

**BOARD OF TRUSTEES
AGENDA**

<input type="checkbox"/> Workshop	<input checked="" type="checkbox"/> Regular	<input type="checkbox"/> Special
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- (A) Report Only Recognition

Presenter(s):

Briefly describe the subject of the report or recognition presentation.

- (B) Action Item

Presenter(s): ISMAEL MIJARES, ASSISTANT SUPERINTENDENT FOR BUSINESS AND FINANCE
LUIS VELEZ, PURCHASING DIRECTOR

Briefly describe the action required.

CONSIDER AND TAKE APPROPRIATE ACTION ON THE REQUEST TO APPROVE THE PURCHASE OF PRODUCE FOR THE 2013-2014 SCHOOL YEAR IN ACCORDANCE TO BOARD POLICY CH AND THE BOARD DELEGATES THE SUPERINTENDENT OR DESIGNEE THE AUTHORITY TO MAKE RELATED BUDGETED PURCHASES OF GOODS OR SERVICES AS PER BOARD POLICY CH.

- (C) **Funding source: Identify the source of funds if any are required.**


BUDGETED FUNDS

- (D) **Clarification: Explain any question or issues that might be raised regarding this item.**

SEE ATTACHED MEMORANDUM



EAGLE PASS INDEPENDENT SCHOOL DISTRICT

To: Ismael Mijares, Assistant Superintendent for Business and Finance
From: Luis A. Vélez, Purchasing Director 
Date: May 23, 2013
Subject: 2013-2014 Produce Purchases

Digitally signed by Luis
A. Vélez
Date: 2013.05.23
17:09:00 -05'00'

In accordance with Board Policy CH, the Department of Purchasing requests that all 2013-2014 Produce Purchases, due to market fluctuations and volatility, be awarded by obtaining formal written price quotations from at least three (3) vendors whenever possible.

Please contact me at the Purchasing Department should there be any questions or additional information is required.