



# UNITED INDEPENDENT SCHOOL DISTRICT

## AGENDA ACTION ITEM

**Topic** Approval of Cooperative Program Contract Related Fees Report for the 2011-2012 fiscal year

**Submitted by:** Cordelia Flores-Jackson **of:** Purchasing Department

**Approved for transmittal to school board:** September 19, 2012

### Background Information:

CH Legal requires school districts that enter into a purchasing contract valued at \$25,000 or more, or under any other cooperative purchasing program authorized for school districts shall document any contract-related fee, including any management fee, and the purpose of each fee under the contract. The amount, purpose, and disposition of any fee 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.

The following cooperative purchasing programs were utilized by United ISD for the 2011 – 2012 fiscal year, the fees associated for each, and the purpose of the fee. All cooperatives are listed. Note that no other fees were paid related to any other contracts over \$25,000.

| Organization   | Fee          | Reason                  |
|--|--------------|-------------------------|
| Multi-Regional Purchasing Cooperative (Region 2)       | \$ 15,000.00 | Annual Membership fee   |
| HCDE – Harris County Department of Education           | \$ 0.00      | Annual Membership fee   |
| HGAC – Houston Galveston Are Council Program           | \$ 0.00      | Annual Membership fee   |
| Texas Procurement and Support Services (Comptroller's) | \$ 100.00    | Annual Membership fee   |
| TASB BuyBoard*   | \$ 2,480.00  | Vehicle / Bus Purchases |
| TCPN – Texas Cooperative Purchasing Network            | \$ 0.00      | Annual Membership fee   |
| US Communities   | \$ 0.00      | Annual Membership fee   |
| Child Nutrition Program – South Texas Coop Region 1    | \$ 14,657.00 | Annual Membership fee   |

\* The Buy Board Rebate program provided the District with a \$3,839.92 rebate for the 11-12 fiscal year

### Recommendation:

Staff recommends the UISD Board of Trustees approve the Cooperative Program Contract Related Fees Report\_provided above.

### Budgetary Information:

The budget includes the funds for these fees

### Board Policy Reference and Compliance

CH Legal – purchasing and acquisition  
Texas education code 44.031