

**ROBSTOWN INDEPENDENT SCHOOL DISTRICT
AGENDA ACTION SHEET**

Date: February 6, 2023

Subject: **DISCUSS AND CONSIDER APPROVAL OF PURCHASE ORDER TO ROCK ENGINEERING FOR
CONSTRUCTION MATERIALS TESTING**

Administrator Responsible: Vanessa R. Riggs / Dr. Jose Moreno

Position: Chief Financial Officer / Superintendent of Schools

A. Purpose of Agenda Item:

Information Only Action Needed

B. Authority for this Action:

Local Policy _____ Law or Rule CH (LOCAL) / Gov't Code 2254.004

C. Strategic Objective, Goal, or Need Addressed:

The goal is to issue Rock Engineering a purchase order in the amount of \$5,723 for construction materials testing.

D. Summary:

Board policy CH (Local) states "any single, budgeted purchase of goods or 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."

The District has over \$50,000 in outstanding purchase orders for engineering services. All current purchase orders are to Wheaton Engineering for projects throughout the District. The District needs to hire an engineer to perform a construction materials test related to the paving improvements project at Robstown Early College High School. The District and project engineer have determined that Rock Engineering is the most highly qualified provider to perform these services. Although, this is not a single purchase of over \$50,000 administration wanted to gain approval for the purchase in an effort to be more transparent.

E. Alternatives Considered:

F. Comments Received:

G. Administrative Recommendation:

It is administrations recommendation that the Board of Trustees approve a purchase order to Rock Engineering in the amount of \$5,723 for construction materials testing.

H. Fiscal Impact and Cost: \$5,723

I. Monitoring and Reporting Time-Line: