



Contracts for Service Agreement, Professional Services (aka Purchased Services)

Preferred or RFP Awarded Vendor

Vendor Spend	Quotes Needed	Board Action Report	RFP Needed	Board Resolution Needed	Output/Signature
\$-0- to \$5000..00	RFP Winning Quote &	No	Completed	No	CFO
\$5000.01 to 49999.99	RFP Winning Quote &	Yes	Completed	No	Superintendent
\$50000.00 and over	RFP Winning Quote &	Yes	Completed	Yes	Superintendent

CoOp Vendor

Vendor Spend	Quotes Needed	Board Action Report	RFP Needed	Board Resolution Needed	Output/Signature
\$0 to \$5000.00	1 quote	No	No	No	CFO
\$5000.01 to \$49999.99	1 quote	Yes	No	No	Superintendent
\$50000.00 and over	1 quote	Yes	No	Yes	Superintendent

Non-RFP Vendor

Vendor Spend	Quotes Needed	Board Action Report	RFP Needed	Board Resolution Needed	Output/Signature
\$0 to \$5000.00	1 quote	No	No	No	CFO
\$5000.01 to \$49999.99	3 quotes	Yes	No	Yes	Superintendent
\$50000.00 & over	RFP Bid Process	Yes	Yes	Yes	Superintendent

District Vendors fall into the following three (3) categories

Preferred/RFP Awarded Vendors: Vendor has successfully responded to a SLPS Request for Proposal for a particular category and has been selected by SLPS via that process.

CoOp Vendor: A vendor that has successfully been awarded an agreement with a cooperative purchasing group through an RFP process.

Non-RFP Vendor: An existing vendor for SLPS without a formal agreement. Dollar thresholds and limits apply

***Request For Proposal (RFP)** is a secure electronic process to obtain proposals from vendors who seek to do business with SLPS for a specific category.



St. Louis Public Schools Procurement Requirements (Supplies & Equipment)

Preferred or RFP Awarded Vendor

Vendor Spend	Quotes Needed	Board Action Report	RFP Needed	Board Resolution Needed	Output/Signature
\$-0- to \$5000..00	1 quote	No	No	No	Purchase Order
\$5000.01 & Over	1 quote	Yes	No	No	Purchase Order

CoOp Vendor

Vendor Spend	Quotes Needed	Board Action Report	RFP Needed	Board Resolution Needed	Output/Signature
\$0 to \$5000.00	1 quote	No	No	No	Purchase Order
\$5000.01 & Over	1 quote	No	No	No	Purchase Order

Non-RFP Vendor

Vendor Spend	Quotes Needed	Board Action Report	RFP Needed	Board Resolution Needed	Output/Signature
\$0 to \$3000.00	1 quote	No	No	No	Purchase Order
\$3000.01 to \$5000.00	3 quotes	No	No	No	Purchase Order
\$5000.01 and Over	RFP Bid Process*	Yes	Yes	Yes	Purchase Order

Punchout Vendors

Preferred Vendors

Computers & Peripherals	Dell, Apple			Dell	
Interactive Boards	TSI, Haddock			Office Essentials	
Copy Paper	Office Essentials			School Specialty	
School & Office Supplies	Office Essentials			Lakeshore	
				Amazon	
District Wide Promotional Items	Sportsprint, Office Essentials, M3 Embroidery				
District Wide Apparel, Uniforms & Spiritwear	Sportsprint, Office Essentials, M3 Embroidery & Apparel				



SLPS 25-26 PREFERRED VENDORS

PRODUCT CATEGORY	VENDOR NAME	VENDOR ID #	CONTACT INFORMATION
COMPUTER & PERIPHERALS	Dell	V600005394	Sportsprint David Keller David@sportsprint.com 314-463-6025-Office 314-605-4794-Cell Office Essentials Gina Fiordelisi gfiordelisi@offess.com O 314.373.5521 C 314.651.4632 m3embroidery John McCain m3embroidery@swbell.net 314-837-0022
	Apple	V600011766	
INTERACTIVE BOARDS	TSI	V600005437	
	Haddock	V600013273	
COPY PAPER	Office Essentials	V600010887	
SCHOOL & OFFICE SUPPLIES	Office Essentials	V600010887	
DISTRICT-WIDE PROMOTIONAL ITEMS (LANYARDS, MUGS, PENS, KEY CHAINS, PORTFOLIOS, ETC.)	M3 Embroidery and Apparel	V600019385	
	Sportsprint	V600000908	
	Office Essentials	V600010887	
DISTRICT-WIDE T-SHIRTS, UNIFORMS AND APPAREL (T-shirts, hats, hoodies, joggers, polo shirts, etc.)	M3 Embroidery and Apparel	V600019385	
	Sportsprint	V600000908	
	Office Essentials	V600010887	