

**Purchase Request #7**  
**Regular Board Meeting August 6, 2019**  
**Consideration of Approval of Additional Funds**  
**for On-Line Purchases of Various Products**

**ADMINISTRATION RECOMMENDATION/REPORT**

The District President recommends the Board of Trustees approve the expenditure of additional funds for the purchase of on-line purchases of various products through Amazon Business.

**BACKGROUND**

Equipment purchased through this contract includes office supplies, classroom, school and art supplies and materials, scientific equipment, books, lab supplies and other miscellaneous online items.

Amazon Business has a contract through the Omnia Partners (formerly US Communities Cooperative Purchasing Program), Contract #R-TC-1706 and is in compliance with the competitive procurement requirements set forth in Section 44.031 of the Texas Education Code, as permitted under Section 791.011 of the Texas Government Code. Reference number (REF) 4088 was issued to track the volume of spend for on-line purchases of various products through Amazon Business.

**IMPACT OF THIS ACTION**

Purchases from Amazon Business provides a resource for district departments to purchase various products at a substantial cost savings with free 2-day shipping on items fulfilled by Amazon.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The Board approved the original contract in August 2018 for a total amount of \$100,000. This purchasing request is for a spend authorization of \$20,000 which will cover the District's needs for the remainder of the current Fiscal Year subject to Board approval for the products and services described and in accordance with Board Policy CF (Local) and Texas Education Code Section 44.031.

**MONITORING AND REPORTING TIMELINE**

The term of contract is September 1, 2018 through August 31, 2019

**RESOURCE PERSONNEL**

Steven Bassett

Chief Financial Officer

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