



Splendoria ISD Board of Trustees Agenda Item Information Form

BOARD MEETING DATE: October 20, 2025

AGENDA ITEM NAME: Purchasing Cooperative Memberships and Fees

THIS ITEM RELATES TO STRATEGIC PLAN PILLAR(S): Fiscal & Operational Systems

BACKGROUND INFORMATION: Board Policy CH(LEGAL) states:

- A district may participate in a cooperative purchasing program with another local government of this state or another state or with a local cooperative organization of this state or another state.
- A district that purchases goods or services under these provisions satisfies any state law requiring the district to seek competitive bids for the purchase of the goods or services.
- A district that enters into a purchasing contract valued at \$25,000 or more under Education Code 44.031(a)(5) (interlocal contract), under Local Government Code Chapter 271, Subchapter F (cooperative purchasing program), or under any other cooperative purchasing program authorized for school districts by law shall document a contract-related fee, including a management fee, paid by or to the district and the purpose of each fee under the contract.
- The amount, purpose, and disposition of any fee described above must be presented in a written report and submitted annually in an open meeting of the board. The written report must appear as an agenda item.

Splendoria ISD has active memberships in the following purchasing cooperatives:

- No membership/management fees:
 - 1GPA
 - 791 Purchasing Cooperative (ESC 15/CTCOG)
 - Allied States Cooperative (ESC 19)
 - BuyBoard Purchasing Cooperative
 - Choice Partners (Harris County Department of Education)

- DIR (Department of Information Resources)
- E & I (Educational & Institutional Cooperative Purchasing)
- EDTech (ESC 10)
- EPIC6 (ESC 6)
- Equalis (EG-0003134)
- HGACBuy (Houston-Galveston Area Council)
- OMNIA Partners
- PACE (Purchasing Association of Cooperative Entities/ESC 20)
- PSA (Purchasing Solutions Alliance)
- SETX Co-Op (ESC 5)
- Sourcewell
- Tips USA (Cooperative Purchasing Systems/ESC 8)
- Membership/management fees:
 - Central Texas Purchasing Alliance - \$150 annually
 - TxSmartBuy (State of Texas Cooperative Purchasing Program) - \$100 annually

Although majority of the purchasing cooperatives do not charge membership/management fees to Splendora ISD, there may be fees charged to and paid by each vendor when a purchase order is issued.

- The BuyBoard Purchasing Cooperative charges vendors a 2% service fee for each purchase order or a flat administrative fee per purchase order for vehicles, which allows them to provide annual rebates to districts for purchases made through BuyBoard contracts. The rebate received by Splendora ISD for fiscal year 2024-2025 was \$556 and deposited into the General Fund.
- Choice Partners provides a Choice Ca\$h Rebate for spending through Choice Partners contracts. The rebate received for fiscal year 2024-2025 was \$6,612 and was deposited into the Child Nutrition Fund.

In summary, membership in purchasing cooperatives not only reduces staffing costs, but affords the District a wide variety of vendor choices. The advantage to purchasing cooperative memberships is the ability to streamline the procurement process and access to competitively procured contracts.

ADMINISTRATIVE RECOMMENDATION: N/A – Provided for informational purposes only to comply with Board Policy.

ATTACHMENTS: N/A

BUDGET INFORMATION: For the 2024-2025 fiscal year, the revenue and expenditures associated with purchasing cooperatives are listed below:

- Total fees paid by the General Fund for membership/management fees was \$250.
- Total administrative fees for vehicle purchases (buses and support vehicles) in the amount of \$2,400 were paid in the following amounts and by the funds listed below. Although these fees are paid by the vendor, they are listed separately on each purchase order, therefore the information is being included for disclosure of all associated fees:
 - BuyBoard Purchasing Cooperative:
 - \$1,200 General Fund
 - \$800 Capital Projects Fund
 - Tips USA:
 - \$400 General Fund
- Total rebates received were \$7,168:
 - \$556 from BuyBoard Purchasing Cooperative and recorded in the General Fund.
 - \$6,612 from Choice Partners and recorded in the Child Nutrition Fund.

RESOURCE PERSONNEL: Yvonne M. Johnson, Chief Financial Officer, Stacey Swanson, Director of Finance, and Jennifer Stafford, Director of Purchasing/Warehouse Services

RECOMMENDED MOTION: N/A