



December 14, 2017

**RE: Report of Management Fees September 2016 – August 2017**

Dear Administrator,

The Local Government Purchasing Cooperative (the "Cooperative") is providing the following report on fees received by the Cooperative from vendors for purchases your district made through the BuyBoard® during the last fiscal year. The Cooperative is providing this information in order for your district to determine its compliance requirements under Section 44.0331 of the Education Code, which states:

Sec. 44.0331. MANAGEMENT FEES UNDER CERTAIN COOPERATIVE PURCHASING CONTRACTS.

- (a) A school district that enters into a purchasing contract valued at \$25,000 or more under Section 44.031(a)(5), under Subchapter F, Chapter 271, Local Government Code, or under any other cooperative purchasing program authorized for school districts by law shall document any contract-related fee, including any management fee, and the purpose of each fee under the contract.
- (b) The amount, purpose, and disposition of any fee described by Subsection (a) must be presented in a written report and submitted annually in an open meeting of the board of trustees of the school district. The written report must appear as an agenda item.
- (c) The commissioner may audit the written report described by Subsection (b).

The Interlocal Participation Agreement executed by your district allows the Cooperative to collect a vendor fee up to 2% of the purchase price paid by a Cooperative member or a flat fee amount for vehicles that is set by the Cooperative Board of Trustees. These vendor fees compensate the Cooperative for the services and functions performed under the Interlocal Participation Agreement and enable the Cooperative to pay the administrative, endorsement, licensing, marketing, and other expenses involved in successfully operating a program of electronic commerce for Cooperative members. **These fees are collected from vendors, not Cooperative or BuyBoard members.**

This report is based on purchase orders processed through the BuyBoard and paid by the vendor as of August 31, 2017. Vendor fees that are reflected are based on those contracts or purchase orders valued at \$25,000 or more and all other fees collected for those orders valued at less than \$25,000—in essence, all purchase activity by your district. The vendor fees reflect the amount invoiced and actually collected by the Cooperative. Please note that if your district made a purchase during the last fiscal year but the vendor had not yet sent its fee to the Cooperative, it is not reflected on this report.

The amazing growth of the Cooperative over the last couple of years has resulted in the Cooperative actually generating more in vendor service fees than it needs to cover its annual expenditures. As a result, the Cooperative Board approved a distribution of up to \$7.5 million to be rebated to 973 members, with each entity's rebate based on the amount of excess vendor service fees generated by its purchases. The rebate is reflective of your participation in the Cooperative for the 2016-17 fiscal year. If you received a rebate, it is indicated on the management fee report that follows.

If you have any questions please call us at 800-695-2919. Thank you for past support of the Cooperative and we look forward to providing you continued service in the upcoming year.

Respectfully,



Sharon McAfee  
Department Director, Cooperative Purchasing



**Cooperative Management Fee Report:** 9/1/2016 - 8/31/2017

Ector County ISD

Contracts or Purchase Orders at \$25,000 or more

Vendor	Date	PO Number	PO Amount	Vendor Fees
Perma-Bound Books	5/23/2017	16018119-00	\$90,274.87	\$112.99
Blue Star Bus Sales, Ltd.	2/27/2017	17010669-00	\$177,960.00	\$800.00
ExerPlay, Inc.	6/29/2017	17012830-00	\$99,949.00	\$1,998.98
ExerPlay, Inc.	8/3/2017	17015732-00	\$99,949.00	\$1,998.98
Opal Booz and Associates	9/16/2016	17000686-00	\$31,178.55	\$623.57
Opal Booz and Associates	9/16/2016	17001594-00	\$45,570.92	\$911.42
Opal Booz and Associates	12/19/2016	17007124-00	\$48,556.71	\$971.13
ExerPlay, Inc.	11/28/2016	17002011-00	\$96,490.00	\$1,929.80
ExerPlay, Inc.	1/4/2017	17004886-00	\$102,799.00	\$2,055.98
ExerPlay, Inc.	8/3/2017	17015731-00	\$99,949.00	\$1,998.98
Longhorn Bus Sales LLC	12/12/2016	17003260-00	\$648,671.00	\$800.00
Opal Booz and Associates	9/16/2016	17001003-00	\$50,000.00	\$1,000.00
Opal Booz and Associates	9/16/2016	17001487-00	\$66,721.66	\$1,334.43
Teacher Created Materials	6/26/2017	17008085-00	\$175,500.00	\$3,510.00
Chrysler Jeep Dodge City of McKinney	9/27/2016	17001106-00	\$26,495.00	\$400.00
ExerPlay, Inc.	11/28/2016	17002010-00	\$99,949.00	\$1,998.98
Pearson Education, Inc.	4/3/2017	17013014-00	\$271,566.79	\$5,431.34
Pearson Education, Inc.	5/30/2017	17014080-00	\$33,972.47	\$679.45
Pearson Education, Inc.	7/20/2017	17017384-00	\$25,196.40	\$503.93
Teacher Created Materials	4/3/2017	17013025-00	\$28,349.29	\$566.99
Cengage Learning	6/21/2017	17017355-00	\$37,812.50	\$756.25
ExerPlay, Inc.	6/29/2017	17012829-00	\$99,949.00	\$1,998.98
N Tune Music and Sound, Inc.	4/10/2017	17011763-00	\$43,363.90	\$867.28
Opal Booz and Associates	9/16/2016	17002308-00	\$31,604.64	\$632.09
Opal Booz and Associates	11/15/2016	17006149-00	\$57,566.00	\$1,151.32
Caldwell Country Chevrolet	6/21/2017	17014637-00	\$39,220.00	\$400.00
Education Advanced, Inc.	2/27/2017	17010047-00	\$30,000.00	\$600.00
Opal Booz and Associates	9/16/2016	17000489-00	\$37,685.00	\$753.70
Opal Booz and Associates	9/16/2016	17001486-00	\$43,741.98	\$874.84
Opal Booz and Associates	9/16/2016	17001593-00	\$74,360.00	\$1,487.20
Pearson Education, Inc.	5/30/2017	17013432-00	\$92,728.97	\$1,854.58





**Cooperative Management Fee Report:** 9/1/2016 - 8/31/2017

Ector County ISD

Contracts or Purchase Orders at \$25,000 or more

Vendor	Date	PO Number	PO Amount	Vendor Fees
Pearson Education, Inc.	7/20/2017	17017366-00	\$29,975.76	\$599.52
Total for contracts at \$25,000 or more			\$2,937,106.41	\$41,602.71



**Cooperative Management Fee Report:** 9/1/2016 - 8/31/2017

Ector County ISD

	<b>PO Amount</b>	<b>Vendor Fees</b>
Total for all other contracts or purchase orders	\$1,339,954.81	\$26,754.77
Total of all purchases orders processed	\$4,277,061.22	\$68,357.48
Rebate Paid		\$(39,508.00)
Net Amount of Fees Collected		\$28,849.48
Percentage of Vendor Service Fee Collected		0.67%