

# Action Sheet

MEETING DATE: September 18, 2019

AGENDA ITEM: Discuss and consider approval of continuation of Purchasing Cooperative Arrangements and Fees

Background Information:

Section 44.0331, Texas Education Code, stipulates the following:  
**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).

Although none of our cooperative agreements exceed \$25,000, we feel that presenting this information maximizes transparency and ensures compliance with subsection (b).

For the period September 1, 2019 thru August 31, 2020, the estimated fees, paid by Galveston ISD to purchasing cooperatives, are as follows:

TASB BuyBoard- Although there is no membership fee, they do charge a \$400 processing fee for each purchase order for a vehicle.

TPASS – Texas Procurement and Support Services, also includes Piggyback Contracts, Term Contracts, DIR (Dept. of Information), TIBH Industries, TXMAS (Texas Multiple Award Schedule), Annual Fee \$100.00 for Administrative Costs

Houston-Galveston Area Council (HGAC) - Although there is no membership fee, they do charge a \$600.00 processing fee for each purchase order for a vehicle.

Region 5- There is an annual membership fee of \$400.00.

Fees are budgeted for in the 2019 – 2020-year general fund.

RECOMMENDATION: I move that the Board of Trustees approve continuation of purchasing cooperative arrangements and fees as presented.

  
Dr. Kelli Moulton  
Superintendent

  
Tim Barger  
Assistant Superintendent of  
Business & Operations