the Microscope: The Human
 Body
 Under the Microscope: Science Tools
 U.S.A. Fifties
 U.S.A. Sixties
 U.S.A. Twenties
 Visual Science Encyclopedia
 Weather Watch
 World of Animals: Amphibians and Reptiles
 World of Animals: Birds
 World of Animals: Fish
 World of Animals: Insects & Other Invertebrates
 World of Animals: Mammals
 Young Nation, The

ON-LINE

Encyclopedia Americana
 Grolier Multimedia Encyclopedia
 La Nueva Enciclopedia Cumbre
 Lands and Peoples
 New Book of Knowledge, The
 Popular Science, The New Book of
 America the Beautiful



NATIONAL GEOGRAPHIC

School Publishing

Dear Educator:

Thank you for your inquiry about National Geographic School Publishing products.

The National Geographic Society is sole source for the following product lines:

- Windows on Literacy Books
- Windows on Literacy Big Books
- Reading Expeditions Books
- Reading and Writing Workshops
- Theme Sets
- GeoKits
- Map Essentials
- Video Duplication (Limited & Unlimited)
- Videostreaming
- National Geographic Explorer! (magazine).

These products can not be purchased through any other distributor or reseller.

If you have any questions regarding product distribution, please do not hesitate to call me at (800) 638-6400 x7329, or contact me via e-mail at rkavanag@ngs.org. Thank you for your interest in National Geographic School Publishing products.

Sincerely,

Rose Kavanagh
Contracts Administrator
NGSD, LLC
School Publishing Division

PURCHASING AGENDA ITEM:

BOARD MEETING DATE:
November 24, 2008

Title: Math Instructional Software

Administration recommendation: It is recommended that the Board approve a contract to ExploreLearning Gizmos for a subscription to math instructional software for all high school students.

Authority for this action: Policy CH (Local) requires that the Board of Trustees approve contract awards greater than \$25,000.00.

The vendor conforms to Texas Education Code, Sub Chapter B of Section 44.031 as a Sole Source Supplier.

Plan addressed: These interactive math and science application applets both support high school math and science classroom instruction during the regular day schedule and provide students with an online resource from home. Gizmos is easily integrated into the ActivClassroom and supports innovative instruction practices.

Grades 9-12 students at Memorial High, Northbrook High, Spring Woods High, Stratford High, Westchester Academy, and School of Choice will use this program during the 08-09 school year.

Background: ExploreLearning Gizmos educational software is a non-language based math instructional program. It helps students build vivid pictures of science concepts and math number concepts and operations before adding in the linguistic component. It has proven to be highly successful with all students, including second language and special needs students.

Impact of this action: Instruction for the high school students will be included in everyday instruction and may be supplemented with lab instruction time. The program is also appropriate for after school interventions.

Budget information:

These funds will be disbursed from College Bound Grant/Software provided for this contract. Individual requisitions are not approved by the Purchasing Department without sufficient funds available in the individual department/campus budgets.

The subscription includes access by every teacher of math, science, or both, whether they teach one student, one period, or a full load, and every student grades 9-12 in every math and science class whether at home, school or anywhere there is internet access. The subscription runs 24/7/365 beginning December 1, 2008 through November 30, 2009 (or start date specified).

The estimated total expenditure for these materials is approximately \$44,366.00.*

<u>Budget Codes (by campus):</u>	<u>Budget 08-09</u>
428.11.6397.00.001.9.19.0.00	\$9,950.00 (Gr. 9-12)
428.11.6397.00.005.9.19.0.00	\$9,950.00 (Gr. 9-12)
428.11.6397.00.003.9.19.0.00	\$9,950.00 (Gr. 9-12)
428.11.6397.00.006.9.19.0.00	\$9,950.00 (Gr. 9-12)
428.11.6397.00.012.9.19.0.00	\$1,698.00 (Gr. 9-12)
428.11.6397.00.014.9.19.0.00	\$2,868.00 (Gr. 9-12)

(College Bound Grant/Software)

This contract will cover portions of the 2008/2009 and 2009/2010 fiscal years.

Monitoring and reporting timeline:

Student progress will be monitored through benchmarks for grades 9-12, and through released tests and the actual TAKS tests for grades 9-12.

Resource personnel:

Jennifer Blaine, Ed.D., Associate Superintendent,
Curriculum & Instruction
Ann Worley, Director of Mathematics, PreK-12

Attachment:

Sole source letter



Explore Learning

TO WHOM IT MAY CONCERN:

This letter confirms that ExploreLearning, a business unit of Voyager Expanded Learning, Inc. (FEIN 38-3724764, DUNS 92-634-0886), is the sole source for:

1. ExploreLearning.com online subscription services of Math and Science Gizmos™ available at www.ExploreLearning.com
2. Associated Professional Development and training

You may FAX your order:
434-220-1484

You may MAIL your order:
P.O. Box 2185
Charlottesville VA 22902

For more information, please contact us directly at
sales@ExploreLearning.com or 434-293-7043, option 2.

Sincerely,

The ExploreLearning Team

Liz Wolfgruber 11/10/2008

About ExploreLearning

ExploreLearning Gizmos are award-winning interactive online simulations that drive conceptual understanding of math and science in grades 3-12. ExploreLearning.com subscriptions give teachers and students access to the entire library of over 400 Gizmos.

Gizmos are:

- Based on research-proven instructional strategies.
- Complete with inquiry-based lessons, assessment and reporting.
- Correlated to state and national standards and the leading textbooks.
- Perfect for use in a computer lab, in small groups, or in whole group instruction using a projector or interactive whiteboard.

PURCHASING AGENDA ITEM

BOARD MEETING DATE:
November 24, 2008

Title: Contract with Sharon Azar, Inc.

Administration recommendation: It is recommended that the Board approve the contract with Sharon Azar for professional services.

Authority for this action: Policy CH (Local) requires the Board of Trustees to approve contracts greater than \$25,000.00.

Plan addressed: Ms. Azar will provide technical assistance and staff development to support the delivery of quality services to students with disabilities in inclusive settings. The primary focus will be to enhance the effectiveness of the co teach model and provide both general education and special education teachers strategies designed for on-grade level instruction.

Background: Provide support to district special education personnel and consultation services.

Impact of this action: The approval of a contract with Sharon Azar will enable SBISD to support the District's Special Education programs and enhance the effectiveness of special education personnel in meeting the needs of students with disabilities.

Budget Information: These funds will be disbursed from Special Education, IDEA-B Fund, contract services budget provided for this purpose. Individual requisitions are not approved by the Purchasing Department without sufficient funds available in the individual department/campus budgets. The estimated annual expenditure for this contract is \$47,500.00 to be allocated as follows:

Budget Code:	
224.11.6219.00.038.9.23.0.00	\$47,500.00
	<u>08-09 IDEA-B Budget</u>
224.XX.6219.00.XXX.9.23.0.00	\$599,816.60

Monitoring and reporting timeline: 2008-2009 School Year

Resource Personnel: Jennifer Blaine, Ed. D., Associate Superintendent for Curriculum and Instruction
Deborah Darmer, Director of Special Education

Attachment: Contract for Consultant or Professional Services

Professional Services Contract

Consultant Name or Name of Company:
Sharon Azar

Term: This contract is effective as of October 1, 2008 and shall continue in effect until June 30, 2009, (Article I)

Purpose: SBISD agrees to retain consultant and consultant agrees to provide services to SBISD, i.e.: Provide instructional planning and delivery of instruction at assigned campus in inclusion settings and co-teach. In addition will be providing staff development and technical assistance as needed. Article III)

\$47,500.00
Compensation: SBISD agrees to pay Consultant an estimated amount not to exceed ~~\$20,000.00~~ (estimated ³⁸ 16 days at \$1250/day) including reasonable expenses (if applicable) payable during the term. This estimate should not be construed to be a guarantee of either minimum or maximum services as purchases/contracts are dependent upon need and available funding. Contract cannot exceed this amount without prior SBISD written approval. (Article VII)*

Conflict of Interest: Consultant shall note any and all relationships that might be a conflict of interest and include such information with the contract. (Article VIII)

Consultant acknowledges receipt and agrees to the terms and condition as outlined in the SBISD Professional Services Contract.
Consultant Name: Sharon Azar

Signature: *Sharon Azar* Date: 9-26-08

Address: Fournamnet Dr. City, State, Zip: Houston, TX 7

Social Security # _____ EIN# _____

Telephone # 1-409-6 Fax# _____

Email: sharonazar@sbcglobal.net Cell # 409-658-

The Administrator affirms by signing this contract that they have no knowledge of conflict of interest with this transaction.

Principal/Department Head Name & Location: Spring Branch Support Center
Deborah Danner, Director of Special Ed

Signature: *Deborah Danner* Date: 9/30/08

Telephone # 713-365-4795 Fax# 713-365-4234

*Contracts over \$10,000 warrant Director of Purchasing signature, prior to execution and authorizing services:

[Handwritten Signature]
10/12/08

PURCHASING AGENDA ITEM

MEETING DATE:
November 24, 2008

Title: Contract with Specialized Assessment and Consulting, LLC

Administration recommendation It is recommended that the Board approve the contract with Specialized Assessment and Consulting, LLC. for professional services.

Authority for this action: Policy CH (Local) requires the Board of Trustees to approve contracts greater than \$25,000.00.

Plan addressed: Specialized Assessment and Consulting, LLC will provide the services of Roniesha Parish who will perform the duties of Campus Instructional Specialist at Northbrook High School. The essential functions of this position include but are not limited to: providing leadership in the ARD (Admission, Review and Dismissal) process, assisting in the development of IEP's (Individual Education Plan), facilitating ARD's , interpreting assessment data, collaborating with building administrators in meeting the instructional needs of students and other duties as described in the Job Description of the Secondary Campus Instructional Specialist.

Background: It is necessary to contract with Specialized Assessment and Consulting, LLC due to the resignations of three secondary Campus Instructional Specialists during the first month of school. Although applications were reviewed and interviews held, no viable candidates were found for this position at Northbrook High School. Roniesha Parish, who is under contract with Specialized Assessment and Consulting, LLC, displays the necessary skills and professionalism to fulfill the role of the Campus Instructional Specialist at Northbrook High School.

Impact of this action: The approval of a contract Specialized Assessment and Consulting, LLC will enable SBISD to support the District's Special Education programs and enhance the effectiveness of special education personnel in meeting the needs of students with disabilities.

Budget Information:

These funds will be disbursed from Special Education, IDEA-B Fund, contract services budget provided for this purpose. Individual requisitions are not approved by the Purchasing Department without sufficient funds available in the individual department/campus budgets. The estimated annual expenditure for this contract is \$76,500.00 to be allocated as follows:

Budget Code:

224.31.6219.00.964.9.23.0.00 - \$76,500.00

08-09 IDEA-B Budget

224.XX.6219.00.XXX.9.23.0.00 \$599,816.60

Monitoring and reporting timeline:

2008-2009 School Year

Resource Personnel

Jennifer Blaine, Ed. D., Associate Superintendent for Curriculum and Instruction
Deborah Darmer, Director of Special Education

Attachment:

Contract for Consultant or Professional Services

Vendor # 59655
Reg # 46198

Specialized Assessment & Consulting, LLC

Term: This contract is effective as of October 8, 2008 and shall continue in effect until June 30, 2009, (Article I)

Ronisha Cleared 10/11/08

Purpose: SBISD agrees to retain consultant and consultant agrees to provide services to SBISD, i.e.: Provide consultant, Ronisha Parish, to perform the duties of Campus Instructional Specialist at Northbrook High School. The essential functions of this position include but are not limited to: providing leadership in the ARD process, assisting in the development of IEP's, facilitating ARD's, interpreting assessment data, collaborating with building administrators in meeting the instructional needs of students, and other duties as described in the Job Description of the Secondary Campus Instructional Specialist. (Job Description is attached) (Article III)

dl 76,500.00 Compensation: SBISD agrees to pay Consultant an estimated amount not to exceed ~~\$20,000.00~~ (\$300/day for an estimate of ~~48~~ days) including reasonable expenses (if applicable) payable during the term. This estimate should not be construed to be a guarantee of either minimum or maximum services as purchases/contracts are dependent upon need and available funding. Contract cannot exceed this amount without prior SBISD written approval. (Article VII)*

Conflict of Interest: Consultant shall note any and all relationships that might be a conflict of interest and include such information with the contract. (Article VIII)

Consultant acknowledges receipt and agrees to the terms and condition as outlined in the SBISD Professional Services Contract.

Consultant Name: Specialized Assessment & Consulting, LLC

Signature: Ellen Stack Date: 10-7-08

Address: 17410 Hamewood Dr. City, State, Zip: Houston, TX

Social Security # N/A BIN# _____

Telephone # 281-814-_____ Fax# 281-345-_____

Email: www.sacllc.net estack@sacllc.net Cell # 713-677-_____

The Administrator affirms by signing this contract that they have no knowledge of conflict of interest with this transaction.

Principal/Department Head Name & Location: Deborah Danner, Director of Sp Ed@SBSC

Signature: Deborah Danner Date: 10/8/08

Telephone # 713-365-4795 Fax# 713-365-4234

*Contracts over \$10,000 warrant Director of Purchasing signature, prior to execution and authorizing services:

C:\Documents and Settings\Ellen Stack\Local Settings\Temporary Internet Files\Content.Outlook\XWBSERMW\Specialized Assesment and Consulting LLC-SBISD Professional Services Co.doc/dp Rev. 09/01/07

PURCHASING AGENDA ITEM:

BOARD MEETING DATE:
November 24, 2008

Title: Renewal of the Annual Contract for Glass, Repairs and Installation Services

Administration recommendation: It is recommended that the Board approve the renewal of a contract to Binswanger Glass and J.C. Glass Inc. for the purchase of Glass, Repairs and Installation Services.

Authority for this action: Policy CH (Local) requires the Board of Trustees to approve bid/proposal awards greater than \$25,000.00.

Plan addressed: To provide the highest quality glass products and to have access to both a repair and installation vendors. These products and services provide for the safety and esthetics of District properties and various projects.

This will be the first renewal of contract #8482P, which was originally approved on November 26 2007. This contract will have the option to renew annually for one (1) additional year.

Background: Due to the devastating effects of Hurricane Ike, the necessity for the repair and installation of glass increased causing the actual expenditures for this contract to exceed the originally estimated amount by \$11,253.00.

Expenditure History for 2007/2008:

The original contract amount was	\$30,000.00
Binswanger Glass	\$41,253.30
J C Glass Inc	\$ 00.00
Total Expenditures	\$41,253.30

Impact of this action: Suppliers will have available components necessary for the maintenance of buildings and associated equipment.

Budget information: These funds will be disbursed from the General Fund, Maintenance Building and Supplies Budget provided for this purpose. This is a multi-year contract that will cover the 2008/2009 and the 2009/2010 fiscal years. Individual requisitions are not approved by the Purchasing Department without sufficient funds available in the individual department/campus budgets. The estimated annual expenditure for the contract is \$50,000.00 to be allocated by account as follows: *

Budget Code:

199.51.6316.48.971.X.99.0.71
(General Fund/Building Supplies/Maintenance)

	<u>08/09 Balance</u>
199.51.6316.48.971.X.99.0.71	\$20,387.97

*Expenditures will cross over into the 2009 - 2010 budget.

Monitoring and reporting timeline: This contract will be reviewed annually by the Maintenance resource personnel.

Resource personnel: Ruben Reyes, Associate Director of Operations
Vinod Bahl, Director of Maintenance
Alberto Tamez, Maintenance Supervisor

Attachments: None

PURCHASING AGENDA ITEM:

BOARD MEETING DATE:
November 24, 2008

Title: Contract for Industrial Supplies

Administration recommendation: It is recommended that the Board of Trustees approve contracts to Grainger Industrial Supply and Alamo Iron Works for the purchase of industrial supplies.

Authority for this action: Policy CH (Local) requires the Board of Trustees to approve contracts greater than \$25,000.00.

The Spring Branch Independent School District Board of Trustees approved, by resolution, the district's participation in both the TASB sponsored BuyBoard and the Region IV Texas Cooperative Purchasing Network (TCPN) Contracts.

Plan addressed: To improve efficiency in supplying Maintenance Repairs Operations (MRO) products. To provide reduced costs of acquisition and possession of MRO products; establish better communications with vendors; improve delivery of materials; while providing safe, clean, well-maintained and comfortable facilities.

Background: The Maintenance Department continually strives to improve efficiency and lower administrative costs. This contract will allow the Maintenance Department to purchase industrial supplies, i.e. gloves, plywood, nails, fasteners, ceiling tiles and grids, and specialty items.

Impact of this action: To support the District's continuing efforts to optimize resources and improve productivity.

Budget information: These funds will be disbursed from the General Fund Maintenance Parts Warehouse Inventory account in the budget provided for this contract. This is a multi-year contract and will cover portions of the 08/09 and 09/10 school years. Individual requisitions are not approved by the Purchasing Department without sufficient funds being available in the individual departmental/campus budgets. The estimated annual expenditure for this contract is \$150,000.00 to be allocated by account as follows: *

Budget Code:

199.00.1316.00.000.9.00.0.00
(General Fund/Inventory Account)

199.51.63XX.00.XXX.9.99.0.XX

08/09 Balance
\$894,282.35

* Expenditures will cross over into the 2009-2010 budget.

Monitoring and reporting
timeline:

This contract will be reviewed annually.

Resource personnel:

Ruben Reyes, Associate Superintendent of Operations
Vinod Bahl, Director of Maintenance
Shari Lemley, Warehouse Foreman

Attachments:

None

PURCHASING AGENDA ITEM

BOARD MEETING DATE:
November 24, 2008

Title: Contract Extension for JCI Metasys System

Administration recommendation: It is recommended that the Board of Trustees approve a contract extension to Johnson Controls Inc. for the Metasys Energy Management System.

Authority for this action: Policy CH (local) requires the Board of Trustees to approve contract awards greater than \$25,000.00.

The vendor conforms to Texas Education Code, Sub Chapter B of Section 44.031 as a Sole Source Supplier.

Plan addressed: Maintain and control consistent environments throughout the district.

This contract extension will be for six (6) months for the renegotiation of a new contract.

Background: Service agreement requires Johnson Controls to provide on-site technician to operate and manage the District's Metasys Energy Management System on all campuses.

Impact of this action: Maintain the energy management systems within SBISD.

Budget information: These funds will be disbursed from the General Fund, contracted services and Maintenance Department budget provided for this purpose. Individual requisitions are not approved by the Purchasing Department without sufficient funds available in the individual department/campus budgets. The estimated expenditure amount of this contract is \$95,057.00 to be allocated by account as follows:

Budget code:

199.51.6259.00.XXX.X.99.0.93
(Gen. Fund/Contracted/Maintenance)

	<u>08/09 Balance</u>
199.51.6259.00.XXX.X.99.0.93	\$137,471.50

Monitoring and reporting
reporting timeline:

Contract compliance, vendor performance and
support services will be monitored regularly. .

Resource personnel:

Ruben Reyes, Associate Director of Operations
Vinod Bahl, Director of Maintenance
Richard Skalski, Project Manager, Planning & Construction

Attachments:

Sole source letter

Spring Branch Independent School District
Purchasing Department
1031 Witte Rd., Building E
Houston, TX 77055-6016

Attention:

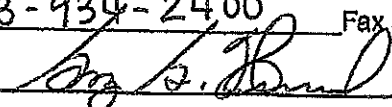
Subject: Confirmation of Sole Source Compliance by Vendor

Texas Education Code Subchapter B., Sec. 44.031

- (j) Without complying with Subsection (a), the board of trustees of a school district may purchase an item that is available from only one source, including:
- (1) an item for which competition is precluded because of the existence of a patent, copyright, secret process, or monopoly;
 - (2) a film, manuscript, or book;
 - (3) a utility service, including electricity, gas, or water; and
 - (4) a captive replacement part or component for equipment.
- (k) The exceptions provided by Subsection (j) do not apply to mainframe data-processing equipment and peripheral attachments with a single-item purchase price in excess of \$15,000.

We have carefully reviewed the Texas Education Code Subchapter B., Sec. 44.031 and hereby certify that we meet and comply with Sections (j) and (k) of the aforementioned code for the sale of

We further certify that pricing offered to SBISD is the lowest pricing available to similar customers.

Company JOHNSON CONTROLS, INC.
Address 10644 W. LITTLE YORK, Suite 200
Address Houston, TX 77041
Telephone No. 713-934-2400 Fax No. 713-934-7861
Authorized Signature 
Title Service Operations Manager
Date 11-3-08

PURCHASING AGENDA ITEM:

BOARD MEETING DATE:
November 24, 2008

Title: Renewal of the Annual Contract for Lock Sets and Related Door Hardware

Administration recommendation: It is recommended that the Board approve the renewal of contracts to Fairway Supply and Stanley Best Access Systems for the purchase of lock sets and related door hardware.

Authority for this action: Policy CH (Local) requires the Board of Trustees to approve bid/proposal awards greater than \$25,000.00.

The vendor conforms to Texas Education Code, Sub Chapter B of Section 44.031 as a Sole Source Supplier.

Plan addressed: To provide the highest quality lock sets and door hardware which provide a master keying system for the district. This system contributes to the district's continuing efforts to provide occupant safety and security, while maintaining accessibility by authorized maintenance and security personnel.

This will be the first renewal of contract #8483P, which was originally approved on November 26, 2007. This contract will have the option to renew annually for one (1) additional year.

Background: SBISD has a combination of locksets and related door hardware at various district facilities. In addition, the district provides Stanley locksets that are purchased from one source.

Expenditure History for 2007/2008:

The original contract amount was	\$30,000.00
Fairway Supply	\$ 6,367.69
Stanley Best Access	\$ 8,534.80
Total Expenditures	\$14,902.49

Impact of this action: To improve the safety, security and maintenance accessibility at each campus and department location. This contract will allow the Maintenance Department to purchase lock sets and related door hardware at the best price available while maintaining standardization and maintaining compatibility with existing security systems.

Budget information: These funds will be disbursed from the General Fund, Maintenance Building and Supplies Budget provided for this purpose. This is a multi-year contract that will cover the 2008/2009 and the 2009/2010 fiscal years. Individual requisitions are not approved by the Purchasing Department without sufficient funds available in the individual department/campus budgets. The estimated annual expenditure for the contract is \$30,000.00 to be allocated by account as follows: *

Budget Code:

199.51.6316.48.971.X.99.0.71
(General Fund/Building Supplies/Maintenance)

	<u>08/09 Balance</u>
199.51.6316.48.971.X.99.0.71	\$20,370.52

*Expenditures will cross over into the 2009 - 2010 budget.

Monitoring and reporting timeline: This contract will be reviewed annually by the Maintenance resource personnel.

Resource personnel: Ruben Reyes, Associate Director of Operations
Vinod Bahi, Director of Maintenance
Jose Luis Galvan, Maintenance Supervisor

Attachments: None

PURCHASING AGENDA ITEM:

BOARD MEETING DATE:
November 24, 2008

Title: Annual Contract for Outsourced Electrical Services

Administration recommendation: It is recommended that the Board of Trustees approve contracts to ALEC Inc., James H. Guynes Electrical Co. Inc., Turner Electrical Services Co., and Stage Light Inc., for the purchase of outsourced electrical services.

Authority for this action: Policy CH (Local) requires the Board of Trustees to approve proposal awards greater than \$25,000.00.

Plan addressed: Maximize the response time to improve efficiency in supplying electric maintenance and repairs services. To provide reduced costs; improve delivery of services; while providing safe, well-maintained and comfortable facilities. These contracts will allow the Maintenance Department to purchase these services from full line Electrical distributor/service companies, at set rates for the best price and in a timely manner to support campuses and essential District operations.

Background: SBISD requires a wide variety of electrical supplies and related services for the maintenance of schools and administrative campuses. Unanticipated projects require specialty expertise, permits, personnel and specialized equipment which may not be readily available in the District and the unavailability would disrupt the normal conduct of classes and/or essential operations.

Impact of this action: The suppliers are broad based in terms of supplies, heavy equipment and master electricians that are accustomed and trained to facilitate repairs with the high voltages and currents that are often required for this type of unforeseen maintenance of buildings and related high voltage equipment.

Budget information:

These funds will be disbursed from the General Fund, Electrical Services budget provided for this purpose. Individual requisitions are not approved by the Purchasing Department without sufficient funds available in the individual department/campus budgets. This is a multiyear contract which covers portions of the 2008/2009 and 2009/2010 school years. The estimated annual expenditures for this contract is approximately \$60,000.00 to be allocated as follows: *

Budget Code:

199.51.6247.43.971.X.99.0.71
(General Fund/Contracted Services Misc/Maintenance)

	<u>2008/2009 Budget</u>
199.51.6247.43.971.9.99.0.71	\$27,239.66

*Expenditures will cross over into 2009/2010.

Monitoring and reporting timeline:

This contract will be reviewed annually.

Resource personnel:

Vinod Bahl, Director of Maintenance
Winston Brast, Electrical Maintenance Supervisor

Attachment:

Proposal Tabulation 8751P

SPRING BRANCH I.S.D.		PROPOSAL TABULATION				PROPOSAL NO: 8751P	
PROPOSALS ON: Annual Contract for Outsourced Electrical Services (Re-Bid)		Staff Member Requesting This Item: Vinod Bahl, Director of Maintenance				PROPOSAL DATE: October 16, 2008	
Item	Description	EST. QTY.	Turner Electrical Services	Stage Light Inc.	James Guynes Electrical	Alec Inc.	
8.1.0	Standard Service truck with Journeyman Electrician						
	Hourly Regular Rate		\$50.00	N/A	75.00	67.60	
	Hourly Overtime Rate		\$75.00	N/A	112.50	101.40	
8.1.1	Service truck with Journeyman and Apprentice Electrician						
	Hourly Regular Rate		\$80.00	N/A	90.00	104.31	
	Hourly Overtime Rate		\$120.00	N/A	135.00	156.47	
8.1.2	80' bucket truck with an experienced operator						
	Hourly Regular Rate		\$85.00	N/A	90.00	85.00	
	Hourly Overtime Rate		\$110.00	N/A	135.00	127.50	
8.1.3	75' 2-man bucket truck with an experienced operator						
	Hourly Regular Rate		\$95.00	N/A	N/A	N/A	
	Hourly Overtime Rate		\$120.00	N/A	N/A	N/A	
8.1.4	15 ton boom truck with an experienced operator						
	Hourly Regular Rate		\$90.00	N/A	N/A	N/A	
	Hourly Overtime Rate		\$115.00	N/A	N/A	N/A	
8.2.0	ELECTRICAL SERVICES REQUIRED						
8.2.1	Repairs and Troubleshooting under and over 600 VAC Services for both 1 and 3 Ø circuits		Can	Install of dimming Theatricaly	Can	Can	
8.2.2	Remodeling under & over 600 VAC Services for both 1 and 3 Ø circuits		Can	N/A	Can	Can	
8.2.3	Service upgrades, services for new and relocated portable buildings Services for both 1 and 3 Ø circuits		Can	Can not	Can	Can	

SPRING BRANCH I.S.D.		PROPOSAL TABULATION			PROPOSAL NO: 8751P	
PROPOSALS ON: Annual Contract for Outsourced Electrical Services (Re-Bid)		Staff Member Requesting This Item: Vinod Bahi, Director of Maintenance			PROPOSAL DATE: October 16, 2008	
Item	Description	Turnex Electrical Services	Stage Light Inc.	James Guynes Electrical	Alec Inc.	
EST. QTY.						
8.2.4	Repairs and maintenance on pole lighting up to 100 feet high	Can (+50)	Can Not	Can Not	Can Not	
	Provided at the Hourly Regular Rate	Yes				
	Provided at Hourly Overtime Rate	Yes			No	
8.3.0	Would SBISD Maintenance Dept be allowed to provide some materials yes/no	Yes	Acceptable	Acceptable	Acceptable	
8.4.0	Is Contractor Pricing based on a minimum number of hours?	Yes	No	No	No	
8.4.1	If Yes, what are the min. hours?	2 hours		Yes		
8.5.0	Does the Contractor Pricing include travel time?	No	Yes	Yes	No	
8.5.1	Travel time charges, per hour	N/A	\$25.00	75.00		
8.6.0	Additional Charges	N/A	110.00 per hour Service rate	N/A	N/A	
	Master Electrician					
	Hourly Regular Rate	\$75.00	Maint. \$110.00	75.00	100.00	
	Hourly Overtime Rate	\$95.00	\$165.00	112.50	150.00	
	Sundays and Holidays	N/A	\$165.00	112.50	200.00	
	Journeyman Electrician					
	Hourly Regular Rate	\$50.00	N/A	75.00	N/A	
	Hourly Overtime Rate	\$75.00	N/A	112.50	N/A	
	Sundays and Holidays	N/A	N/A	112.50	N/A	

SPRING BRANCH I.S.D.		PROPOSAL TABULATION				PROPOSAL NO: 8751P
PROPOSALS ON: Annual Contract for Outsourced Electrical Services (Re-Bid)		Staff Member Requesting This Item: Vinod Bahl, Director of Maintenance				PROPOSAL DATE: October 16, 2008
Item	Description	EST. QTY.	Turner Electrical Services	Stage Light Inc.	James Guynes Electrical	Alec Inc.
	Apprentice Electrician					
	Hourly Regular Rate		\$32.00	N/A	N/A	36.71
	Hourly Overtime Rate		\$48.00	N/A	N/A	55.06
	Sundays and Holidays		\$48.00	N/A	N/A	73.42
	Mark-Up on Materials	%	20%	30%	20%	25%
	Mark-Up on Equipment	%	20%	30%	15%	25%
	After Hours: Emergency Calls					
	Minimum Number of Hours		2hrs	None	2hrs	2 hrs
	Hourly Rate		\$48.00	\$165.00	None provided	101.40
	Response time for Emergencies	Hrs.	30 min to 1 hr	2hrs	2hrs	72 hrs
	Number of Days for Delivery		ASAP 3 days	7- 21 days	No Bid	No Bid

Charge to Budget Code: 199.51.6247.43.971.9.99.0.71

Estimated Contract Amount: \$60,000.00

Requests for proposals were sent to the following:

- Alec, Inc
- Central Electric
- Guynes Electric, Co
- Highlights Electrical
- Mid-West Electric Inc.
- Pollock Summit
- Schill Electric Co
- Stagelight, Inc.
- TekPlan Solutions
- Texan Electric Company
- Turner Electric Co. Inc.
- Young Electrical Services

PURCHASING AGENDA ITEM:

BOARD MEETING DATE:
November 24, 2008

Title: Annual Contract for Outsourced Heating, Ventilation, Air Conditioning Services (HVAC)

Administration recommendation: It is recommended that the Board of Trustees approve contracts to multiple vendors for the repair, replacement, and maintenance services needed for HVAC Services.

Authority for this action: Policy CH (Local) requires the Board of Trustees to approve bids/proposals greater than \$25,000.00.

Plan addressed: With this approval the Maintenance Department will be able to provide HVAC service that is beyond the capabilities of the SBISD Maintenance Mechanical Section technicians from multiple service vendors. It is the intention of SBISD to establish an Annual Contract with a qualified vendor for energy efficient heating, cooling, ventilation, and air conditioning equipment, including installation, retrofitting and maintenance of public buildings.

Background: Due to aging in SBISD Heating, Ventilation, Air Conditioning equipment, immediate support, repair and replacement is required to meet the welfare of students and faculty.

Impact of this action: To support the District's continuing efforts to provide quality district infrastructure. Non-approval of this contract will handicap the Maintenance Department to meet the needs of the district causing disruption to student curriculum and campus environment.

Budget information: These funds will be disbursed from the General Fund, Contracted Services, Maintenance budget provided for this purpose. This is a multi-year contract that will cover portions of the 2008/2009 and 2009/2010 budget years. Individual requisitions are not approved by the Purchasing Department without sufficient funds being available in the individual department/campus budgets. The estimated annual expenditure for this contract is approximately \$175,000.00 to be allocated to accounts as follows: *

Budget Code:
199.51.6247.42.971.9.99.0.71
(General Fund/Contract Services/Maintenance)

	<u>08/09 Budget</u>
199.51.6247.42.971.9.99.0.71	\$175,000.00

* Expenditures will cross over into 2009/2010.

Monitoring and reporting timeline: Vendor services under this contract will be monitored for performance by Maintenance personnel.

Resource personnel: Vinod Bahl, Director of Maintenance
Ernest Palomo, Mechanical Section Supervisor

Attachments: Proposal Tabulation # 8750P

PROPOSAL TABULATION

SPRING BRANCH I.S.D.

PROPOSALS ON: Annual Contract for Outsourced HVAC Services		Staff Member Requesting This Item: Vinod Bahl, Director of Maintenance				PROPOSAL DATE: October 16, 2008			
Item	Description	EST. QTY.	Air Mechanical & Environmental	A/W Mechanical Services	Energy Efficient Motors & Controls	Gregory Edwards-Johnson Inc.	Switzerband Alk-Joe	TD Industries	TekPlan Solutions-Texas
8.1.0	Standard Service truck with Journeyman Operator								
	Hourly Regular Rate		62.00	75.00	N/A	68.50	630.00-720.00	75.00	65.00
	Hourly Overtime Rate		93.00	110.00	N/A	102.75	1,350.00	Includes 70.00 truck chrg	80.00
8.2.0	TYPES OF HVAC SERVICES REQUIRED								
8.2.1	Repairs and Troubleshooting of Various Manufacturers' Brands								
	Provide Service to various Mfg'r's	yes/no	Yes	Yes	Yes	Yes	Yes	Yes	Yes
8.2.2	Routine Service on Various Mfg'r's Brands of Systems								
	Provide Service to various Mfg'r's	yes/no	Yes	Yes	Yes	Yes	Yes	Yes	Yes
8.2.3	Trouble Shoots and Repairs malfunctions in system remote control software.								
	Can provide service to JCI software	yes/no	Yes	Yes	Yes	Yes	Yes	Yes	Yes
8.2.4	Service upgrades, connecting and disconnecting services for new and relocated portable buildings								
	Services for both 1 and 3 Ø circuits	yes/no	Yes	Yes	Yes	Yes	Yes	Yes	Yes
8.3.0	Would SEISO Maintenance Dept be allowed to provide some materials?								
	yes/no		Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable	Acceptable
8.4.0	Is Contractor Pricing based on a minimum number of hours?	yes/no	Yes	No	No	No	Yes	Yes	No
8.4.1	If Yes, what are the min. hours?		3 hours	N/A	N/A	N/A	2 hours	500 hrs	No Bid
8.5.0	Does the Contractor Pricing include travel time?	yes/no	Yes	Yes	No	No	Yes	Yes	Yes
8.5.1	Travel time charges, per hour	Hourly CH	63.00	5.00	No Bid	No Bid	Hourly Rate	75.00	60.00

PROPOSAL NO: 8750P

PROPOSAL TABULATION

SPRING BRANCH I.S.D.

PROPOSALS ON: Annual Contract for Outsourced HVAC Services		Staff Member Requesting This Item: Vinod Bahl, Director of Maintenance				PROPOSAL DATE: October 16, 2008				
Item	Description	Air Mechanical & Environmental	A/W Mechanical Services	Energy Efficient Motors & Controls	Gregory Edwards, Inc.	Johnson Controls, Inc.	Standard Mechanical, Sys	Switzerbano Air-Jac	TD Industries	TekPlex Solutions-Texas
8.6.0	Additional Comments/Charges	Included in 3 hour minimum	EPA TESTING avl	N/A	No Bid	No Bid	No Bid	No Bid	70.00 truck char	Prior Servicer for SBISD
8.7.0	WARRANTY AND SERVICE: Do you provide warranty and maint. for the items in the bid?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
8.7.1	Address of the nearest facility	None provided	None provided	None provided	None provided	None provided	None provided	None provided	None provided	3798 Westchase Dr Houston, Texas 77042
8.7.2	Name of contact	Thomas Cochran	Dyraline Person	James Willis	Ed May	None Provided	Craig Cannell	Jerry Russell	Carlton Easy	Willy Schumann
	Phone number of contact	936-445-1730	713-869-7594	713-460-3600	713-523-6618	866-862-0459	832-249-1660	979-798-2160	713-939-1986 832-309-4498	713-333-2040
8.7.3	Do you accept collect long distance?	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes
8.7.4	Do you provide technical support via phone?	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes
8.7.5	Number of Warranty Technicians	5	65 employees	8	12.00	70 +	10.00	3.00	14	20
8.7.6	Value of inventory to serve SBISD	50,000.00	N/A	varies	Warranty Parts not kept in inventory	No Bid	25,000.00	No Bid	No Bid	250,000.00
8.7.7	Describe warranty Activation by Dist.	Automatic	Call A/W	N/A	N/A	Purchase Equipment	Call for info	Call	Contact TDI	Call for info
8.7.8	Do you offer extended warranty	Yes	Yes	No	Yes	Yes	Yes	No	Yes	Yes
8.7.9	Discount for extended warranty	Individually priced	Yes	N/A	Yes	0.10	N/A	N/A	Equipment Specific	Scope Dependent
8.7.10	Master HVAC Technician									
	Hourly Regular Rate	62.00	75.00	No Bid	68.50	96.00	78.00	80.00	85.00	60.00
	Hourly Overtime Rate	62.00	110.00	No Bid	102.75	144.00	104.00	98.00	85.00	75.00
	Sundays and Holidays	No Bid	110.00	No Bid	137.00	288.00	129.00	98.00	85.00	75.00

PROPOSAL NO: 8750P

PROPOSAL TABULATION

SPRING BRANCH I.S.D.		Staff Member Requesting This Item:				PROPOSAL DATE:				
PROPOSALS ON: Annual Contract for Outsourced HVAC Services		Vinod Bahl, Director of Maintenance				October 16, 2008				
Item	Description	EST. QTY.	Air Mechanical & Environmental	AW Mechanical Services	Energy Efficient Motors & Controls	Gregory Edwards-Johnson Inc.	Standard Mechanical Sys	Switzerland Air Inc.	TD Industries	TekPlus Solutions Texas
	Journeyman HVAC Technician									
	Hourly Regular Rate		No Bid	68.00	No Bid	66.00	69.00	75.00	75.00	60.00
	Hourly Overtime Rate		No Bid	102.00	No Bid	99.00	92.00	98.00	75.00	75.00
	Sundays and Holidays		No Bid	102.00	No Bid	132.00	114.00	90.00	75.00	75.00
	Tradesman HVAC Technician									
	Hourly Regular Rate		51.00	60.00	No Bid	60.00	60.00	No Bid	No Bid	60.00
	Hourly Overtime Rate		51.00	90.00	No Bid	90.00	80.00	No Bid	No Bid	75.00
	Sundays and Holidays		76.50	90.00	No Bid	120.00	99.00	No Bid	No Bid	75.00
	HVAC Apprentices									
	Hourly Regular Rate		No Bid	42.00	No Bid	45.00	48.00	40.00	No Bid	60.00
	Hourly Overtime Rate		No Bid	63.00	No Bid	45.00	64.00	50.00	No Bid	75.00
	Sundays and Holidays		No Bid	63.00	No Bid	None	79.00	50.00	No Bid	75.00
	Any Other Trades Or Servicemen						Controls Programmer			Security & Fire Alarm
	Hourly Regular Rate			75.00	60.00	No Bid	120.00	No Bid	No Bid	65.00
	Hourly Overtime Rate			110.00	90.00	No Bid	160.00	No Bid	No Bid	75.00
	Sundays and Holidays			110.00	90.00	No Bid	159.00	No Bid	No Bid	75.00
	Mark-Up on Materials	%	15%	1%	15%	25%	43%	45%	No Bid	18%

PROPOSAL NO: 8750P

PROPOSAL TABULATION

PROPOSALS ON: Annual Contract for Outsourced HVAC Services

Item	Description	EST. QTY.	Air Mechanical & Environmental	A/W Mechanical Services	Energy Efficient Motors & Controls	Gregory Edwards Inc.	Johnson Controls Inc.	Standard Mechanical Sys	Switzerland Air, Inc.	TD Industries	TekPlan Solutions - Texas
	Staff Member Requesting This Item:		Vinod Bahi, Director of Maintenance								
	PROPOSAL DATE:		October 16, 2008								
	Mark-Up on Equipment	%	15%	1%	15%	20%	32%	34%	34%	Invoice graduated scale	18%
	After Hours Emergency Calls				1 hr	2 hrs	2 hrs	3 hrs	6 hrs	Invoice graduated scale	3 hrs
	Minimum Number of Hours		2 hrs	2 hrs	1 hr	2 hrs	2 hrs	3 hrs	6 hrs	Invoice graduated scale	3 hrs
	Hourly Rate		93.00	110.00	90.00	103	None given	92	90	75.00-85.00	85.00
	Response time for Emergencies	Hrs.	1 hr	2 hrs	1 hrs	2 hrs	4 hrs	3 hrs	1-3 hrs	2 hrs-4 hrs	4 hrs
	Delivery in Days		No Bid	2 hrs	10-30 days	2 hrs	No Bid	15 days	5 days	30 days	1 day

Requests for proposals were sent to the following:

- A/W Mechanical Services LP
- Air Mechanical & Environmental Control LLC
- Air Quest Mechanical
- American Mechanical Services of Houston LLP
- Bay Insulation of Texas Inc.
- C-Air-S Mechanical LP
- Compressor Products of Houston, Inc.
- Control Air, Inc.
- Envirotech Mechanical LLP
- Fort Bend Mechanical
- Freeze Technology
- Garrett-Callahan Co.
- Gowan
- Gregory-Edwards, Inc.
- Heat & Power Boiler Services, Inc.
- Huntun Trane Services
- HVAC Systems Balancing Interests, Inc.
- Inesco Distributing, Inc.
- Johnson Controls, Inc.
- Kligore Mechanical Inc.
- Lotsof Company
- Linc Service
- Mechony Mechanical & Engory Mgt. Inc.
- Parallax Builders, Inc.
- Precision Hermetics of Texas
- Raven Mechanical LP
- RDI Mechanical
- Secure Comfort Heat & Air Design, LLC
- Southern Mechanical Systems Co.
- Strategic Filtration
- Strategic Filtration, Inc.
- Straus Systems
- Switzerland Air, Inc.
- TD Industries Inc.
- TekPlan Solutions - Texas

Charge to Budget Code: 199.51.6247.42.971.9.99.0.71

Estimated Contract Amount: \$ 175,000.00

It is recommended that this contract be awarded to multiple vendors.

PURCHASING AGENDA ITEM:

BOARD MEETING DATE:
November 24, 2008

Title: Renewal of Annual Contract for Oils and Lubricants

Administration Recommendation: It is recommended that the Board of Trustees approve contract to Ada Resources Inc., Hydrotex, Houston-Pasadena Apache Oil Co., and Matrix Lubricants for the purchase of oils, lubricants and services.

Authority for this action: Policy CH (Local) requires the Board of Trustees to approve bids/proposal awards greater than \$25,000.00.

Plan addressed: The Transportation Department provides facilities and resources for the changing of oil and lubrication of automobiles, trucks and buses in the district's fleet. This proposal also provides for the disposal of oil, oil filters and antifreeze products.

Background: This will be the first renewal for Proposal #8484P. This contract will have the option to renew for one (1) additional year.

Expenditure History for 2007/2008:

The original amount for this contract is \$30,000.00.

ADA Resources	\$ 6,217.70
Hydrotex	\$ 1,547.14
Apache Oil	\$ 4,059.09
Matrix Lubricants	<u>\$16,246.50</u>
Total	\$28,070.43

Impact of this action: To assist the district in the continued goal of maintaining departmental optimum efficiency. To safely dispose of related waste products in order to meet Federal, State and Local rules and regulations in the disposal of oils, filters and antifreeze products.

Budget information: These funds will be disbursed from the General Fund, Transportation Department oils and lubricants budget provided for this purpose. Individual requisitions are not approved by the Purchasing Department without sufficient funds available in the individual department/campus budgets. This is a multiple year contract, which will cover portions of the 2008/2009 and 2009/2010 fiscal years. The estimated annual expenditure for this contract is \$30,000.00, to be allocated by account as follows: *

Budget Code:	
199.34.6311.01.974.X.99.0.74	
(Gen Fund Transportation.-Oils & Lube)	
	<u>08/09 Balance</u>
199.34.6311.01.974.9.99.0.74	\$ 15,392.50

*Expenditures will cross over into the 2009/2010 budget.

Monitoring and reporting timeline: This contract will be reviewed annually.

Resource personnel: Henry Behne, Director of Transportation
Sherri Lawson, Transportation Manager

Attachment: None

PURCHASING AGENDA ITEM

BOARD MEETING DATE:
November 24, 2008

Title: Annual Contract Internet Services-Phase II
(Increased Bandwidth) (100 MB)

Administration recommendation: It is recommended that the Board of Trustees approve a contract with Comcast for the District's second Internet Connection and Micro Integration for hardware.

Authority for this action: Policy CH (Local) requires the Board of Trustees to approve proposal awards greater than \$25,000.00.

Plan addressed: To provide SBISD with a reliable Internet Connection.

Background: SBISD uses AT&T as its current internet service provider. The Board approved a contract for an increase in bandwidth from 40MB to 100MB in July of 2008. Because of the growing demands for online testing and increased usage of the internet, a re-evaluation of bandwidth and failover was conducted. After the evaluation SBISD requested proposals for increasing bandwidth to 200MB. Two proposals were received and based on careful evaluation, Technology Services recommend adding Comcast with a three (3) year contract.

Impact of this action: This contract will continue to provide a high bandwidth, internet connection needed to meet instructional and management needs.

Budget information: These funds will be disbursed from the General, Supplies/Contract Services budget provided for this purpose. Individual requisitions are not approved by the Purchasing Department without sufficient funds available in the individual campus budgets. Total estimated expenditure for this contract is \$48,000 for the first year to be allocated as follows:

Budget code: 09/10 Proposed Budget

199.53.6219.00.930.9.99.0.30 \$40,000.00
(General/Data Processing/Professional Services)

199.53.6636.00.930.9.99.0.30 \$ 8,000.00
(General/Data Processing/Technology Equipment)

Monitoring/reporting timeline: July 1, 2009 – June 30, 2012. The vendor will be evaluated throughout the course of the year for quality of work and for customer service.

Resource personnel: Venu Rao, Chief Information Officer
Wes Hargrove, Manager of Systems

Attachments: Tabulation #8741P

SPRING BRANCH I.S.D.

PROPOSALS FOR:

Annual Contract for Internet Service Upgrade

PROPOSAL TABULATION

Staff Member Requesting This Item:

Wes Hargrove, Technology Services

PROPOSAL NO:8741P

PROPOSAL DATE

September 28, 2008

Company	Contract Years	MB	Per Month Transport from ISP	One time Price	Monthly Recurring Price	12 Month Cost	Per MB price >100MB	Hardware to be provided by SBISD	Upgrade Fee (one-time fee)	First Year Cost
Comcast			ISP to SBISD data center							
Comcast	1	100	3,300.00	1,000.00	3,300.00	39,600.00	20.00	8,000.00	500.00	49,100.00
Comcast	3	100	3,000.00	1,000.00	3,000.00	36,000.00	20.00	8,000.00	500.00	45,500.00
Comcast	5	100	2,700.00	1,000.00	2,700.00	32,400.00	20.00	8,000.00	500.00	41,900.00
AT & T			ISP to SBISD data center							
AT & T	1	100	6,441.50	21,362.00	6,441.50	77,298.00	44.75	0.00	0.00	98,660.00
AT & T	3	100	5,720.00	21,362.00	5,720.00	68,640.00	39.38	0.00	0.00	90,002.00
AT & T	5	100	4,998.50	21,362.00	4,998.50	59,982.00	34.01	0.00	0.00	81,344.00

Estimated Expenditure \$48,000.00

Request for proposals were distributed to the following:

Afco Technologies	Fiber Network	QC TV Corp
All-Tex Networking Solutions, Inc.	General Taylor	Qgent
Anixter	Genesis BCS	Qwest Communications Inc.
AT&T	IP Global	Region IV ESC
Cameras, The Wireless Store	Komputer & Peripherals	Selrico Communications
CDW G	Lucent Technologies- 2	Siemens Communications
Centech Communications Corp.	M & A Technology Inc.	Techknowledge Consulting
CHI Computers + Solutions	MCA Communications Inc.	Texas Electronic Information (TEICC)
Comcast	MCI	Trillion Partners
Comcast- 2	MCI Communications Services, Inc.	Unisys Corporation
Commercial Wireless Solutions	NEC Unified Solutions	Univar Consulting Group
Copper Communications	Optus Inc.	Verizon Wireless
Datronics Inc.	Phonoscope	Walkercom Inc.
Devolve Corp. Jar Industries	Premio Computer Inc.	Warren Electric Telecommunications
Embarq	Productivity Point	Western Communications
EQUUS		Xspodius Communications

PURCHASING AGENDA ITEM

BOARD MEETING DATE:
November 24, 2008

Title: Renewal of Wide Area Network

Administration recommendation: It is recommended that the Board of Trustees approve a contract with Comcast for the District's Wide Area Network (WAN).

Authority for this action: Policy CH (Local) requires the Board of Trustees to approve proposal/contract awards greater than \$25,000.00.

Plan addressed: To maintain Internet access and network connectivity between campuses, departments, and other offices within the district.

Background: On January 24, 2005 the Board of Trustees approved the installation of a fiber wide area network supporting up to fifty (50) locations. This will be the final year of a 5 year contract.

This will be the final year for renewal of Proposal #7702P.

Expenditure History for 2007/2008

Original Board Approval:	\$360,000.00
Total Expenditures:	\$342,000.00

Impact of this action: This contract will provide a high bandwidth, wide area network that is required to support advanced technology services between district location such as SBISD's hosted instructional applications, finance system, and student information system.

Per Federal guidelines in order for SBISD to submit their E-rate application, SBISD must have a Board approved plan and a signed contract for all services within the application by February 2009. The approved plan and contracts will generate a 71% reimbursement to SBISD. The reimbursements are received from the Federal Government usually within 120 days after all district funds have been spent.

Budget information:

These funds will be disbursed from General/Data Processing/Professional Services provided for this purpose. Individual requisitions are not approved by the Purchasing Department without sufficient funds available in the individual department budgets. Total estimated expenditure for the contract is \$330,000.00 to be allocated by account as follows:

Budget codes: 199.53.6219.00.930.9.99.0.30 - \$360,000.00
(General/Data Processing/Professional Services)

Monitoring/reporting timeline:

This is the fifth (5) and final year of a five (5) year contract, i.e. July 1, 2005-June 30, 2010. District personnel will continue to monitor vendor services and monthly charges to compare existing rates as they change.

Resource personnel:

Venu Rao, Chief Information Officer
Wes Hargrove, Manager of Systems

Attachments:

None

PURCHASING AGENDA ITEM

BOARD MEETING DATE:
November 24, 2008

Title: Contract for Services for Security Audit of Computer Systems and Networks

Administration recommendation: It is recommended that the Board of Trustees approve the contract for Network Security Auditing Services from Dell, Broadleaf.

The Spring Branch Independent School District Board of Trustees approved, by resolution, the District's participation in both the Texas Building and Procurement Commission (TBPC), and Region IV Texas Cooperative Purchasing Network (TCPN) Cooperative Purchasing Programs.

Authority for this action: Policy CH (Local) requires the Board of Trustees to approve proposal/contract awards greater than \$25,000.00.

Plan addressed: To provide the district with information about the status of our network security in SBISD and provide the district with options for improvement.

Background: In the past year the technology network infrastructure has expanded and new hardware and applications have been added. A periodic audit of network security is necessary to identify vulnerabilities to mitigate security related issues in our systems and networks.

Impact of this action: Services received will provide a report to indentify areas of strengths and concerns to be addressed to provide a more secure network.

Budget information: These funds will be disbursed from the E-Rate Fund, Contracted Services Technology budget provided for this purpose. Individual requisitions are not approved by the Purchasing Department without sufficient funds available in the individual department/campus budgets. The estimated expenditure for this contract and additional services is \$50,000.00 to be allocated by account as follows.

Budget codes:
485.53.6219.ER.930.9.99.0.00 \$50,000.00
(Locally Funded/Data Processing /Professional Services)

Monitoring/reporting timeline: Technology Services will continue to monitor the performance of the vendor.

Resource personnel: Venu Rao, Chief Information Officer
Wes Hargrove, Manager of Systems

Attachments: None

PURCHASING AGENDA ITEM

BOARD MEETING DATE:
November 24, 2008

Title: Contract for Services PEIMS Training and Audit Services

Administration recommendation: It is recommended that the Board of Trustees approve the contract for the purchase of PEIMS training and auditing services from Region IV.

Authority for this action: Policy CH (Local) requires the Board of Trustees to approve contract awards greater than \$25,000.00.

The Spring Branch Independent School District Board of Trustees approved, by resolution, the District's participation in the Region IV Texas Cooperative Purchasing Network (TCPN) Cooperative Purchasing Programs.

Plan addressed: To provide the district with PEIMS training for Finance/HR and for a PEIMS Diagnostic Review of our SBISD procedures for collecting and reporting data.

Background: There have been many staffing changes over the last few years in the Finance and Human Resources Department. PEIMS training for the department personnel would provide background knowledge and skills to better collect and review of PEIMS data. Also, SBISD would like Region IV to conduct a Diagnostic review of Spring Branch ISD's procedures and processes related to PEIMS data collection and reporting. The audit may help the district identify missing processes that when corrected will benefit SBISD through increased state funding.

Impact of this action: Services received from Region IV will provide PEIMS training for Finance, Human Resources, and Technology staff. The PEIMS Diagnostic review will provide a comprehensive report with findings, recommendations, and visualizations on how well our PEIMS processes and attendance procedures are working.

Budget information:

These funds will be disbursed from the General Fund, contracted services, Technology E-Rate budget provided for this purpose. Individual requisitions are not approved by the Purchasing Department without sufficient funds available in the individual department/campus budgets. The estimated expenditure for this contract and additional services is \$35,000.00 to be allocated by account as follows.

Budget codes: 485.53.6219.ER.930.9.99.0.00 - \$35,000.00
(Locally/Data Processing/Professional Services)

Monitoring/reporting timeline:

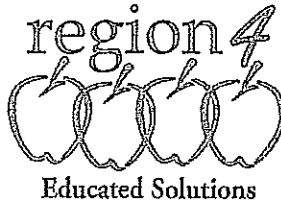
Technology Services will continue to monitor the performance of the vendor.

Resource personnel:

Venu Rao, Chief Information Officer
Mark Maxwell, Director of Applications

Attachments:

Contract for Region IV PEIMS Training
Contract for Region IV PEIMS/Attendance Audit and Review



October 23, 2008

Mr. Mark Maxwell
Department of Information Management
955 Campbell Road
Houston, Texas 77024

Dear Mr. Maxwell:

This Letter of Agreement between Region 4 Education Service Center (Region 4) and Spring Branch Independent School District (Contractor) provides for the following services for a fee of \$1000:

- Region 4 will provide two instructors for a half day of training for Spring Branch ISD staff on November 18, 2008 at Spring Branch ISD located at 955 Campbell Road, Houston, Texas 77024.
- Training will be conducted on the requirements for reporting staff data through PEIMS and on procedures for improving the quality of staff data submitted through PEIMS. This session will be held from 8:30 a.m. through 12:00 p.m.

The terms and conditions of this agreement are as follows:

- The Contractor agrees to pay Region 4 \$1000 for the staff development session.

This agreement shall commence on November 18, 2008, and terminate on November 18, 2008, as agreed by the undersigned. The total contract (which includes consultant's fee or any other expense) of \$1000 will be due upon completion of the agreement.

In order for this contract to take effect, please have both copies of this agreement letter signed by an individual authorized to legally bind the Contractor, and return them in the enclosed business-reply envelope. An original will be returned to you after final processing. You will be invoiced following completion of services. Region 4 Education Service Center's Federal ID # is 74-1589572.

If you have any questions or concerns, please call Cecil Mardis at (713) 744-8104 or email cmardis@esc4.net.

Sincerely,

Robert A. Pechacek

Enclosures

The answer is 4.

Mr. Mark Maxwell
October 23, 2008
Page 2

REGION 4 EDUCATION SERVICE CENTER

By: _____
Authorized Signature

Printed Name

Title

Date

SPRING BRANCH INDEPENDENT SCHOOL DISTRICT

By _____
Authorized Signature

Printed Name

Title

Date

~~AGREEMENT FOR~~
PEIMS/ATTENDANCE AUDIT AND REVIEW

This Agreement for PEIMS/Attendance Audit and Review, Full Service Package ("Agreement") is made by and between REGION 4 EDUCATION SERVICE CENTER and Spring Branch Independent School District ("District"), (collectively referred to as the "Parties" or individually as the "Party") acting herein by and through their respectively authorized officers or employees. This agreement shall be effective on the date it is executed by all the Parties ("Effective Date").

PREMISES

WHEREAS, Region 4 has developed a plan to assess and analyze PEIMS data and attendance records to assist districts in maximizing their funding potential; and

WHEREAS, Region 4 has the expertise necessary to recognize coding errors in PEIMS data and attendance records; and

WHEREAS, the District has requested that Region 4 conduct a thorough analysis of its PEIMS data and attendance records; and

WHEREAS, the Parties wish to enter into this Agreement to provide a PEIMS analysis and attendance audit for the District.

NOW THEREFORE, premises considered, and in consideration of and conditioned upon the mutual covenants and agreements herein, the Parties hereto mutually agree as follows:

AGREEMENT

1. Term and Termination

1.1. **Term.** The term of this Agreement shall be for the time period agreed upon by the District and Region 4.

1.2. **Termination.** This Agreement shall terminate upon one of the following events:

1.2.1 This Agreement will automatically terminate upon the completion of all duties and responsibilities outlined in Section 2 below.

1.2.2 A Party may terminate this Agreement at any time by giving the other Party sixty (60) days written notice.

1.2.3 In the event of a breach of this Agreement, a Party may terminate this Agreement at any time after providing the breaching party with written notice of the breach and a thirty (30) day opportunity to cure the breach.

2. Duties and Responsibilities

2.1. Region 4 Duties and Responsibilities. Pursuant to this Agreement, Region 4 will be responsible for the following:

- 2.1.1. Conducting a detailed analysis of District PEIMS data;
- 2.1.2. Conducting an attendance audit;
- 2.1.3. Analyzing the PEIMS and attendance data to identify coding errors and attendance issues that may be causing the District to lose revenue under the state funding formula;
- 2.1.4. Provide a written report to the District of findings and recommendations;
- 2.1.5. Provide the District with technical advice for recovery of state/federal funds; and
- 2.1.6. Provide a one day of training for district staff explaining how state funds are generated, discussing the results of Region 4's analysis of PEIMS and attendance information, and offering ideas for capturing all state funding to which the District is entitled, including a focused session targeted at principals.
- 2.1.7. Provide one WebEx meeting with the superintendent to discuss the draft version of the report. Any additional requested meetings will be charged out at the current audit rate plus travel.

2.2. District Duties and Responsibilities. Pursuant to this Agreement, the District will be responsible for the following:

- 2.2.1. Providing access to District's PEIMS and attendance information;
- 2.2.2. Provide work space for 4 – 5 Region 4 personnel; and
- 2.2.3. Providing access to appropriate District personnel for the purpose of interviews.

3. Payment

3.1 Amount. In exchange for the Services identified in Section 2.1 above, District will pay the following to Region 4 as a fee Twenty Two Thousand and Two Hundred Dollars (\$22,200.00) ("Fee").

Base Fee for Audit	22,200.00
--------------------	-----------

3.2 Schedule. Such amount is to be paid in two installments: 1) 50% of the Fee after field work is completed; and 2) the remainder of the Fee after the draft report is produced and sent to the district.

4. Miscellaneous Provisions

4.1. Liability. No Party assumes the liability for the systems under control of the other Party or for the actions of the employees of the other Party.

~~4.2. Immunity-as-a-Defense. No party to this Agreement has agreed to waive any defense, right, immunity, or other protection under law, including any statutory provision, by entering into this Agreement.~~

4.3. **Notices.** Notices under this Agreement shall be in writing and delivered to the other Party at the following respective addresses:

REGION 4: Region 4 Education Service Center
7145 West Tidwell
Houston, Texas 77092-2096
(713) 744- 6341 Phone
(713) 744-8111 Fax
Attn: Cecil Mardis, Director,
Financial and Administrative Services

DISTRICT: Spring Branch Independent School District
955 Campbell Road
Houston, TX 77024
Phone: 713.464.1511
Fax: 713.365.4664
Attn: Dr. Duncan Klussmann

4.4. **Relationship.** The relationship between the Parties is that of Independent Contractors. Nothing in this Agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee between Region 4 and District, or any employee or agent of District. This Agreement shall not be interpreted or construed as creating or establishing the relationship of employer and employee between District and any employee or agent of Region 4. This Agreement does not create a joint venture, business partnership or Agency relationship between the Parties.

Neither Party has the authority to bind the other in any manner.

4.5. **Jurisdiction/Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and venue for all disputes arising under this Agreement shall lie in Harris County, Texas.

4.6. **Assignment.** No party shall assign or otherwise transfer its interest in this Agreement without the express written permission of the other Party.

4.7. **Severability.** If any portion of this Agreement shall be declared illegal or held unenforceable for any reason, the remaining portions shall continue in full force and effect and this Agreement shall be liberally construed to carry out the intent of the Parties.

4.8. **Agreement.** This Agreement represents the entire Agreement between the parties and may not be modified, terminated or discharged except in writing and signed by all Parties.

4.9 **Warranty.** By the execution and delivery of this Agreement, the undersigned individuals warrant that they have been duly authorized by all requisite administrative action to enter into and perform the terms of this Agreement. This Agreement has been executed in multiple originals, each having equal force and effect, on behalf of the parties as following:

REGION 4 EDUCATION SERVICE CENTER: 101-950

Robert A Pechacek, CFO
Deputy Director, Financial Services

Date

SPRING BRANCH INDEPENDENT SCHOOL DISTRICT 101-920

District Official

Title

Date

PURCHASING AGENDA ITEM

BOARD MEETING DATE:
November 24, 2008

Title: Renewal for Cellular Telephone Service

Administration recommendation: It is recommended that the Board of Trustees approve the contract for the purchase of cellular telephone service from Sprint/Nextel.

Authority for this action: Policy CH (Local) requires the Board of Trustees to approve proposal awards greater than \$25,000.00.

Plan addressed: The district's efforts to increase communications between district personnel, and to open up access for the Spring Branch community to district personnel. Cellular phones will include the following features:

- Voice mail
- Call waiting
- Caller ID
- Group calling
- No long distance charges
- No roaming charges
- Direct connect push to talk radio

Background: Cellular telephones provide a level of immediate communication for district personnel who spend a large majority of their time traveling within the district and outside the district, enabling them to remain accessible at all times.

This is the first renewal of Proposal #8499P which was originally board approved on December 14, 2007. This has one additional renewal if agreed to in writing by both parties.

Expenditure History for 2007/2008

Original Board Approval:	\$60,000.00
Total Expenditures:	\$66,640.64

Impact of this action: District personnel will be readily accessible at all times. District personnel will have an immediate means in which to communicate to key individuals in the event of emergencies.

Per Federal guidelines in order for SBISD to submit their E-rate application, SBISD must have a Board approved plan and a signed contract for all services within the application by February 2009. The approved plan and contracts will generate a 71% reimbursement to SBISD. The reimbursements are received from the Federal Government usually within 120 days after all district funds have been spent.

Budget information

Funds will be disbursed from, General/Data Processing/Professional Services provided for this purpose. Individual requisitions are not approved by the Purchasing Department without sufficient funds available in the individual department budgets. Total estimated expenditure for the contract is \$70,000.00 to be allocated by account as follows:

Budget codes: 199.53.6299.01.930.9.99.0.30
(General/Data Processing/Professional Services)

Monitoring and reporting timeline:

This is year two (2) of a three (3) year contract, i.e. July 1, 2008-June 30, 2011. District personnel will continue to monitor vendor services and monthly charges to compare existing rates as they change.

Resource personnel:

Venu Rao, Chief Information Officer
Wes Hargrove, Manager of Systems

Attachments:

None

PURCHASING AGENDA ITEM

BOARD MEETING DATE:
November 24, 2008

Title: Renewal for Local Telephone Service

Administration recommendation: It is recommended that the Board of Trustees approve the contract for the purchase of Local Telephone Services from AT&T.

Authority for this action: Policy CH (Local) requires the Board of Trustees to approve proposal/contract awards greater than \$25,000.00.

Plan addressed: To provide the district with cost effective Local Telephone Service.

Background: SBISD is moving toward implementing VOIP phone system district wide but need to maintain it's current system as the district transition systems. SBISD has used AT&T Plexar phone service for the past fourteen (14) years. It has allowed district personnel to call between SBISD sites via 4 digit dialing, as if they were all located at one site. SBISD currently has local telephone service with approximately 2,000 operating telephone lines throughout the district.

The service includes the following features:

- Multi-line Hunt Groups
- Direct Inward Dialing Capability
- Call Forwarding
- Four Digit Dialing Between All Sites
- Call Waiting
- Toll Restriction
- Voice Mail
- Caller ID
- Detailed Billing
- Diagnostic service and network monitoring from central offices (24 hours per day, 365 days per year)
- Dispatch repair service
- Service technicians during normal business hours of 8 a.m. to 5 p.m. Monday through Friday, and service technicians.

This is the first renewal of Proposal #8500P which was originally Board approved on December 14, 2007. This has one additional renewal if agreed to in writing by both parties.

Expenditure History for 2008/2009

Original Board Approval:	\$440,000.00
Total Expenditures:	\$500,086.00

Impact of this action:

This contract will allow campuses to continue to utilize our current system as we transition to the VOIP phone system.

Per Federal guidelines in order for SBISD to submit their E-rate application, SBISD must have a Board approved plan and a signed contract for all services within the application by February 2009. The approved plan and contracts will generate a 71% reimbursement to SBISD. The reimbursements are received from the Federal Government usually within 120 days after all district funds have been spent.

Budget information:

These funds will be disbursed from General/Data Processing/Professional Services provided for this purpose. Individual requisitions are not approved by the Purchasing Department without sufficient funds available in the individual department budgets. Total estimated expenditure for the contract is \$440,000.00 to be allocated by account as follows:

Budget Codes:
199.53.6219.00.930.9.99.0.30 \$440,000.00
(General/Data Processing/Professional Services)

Monitoring/reporting timeline:

This is year two (2) of a three (3) year contract, i.e. July 1, 2008-June 30, 2011. District personnel will continue to monitor vendor services and monthly charges to compare existing rates as they change.

Resource personnel:

Venu Rao, Chief Information Officer
Wes Hargrove, Manager of Telecommunications

Attachments:

None