

Executive Summary of Board Agenda Item

Subject/Title for Agenda Posting: Annual Report on Management Fees Under Purchasing Cooperative Contracts

Justification Statement: Texas Education Code 44.0331 requires that school districts disclose the amounts spent on purchasing cooperative fees on an annual basis.

Purpose of Agenda Item: Information Discussion Action
Item Type: Curriculum & Instruction Human Resources Business Services

Staff Responsible: Veronica Campbell
Signature of Requester(s)
Veronica Campbell
Signature of Presenter(s)
CP 06/12/2026
Business Services Approval (Initials) *Date*

Agenda Summary:

Pursuant to Texas Education Code Section 44.0331 - Management Fees Under Certain Purchasing Cooperative Contracts, Purchasing staff is required to provide an updated report on cooperative contract agencies used and any fees involved on an annual basis.

(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 a contract-related fee, including a management fee, paid by or to the district 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).

RECOMMENDATION:

PRIOR BOARD ACTION: AWARDED: AWARDED AMOUNT:

AMOUNT(S):

ACCOUNT NO(S):

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)

REQUESTING DEPARTMENT:

Financial Services; Purchasing

CONSEQUENCES OF NON-APPROVAL:

Will not be able to utilize the Purchasing Cooperatives that can provide district needed resources.

IMPLEMENTATION TIMELINE:

ATTACHMENT(S): ✓

Purchasing Cooperative Contracts Management Fees List



**CANUTILLO INDEPENDENT SCHOOL DISTRICT
INTERLOCAL AND COOPERATIVES ANNUAL FEES OWED**

<u>Cooperative Contracts</u>	Established	Membership Fee
Central Texas Purchasing Alliance (Round Rock)	9/17/2018	\$150.00 annually
Region 20 - 2013 Purchasing Cooperative	8/25/2020	\$875.00 annually
Texas Association of School Boards - BuyBoard: fees are only assessed when purchasing vehicles (\$400.00), ambulances/school buses (\$800.00), and fire apparatus vehicles (\$1,500.00). BuyBoard assesses a flat amount per purchase order, regardless of the number of vehicles being purchased.	2/13/2007	Applies as noted