

Cedar Hill Independent School District

BOARD OF TRUSTEES

Meeting Date: June 11, 2012

Presented by: Mr. Horace Williams, Superintendent of Schools

Subject: 2012-2013 Purchasing Categories and Sources

Information Item

BOARD GOAL: Align the budget process to achieve district goals.

This is the legal requirement that will keep the District in compliance with State Purchasing requirements and will allow the District to avoid an audit violation. There are a variety of methods which can be used to procure merchandise and services for the school district. It is the responsibility of the Business Services Department to identify an appropriate method of procurement for each item. Each of the State authorized methods allows procurement of goods and services at the best value with the use of the Tax Payer's money for products and services within their budget constraints.

BACKGROUND INFORMATION:

"All school district contracts, except contracts for the purchase of produce or vehicle fuel, valued at \$50,000 or more in the aggregate for each 12 month period shall be made by one of the methods per EC 44.031 that provides the best value for the district." Purchases in various categories as per attached list may exceed \$50,000 for the fiscal year 2012-2013. These purchases will be made from various purchasing coops, state contracts, TXMAS, Department of Information Resource (DIR) contracts and district awarded bids which are approved methods per EC 44.031.

RECOMMENDATION:

Review of information presented.

BOARD ACTION REQUIRED:

No action is required at this time.

POLICY AUTHORIZATION:

PURCHASING – CH - LEGAL

CONTACT PERSON(S):

Carrie Alexander

FUNDING SOURCE:

2012-2013 Board approved budget for General Fund, Grant Funds and Food Service Fund

ENCLOSURES:

Under separate covers