



To: Coppell ISD Board of Trustees
From: Josette Dobbins, Director of Purchasing
Date: June 22, 2026
cc: Dr. Leanne Shivers and Dr. Amber Lasseigne
Re: *Recommendation to Approve Purchasing Cooperative Usage and Associated Fees Paid by CISD*

Background Information:

House Bill 273 (Acts 2021, 87th Leg., R.S., Ch. 855, S.B. 799), effective September 1, 2021, requires school districts to disclose annually the amounts spent on cooperative purchasing fees. The law stipulates:

Sec. 44.0331. MANAGEMENT FEES UNDER CERTAIN COOPERATIVE PURCHASING CONTRACTS

A school district entering into a purchasing contract valued at \$25,000 or more under Section 44.031(a)(5), Subchapter F, Chapter 271, Local Government Code, or any other cooperative purchasing program authorized by law, must document any contract-related fees, including management fees, paid by or to the district, and specify the purpose of each fee.

- a) The amount, purpose, and disposition of any fees described in Subsection (a) must be presented in a written report, which should be submitted annually at an open meeting of the board of trustees. The report must be listed as an agenda item.
- b) The commissioner may audit the written report described in Subsection (b).
- c) School districts are permitted to use awarded bids from cooperative purchasing agreements, which provide flexibility and efficiency in acquiring goods and services while maintaining legal compliance. All listed purchasing cooperatives adhere to applicable bidding laws when awarding contracts to vendors

Purchasing Cooperatives and Fees for FY 2026-2027:

- **1GPA (Government Procurement Alliance):** No membership fee
- **BuyBoard (Texas Association of School Boards):** No membership fee
- **Central Texas Purchasing Alliance:** \$150 annual fee (covers administrative costs)
- **DIR (Texas Department of Information Resources):** No membership fee
- **E&I Cooperative Services:** No membership fee
- **GSA (U.S. General Services Administration):** No membership fee

- **HCDE (Harris County Department of Education), Choice Partners:** No membership fee
- **H-GAC (Houston-Galveston Area Council):** No membership fee
- **Omnia Partners (includes National IPA, TCPN, & U.S. Communities):** No membership fee
- **Purchasing Solutions Alliance (PSA), Brazos Valley COG:** No membership fee
- **Region 2 ESC (GoodBuy Purchasing Cooperative):** No membership fee
- **Region 3 ESC (Purchasing Cooperative of America):** No membership fee
- **Region 6 ESC (RESC 6):** No membership fee
- **Region 7 ESC Purchasing Cooperative** - Cooperative membership fee is based on entity enrollment (TEA PEIMS Student Enrollment Reports $\$0.50 \times 13,233 + \400 admin fee) = \$5,400
- **Region 8 ESC (TIPS USA):** No membership fee
- **Region 10 ESC:** No membership fee
 - EdTech Exchange
 - Equalis Group Purchasing Cooperative
- **Region 11 ESC:** No membership fee
 - EPCNT (Educational Purchasing Cooperative of North Texas): \$100 annual fee
- **Region 13 ESC:** No membership fee
- **Region 14 ESC (NCPA):** No membership fee
- **Region 15 ESC (791 Purchasing Cooperative):** No membership fee
- **Region 16 ESC (TexBuy):** No membership fee
- **Region 17 ESC (WTFSC):** No membership fee
- **Region 18 ESC:** No membership fee; \$990 annual fee (covers administrative costs)
- **Region 19 ESC (Allied States):** No membership fee
- **PACE (Purchasing Association of Cooperative Entities):** No membership fee
- **Sourcewell (formerly NJPA):** No membership fee
- **Statewide Procurement Division (CMBL, TPASS, TXMAS, TXSmartBuy):** \$100 annual fee (covers administrative costs)
- **Tarrant County Purchasing Cooperative:** No membership fee

Total estimated annual fees: \$6.640

Fiscal Implications:

All membership fees are paid from the Business Office's General Operating Fund budget. By providing and sharing this information with the Coppell ISD Board of Trustees, Coppell ISD is compliant with House Bill 273.

Recommendations:

It is recommended that the Coppell ISD Board of Trustees approve the district's continued use of these purchasing cooperatives and acknowledge the associated fees. Utilizing these cooperatives allows the district to leverage collective purchasing power, achieve cost savings, reduce administrative effort, and access a broad range of products and services. If approved, CISD will prioritize contracts that provide competitive pricing and value.

**REGION VII EDUCATION SERVICE CENTER
PURCHASING COOPERATIVE
INTERLOCAL AGREEMENT**

This Interlocal Agreement (“Agreement”) is entered into by and between the governmental entities shown below (“Parties”) in accordance with the Interlocal Cooperation Act, Texas Gov’t Code §791.001 *et seq.*, Local Government Code, Chapter 271, Subchapter F, and Texas Education Code §8.002 for the term beginning September 1, 2025, and continuing through August 31, 2026, subject to the terms, rights and duties stated herein. This Agreement shall automatically renew annually unless either party provides written notice at least thirty (30) days prior to the end of the existing term. Either party may also terminate the Agreement at any time upon providing at least thirty (30) days prior written notice to the other party. The district participation fee will be prorated at the end of the thirty (30) day notice period.

The purpose of the purchasing cooperative is to assist eligible governmental and educational entities to secure quality services and products at the best value and in the best interest of the taxpayers through a joint competitive procurement process. The purchasing cooperative establishes a formal process that provides all prospective vendors an opportunity to offer competitive prices and the best value for necessary goods and services to participating entities.

The participating entity shall place orders and make payments directly to an approved vendor and is responsible for such vendor’s compliance with any provisions relating to the quality of items, terms of delivery, and any other terms and conditions between the vendor and participating entity. All payments, fees, and disbursements required as a result of participation in the purchasing cooperative are set forth on the purchasing cooperative’s website and shall be made from current revenues available to the paying party. The parties agree that such payments, fees, and disbursements fairly compensate the performing party for the services or functions performed under this Agreement. Each party represents that this Agreement has been approved by its governing board at a duly constituted and posted public meeting, and that the persons named below have been duly authorized to execute this Agreement on behalf of the entity shown.

AGREED:

<u>Coppell Independent School District</u> Participating Entity	<u>Josette Dobbins/Director of Purchasing</u> Contact Person/Title
BY: _____ Supt./President/Executive Director	<u>June 22, 2026</u> Date

AGREED:

BY: _____ Region VII ESC Executive Director	_____ Date
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Purchasing Cooperative Membership
Interlocal Agreement
2026 - 2027

SERVICE ABSTRACT

This interlocal agreement contract is made and entered into pursuant to the authority granted by Chapter 791 of the Texas Government Code and Chapter 8 of the Texas Education Code, by and between Coppell Independent School District (Cooperative Member) and Region 18 Education Service Center (Region 18 ESC). The Cooperative Member desires to participate in the 2025 - 2026 Purchasing Cooperative, commencing on **June 23, 2026, to June 22, 2027**, for the amount of **\$990.**

The Region 18 ESC Purchasing Cooperative was formed to reduce the cost of purchasing and bidding. Region 18 ESC, on behalf of the Cooperative Member, solicits a "Discount" RFP in an effort to streamline the purchasing process for both vendors and Region 18 ESC Purchasing Cooperative Members.

Membership in the Purchasing Cooperative allows school Cooperative Members to make purchases from vendors listed on the Approved Vendor list without having to separately bid items. There are numerous vendors who respond to the Region 18 ESC Purchasing Cooperative Discount RFP.

EDGAR, TEA & HB 1295

This is to serve as certification of the Region 18 ESC Purchasing Cooperative's compliance with EDGAR and TEA (FASRG) policies. As a program of the Education Service Center, Region 18, located in Midland, Texas, the Region 18 ESC Purchasing Cooperative is required by law to follow the most restrictive procurement rules currently in effect. For micro-purchases below \$10,000, federal rules apply. In addition, per state rules, any Local Education Agency is best served with a local policy identifying a threshold below \$50,000 for which they do not require a competitive process. For purchases between \$10,001 and \$49,999, federal rules require price or rate quotations from an adequate number of qualified sources, making the federal rules more restrictive than those required by the State of Texas. At \$ 50,000 and above, state rules become more restrictive and must be followed. At \$250,000 and above, the federal rule is most restrictive in regard to the cost/price analysis and must be followed in conjunction with state rules.

The Region 18 ESC Purchasing Cooperative is unable to conduct the cost or price analysis in this final category because the exact purchase is only determined by our member(s), causing the analysis to be conducted by them once the exact purchase is determined. As such, there may be times you will need to do your own cost/price analysis due to it being impracticable or impossible for the Region 18 ESC Purchasing Cooperative to perform one as required by law. Department of Education General Administrative Regulations 200.318(e) – encourages non-2 CFRs federal entities to enter into state inter-entity agreements where appropriate for procurement or use of common or shared goods and services to foster greater economy and efficiency.

The Region 18 ESC Purchasing Cooperative must follow the same state and federal procurement rules that would apply if an LEA made the procurement themselves along with the appeals process, full and open competition, and ensuring adequate competition. Because at the time of procurement, the Region 18 ESC Purchasing Cooperative is unable to determine which of its contracts will be used by our member(s) using federal funds, we will competitively procure each

and every contract awarded under Section 44.031 of the Texas Education Code and will comply with EDGAR on every procurement action. Concerning Texas HB 1295, as each LEA has their own Board Policies and their own thresholds where board action is required, the Region 18 ESC has not initiated the Certificate of Interested Parties (Form 1295). As such, compliance with HB 1295 will be the responsibility of each member for purchases that meet the requirements as stated in HB 1295 and found on the State of Texas Ethics Commission website.

Participating Cooperative Members are responsible for the following:

- Taking board action to approve membership in the cooperative
- Paying the appropriate membership fee to Region 18 ESC
- Selecting and providing a purchase order number through the online ordering system
- Following ordering procedures as established, submitting purchase orders directly to the vendors
- Seeking resolution of all problems regarding billing, deliveries, quality/quantity with vendors

Region 18 ESC will provide the following services on behalf of Cooperative Members:

- Issuing invitations to RFP
- Posting legal notices
- Tabulating results for the Purchasing Cooperative Committee and Cooperative Members
- Providing participating Cooperative Members with procedures for purchasing from the cooperative
- Taking board action to approve membership into the cooperative as necessary

SIGNATURES

The individuals signing below are authorized to do so by the respective Cooperative Member to this agreement.

For and on behalf of the
Cooperative Member

For and on behalf of
Region 18 ESC

Authorized Signature

Authorized Signature

Dr. Leanne Shivers, Superintendent

Printed Name, Title

Printed Name, Title

June 22, 2026

Date

Date