



**Board Action Required**

No Action Required    X

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To: Coppel ISD Board of Trustees  
From: Denise Sullivan, Director of Purchasing  
Date: July 1, 2013  
cc: Dr. Jeff Turner, Kelly Penny, Sid Grant

**Re: Informational Report on Purchasing Cooperative Fees Paid by Coppel ISD**

**Background Information:**

House Bill 273, enacted on June 15, 2007 in Legislative Session 80(R), requires that school districts disclose the amounts spent on purchasing cooperative fees on an annual basis. Specifically, it states:

Sec. 44.0331. MANAGEMENT FEES UNDER CERTAIN COOPERATIVE PURCHASING CONTRACTS. (a) A school district that enters into a purchasing contract valued at \$25,000 or more under Section 44.031(a)(5), under Subchapter F, Chapter 271, Local Government Code, or under any other cooperative purchasing program authorized for school districts by law shall document any contract-related fee, including any management fee, and the purpose of each fee under the contract. (b) The amount, purpose, and disposition of any fee described by Subsection (a) must be presented in a written report and submitted annually in an open meeting of the Board of Trustees of the School District. The written report must appear as an agenda item. (c) The commissioner may audit the written report described by Subsection (b).

The following purchasing cooperatives adhere to all bidding laws in awarding contracts to their vendors. By law, school districts are allowed to utilize these awarded bids established through the cooperative purchasing agreements. These purchasing cooperatives allow flexibility to find needed products and supplies in an expeditious manner as well as keeping the district legally compliant.

The fees paid by Coppel ISD to purchasing cooperatives for FY 2012-2013 are as follows:

- TASB BuyBoard- No membership fees
- U.S. Communities – No membership fees
- The Cooperative Purchasing Network (TCPN) – No membership fees
- The Interlocal Purchasing System (TIPS) – No membership fees
- Purchasing Solutions Alliance (PSA) – No membership fees
- Harris County Department of Education (HCDE) – No membership fees
- Educational Purchasing Cooperative of North Texas (EPCNT) - \$100 annual fee to cover administrative costs
- Region 18 Purchasing Cooperative- \$850 annual fee to cover administrative costs and to handle/manage their extensive vendor database
- Texas Comptroller of Public Accounts (State of Texas) - \$100 annual fee to cover administrative costs

Total annual fees paid: \$1,050

**Fiscal Implications:**

All membership fees are paid out of the Business Office's General Operating Fund budget.

By providing and sharing this information with the Coppel ISD Board of Trustees, Coppel ISD is in compliance with House Bill 273.