



Board Action Required X

No Action Required

To: Coppell ISD Board of Trustees
From: Sid Grant
Date: April 2, 2015
cc: Dr. Mike Waldrip, Kelly Penny, Larry Guerra, Jean Mosley

Re: Child Nutrition Fund Balance Use Request and Award of Vendor

The Child Nutrition Department is requesting permission to use a portion (\$315,870) of its fund balance to renovate and replace the following cafeteria serving line equipment. The Interlocal Contract purchasing method as provided in the Texas Education Code 44.031 was used to obtain the proposal from Pasco Brokerage, Inc. through our purchasing cooperative, TASB BuyBoard - Contract #429-13.

As a reminder, the Child Nutrition fund balance reached a total of \$1,251,313 as of August 31, 2014. Given the size of the fund balance, our auditor has indicated we need to spend down a significant portion of the fund balance to satisfy the requirements of the state. As you are aware with the Coppell High School kitchen addition, we will be utilizing \$300,000 of the Child Nutrition fund balance to assist with the kitchen equipment upgrades/replacement. Therefore, with the additional requests below, we will essentially be decreasing our fund balance by a total of \$615,870.00, thereby putting our fund balance at a level within the state requirements. The remaining fund balance will be sufficient to cover three months of operational expenses, which is the maximum the state prefers school districts to have in their child nutrition fund balance.

Specific Repair/Replacement and Cost by School:

Denton Creek Elementary

- Replace 17 year old serving counters with new \$ 123,385.00

Town Center Elementary

- Replace 20 year old serving counters with new \$ 128,385.00

Coppell Middle School East

- Relocate and modify Coppell High School serving counters to Coppell Middle School East \$ 64,100.00

Total Recommended Award to Pasco Brokerage, Inc. \$315,870.00

Recommended Motion: I move that we approve Pasco Brokerage, Inc. as the vendor to complete the cafeteria serving line replacements at Denton Creek Elementary, Town Center Elementary, and Coppell Middle School East, as presented, at a total cost of \$315,870.00, and that the Child Nutrition fund balance be utilized to fund this purchase.