

**ROBSTOWN INDEPENDENT SCHOOL DISTRICT  
AGENDA ACTION SHEET**

Date: March 14, 2022

Subject: DISCUSS AND CONSIDER APPROVAL OF PURCHASE ORDER(S) EXCEEDING \$50,000 FOR WELDING LAB EQUIPMENT

Administrator Responsible: Vanessa R. Riggs

Position: Chief Financial Officer

A. Purpose of Agenda Item:

Information Only  Action Needed

B. Authority for this Action:

Local Policy \_\_\_\_\_  Law or Rule CH (Local) \_\_\_\_\_

C. Strategic Objective, Goal, or Need Addressed:

The objective is to obtain approval to purchase welding lab equipment from the awarded vendor from RFP#22-0004 for welding lab equipment.

D. Summary:

According to CH Local “any single, budgeted purchase of goods and services that costs \$50,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place.”

In August, the Texas Workforce Commission announced the district was awarded the JET Grant to help create a new welding lab at RECHS. The grant is primarily going to be used to purchase welding lab equipment as well as ventilation / exhaust system. Our district was allocated \$322,680 for the welding lab initiative via the JET Grant. The grant period ends August 31, 2022 and the district is required to obtain the goods / services and have students utilizing the lab by that date. The district issued an initial RFP for the purchase of the welding lab equipment. One vendor has been awarded and as a result the district is requesting the board to approve a purchase order not to exceed \$222,390.09 for the equipment. The equipment will be paid out of the JET Grant and ESSER III funds as not all the equipment qualifies to be funded from the JET grant. An RFP and a CSP will be issued in the upcoming weeks for remaining equipment needed and construction of the lab. Those proposals will be funded from the JET Grant and ESSER III.

E. Alternatives Considered:

F. Comments Received:

G. Administrative Recommendation:

Administration recommends the Board of Trustees approve a purchase order exceeding \$50,000 for welding lab equipment.

H. Fiscal Impact and Cost:

I. Monitoring and Reporting Time-Line: March 17, 2022 to March 17, 2023