



# UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

**Topic** Approval of Cooperative Program Contract Related Fees Report for the 2018-2019 fiscal year

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

**Approved for transmittal to school board:** November 20, 2019

**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 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 2018 – 2019 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
ESC Region 2 / Goodbuy	\$ 900.00	Vehicle Purchase fee
HCDE – Harris County Department of Education	\$ 0.00	Membership fee
Choice Partners	\$ 0.00	Membership fee
HGAC – Houston Galveston Area Council Program	\$ 1,000.00	Vehicle Purchase Fee
TASB BuyBoard*	\$ 0.00	Membership Fees
Texas Department of Information Resources (DIR)	\$ 0.00	Membership fee
Texas Procurement and Support Services (Comptroller’s)	\$ 100.00	Membership fee
The Interlocal purchasing System (TIPS)	\$ 0.00	Membership fee
US Communities Purchasing Cooperative	\$ 0.00	Membership fee
Purchasing Association of Cooperative Assoc. (PACE)	\$ 0.00	Membership fee
Child Nutrition Program – South Texas Coop Region 1	\$ 15,157.80	Membership fee
National IPA	\$ 0.00	Membership fee
TX Mas – Texas Multiple Award Schedules	\$ 0.00	Membership fee

**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