



Meeting Date: May 12, 2026

Agenda Topic: RFP#2207-12 Courier Services Renewal

Type of Item: Consent

Guiding Outcome: Responsible Fiscal Stewardship

Summary: This item requests approval of the renewal for RFP#2207-12 Courier Services.

Background Information/  
Previous Board Action: RFP No. 2207-12 for Courier Services was awarded to Stem & Stem Courier on July 26, 2026, for an initial term of two (2) years, with the option to renew for up to three (3) additional one-year terms.

The contract provides courier services for both depository and non-depository pick-ups and deliveries from District and non-District locations on an as-needed basis. This agreement is renewed annually to ensure compliance with Texas Department of Agriculture (TDA) requirements. There will be no increase in rates for the 2026–2027 school year.

This renewal represents the final renewal option under this proposal.

Potential Operational Impact: This service performs depository services for the District.

Potential Financial Impact: The service fees are borne by the appropriate department or campus fund.

Recommendation (Consent or New Business Only): The administration recommends extending the award for RFP#2207-12 Courier Services to Stem & Stem Courier for 2026-2027.

Division: Business & Administrative Services

Department: Purchasing

Staff Member(s) Responsible: Cindy Willis--Director of Purchasing  
Liz Raftery, Director of Child Nutrition  
Julie Simpson, Director of Finance

Attachments: None