

BOT Meeting:	October 21, 2019
Solicitation No.:	RFP 19-095KB
References:	District Goal 1
Description:	<p>Theater Supplies, Equipment, Related Items, and Services</p> <p><u>Recommendation</u></p> <p>Consideration and possible approval of the continued purchase of theater supplies, equipment, related items, and services from multiple vendors in an amount not to exceed \$1,800,000 over a five-year period, and authorization for the Superintendent to negotiate and execute the agreements and subsequent renewals through October 2024.</p> <p><u>Summary</u></p> <p>On May 8, 2019, Fort Bend ISD issued RFP 19-095KB soliciting proposals for theater supplies, equipment, related items, and services. This RFP requested discount information for theater supplies such as costumes, scripts, make-up, theater props, backdrops, etc. The RFP also requested a related items discount, as well as related services, and hourly and installation rates for stage curtains, stage lights, etc. After review of the proposals received, staff recommends a multiple vendor award.</p> <p>Staff opted not to renew RFP 16-067KB for the remaining renewal options in order to conduct a new solicitation to include services related to theater supplies and equipment. This will enable the Fine Arts Department to use this pool of vendors to complete lighting, stage rigging and sound system repairs as needed. Recently, a ratification of expenses was necessary related to needed repairs. This new RFP and expenditure authorization will enable staff to obtain repair services when needed while maintaining compliance with the Board expenditure authorization.</p> <p><u>Background</u></p> <p>Expenditures for 2018-19 were \$317,153. Expenditures will not exceed \$1,800,000 through October 2024 and funding is included in the budget.</p>
Requested By:	<p>Joe Rodriguez, Chief of Schools Bryan Guinn, Executive Director of Finance</p>
Vendors:	<p>AV Pro, Inc. Batts Audio, Video & Lighting BMI Supply Fourth Wall, LLC dba Theatre House International Fun Shop, Inc. iStudio Projects, Inc. Palco Specialties Performing Arts Supply Rose Costumes Stagelight, Inc.</p>

	Story First, Inc. dba The Costumer Techland Houston Texas Scenic Company, Inc. Unit Sets Unlimited
Budget Sources:	General Fund Activity Funds
Amount:	Not to exceed \$1,800,000 through October 2024
Other Supporting Information	
Sole Source:	No
Number of vendors contacted by Purchasing:	16
Number of vendors contacted by FBISD Notification System:	633
Number of vendors downloaded the solicitation:	158
Number of responses received:	14
Number of "no bid" responses received:	1
Length of commitment:	Through October 2024
Last solicitation date:	July 18, 2016
Supporting documents:	Evaluation Summary and Criteria
Disclosure under Board Policy CH, CV, or DBD (Local):	None