Julie P. Novak, RTSBA
Assistant Superintendent
for Finance and Operations

Fort Sam Houston Independent School District

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To: Dr. Gary Bates, Superintendent

From: Julie Novak, Assistant Superintendent for Finance and Operations

Date: October 19, 2026

Subject: Recommendation for Board Resolution to Join Central Texas Purchasing Alliance

In order to expand the District's use of purchasing cooperatives via an interlocal agreement, I am recommending that the Board approve the attached Board Resolution to join the Central Texas Purchasing Alliance. There is no cost to join the cooperative.

Attached to this memo are the Board Resolution and Interlocal Participant Agreement.

Please let me know if you have any questions or need additional information. Thank you.

FORT SAM HOUSTON INDEPENDENT SCHOOL DISTRICT
BOARD RESOLUTION

CENTRAL TEXAS PURCHASING ALLIANCE

WHEREAS, the Fort Sam Houston Independent School District has been presented a proposed Interlocal Agreement for a Central Texas Purchasing Alliance by and between the Fort Sam Houston Independent School District and various other independent school districts and found the Agreement to be acceptable and in the best interests of the Fort Sam Houston Independent School District and its citizens; and

WHEREAS, the Fort Sam Houston Independent School District pursuant to the authority granted under Sections 791.001 to 791.029 of the Government Code, V.T.C.A., as amended, desires to join in and elects to participate with the described purchasing alliance and its members, both jointly and individually, as well as future members in the pursuit of improving the efficiency, effectiveness and economy of procurement processes; facilitating the exchange of purchasing knowledge processes and documents; and in sharing of purchasing services that will ultimately lead to the efficiencies and potential savings that will be highly beneficial to the taxpayers of the district; and

WHEREAS, the Fort Sam Houston Independent School District acknowledges its obligation to pay participation fees, if any, to be established by the Alliance in order to offset costs incurred on behalf of the Alliance;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE FORT SAM HOUSTON INDEPENDENT SCHOOL DISTRICT, San Antonio, Texas:

Section I.

The Agreement is hereby in all things approved.

Section II.

The Assistant Superintendent for Finance and Operations of the Fort Sam Houston Independent School is hereby designated to act for the District in all matters relating to the Central Texas Purchasing Alliance including the designation of specific contracts in which the District desires to participate.

Section III.

This resolution shall become effective from and after its passage. DULY PASSED AND APPROVED THIS THE 28th day of October 2026.

_____
Andrea D. Nicholas
Board of Trustees President

INTERLOCAL PARTICIPANT AGREEMENT

This Interlocal Participant Agreement ("Participant Agreement") is entered into by the Members of the Central Texas Purchasing Alliance ("Members"), acting on behalf of their school districts and _____ ("Participant"), a governmental entity authorized to enter into an interlocal agreement pursuant to the authority contained in the Interlocal Cooperation Act, Government Code Section 791 et seq., for the purpose of joining and participating in the Central Texas Purchasing Alliance.

In consideration of the foregoing and the mutual promises herein contained, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties covenant and agree as follows:

1. PARTY TO INTERLOCAL AGREEMENT

1.1. Participant hereby becomes a party to the Central Texas Purchasing Alliance Master Interlocal Agreement ("Master Agreement") and agrees to be bound by all terms and conditions set out in the Master Agreement, as modified and amended herein and in any other additional interlocal participant agreements.

1.2. Participant shall have all rights and duties as a founding Member except to the extent limited by the Master Agreement or the CTPA bylaws contained therein. The Master Agreement is attached hereto as Exhibit 1 and the terms and provisions of the Master Agreement are incorporated in this Participation Agreement.

2. TERM

2.1. Participant's rights and duties under the Master Agreement shall commence on the effective date of this Participant Agreement. Participant recognizes and agrees that the Master Agreement provides an initial term of the Master Agreement and also provides for a uniform ending date applicable to all Parties and is automatically renewable under certain conditions.

3. DEFAULT, REMEDIES

3.1 In the event of default by Participant, as the term default is used in the Master Agreement, the Members shall have the remedies provided in the Master Agreement and shall also have the right to terminate Participant's participation in the Master Agreement or suspend Participant's participation in the Master Agreement without terminating or otherwise affecting the Master Agreement and the other parties to the Master Agreement or other Participant Agreements.

4. FEES

4.1. Participant shall pay an annual fee pursuant to the bylaws of the CTPA.

4.2. Initial fee based on the most recent annual fee established by vote of the Board of Directors, shall be due upon execution of this Master Agreement, and annual fees shall be due as of January 30th of each calendar year thereafter. The fee shall not be prorated for a partial period of the initial year.

5. WARRANTY OF AUTHORITY AND DUE EXECUTION

5.1. Participant warrants to the Members of the Central Texas Purchasing Alliance and other parties to the Master Agreement that Participant has the authority to enter into this Participant Agreement and the person executing this Agreement is duly authorized on behalf of the Participant's governmental entity to enter into this Participant Agreement and that Participant has agreed to be bound by the Participant Agreement, the Master Agreement and the duties and obligations of Participants set out in those agreements.

Dated to be effective this the day of _____, 20_____ .

CENTRAL TEXAS PURCHASING ALLIANCE

By: _____
Signature
Eric Mckiver, Interim Director of Purchasing and Materials Management - RRISD CTPA Interim Authorized Representative

Title: CTPA Executive Director

Sponsor School District: Round Rock Independent School District

PARTICIPANT

By: _____
Signature
Name: _____

Title: _____

Participating School District Name: _____