

COLLEGE STATION I.S.D.
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PURCHASING OFFICE

INTER-DEPARTMENTAL MEMO

TO: Mike Martindale

DATE: September 6, 2017

SUBJECT: Purchasing Cooperative Fees Report for 2016-2017 and
Approval of Renewal Memberships for 2017-2018

Per House Bill 273 passed during the 80th Legislative Session, school districts are required to submit annually a written report to the their board of trustees the fees paid to purchasing cooperatives and the purpose of such fees.

College Station ISD was a member of the following purchasing cooperatives during the 2016-2017 school year. Membership in these purchasing cooperatives is authorized under TEC 44.031 (a) (4), was instituted through an inter-local agreement between the cooperative and College Station ISD. Each of these cooperatives follows the competitive bidding laws of the State of Texas, and College Station ISD accesses this discount pricing by following the guidelines of the cooperative.

1. Harris County Department of Education (HCDE) which includes Choice Facility Partners and the Choice Food Cooperative- no membership fee.
2. The Cooperative Purchasing Network (TCPN) (sponsored by Region 4 ESC) - no membership fee.
3. Texas Local Government and Statewide Purchasing Cooperative (TASB Buy Board)- no membership fee. The district received a rebate check for \$12,061.67.00 based on its participation in the cooperative for the 2015-2016 fiscal year.

The district purchased (1) 2016 Toyota Sienna Passenger/Cargo Van for the Purchasing Department and (1) 2017 Toyota Sienna Passenger/Cargo Van for Special Services. An administrative handling fee of \$400 per order or \$800 total was paid to the vendor for these vehicle purchases.

The district purchased five (5) 2017 Dodge Chargers for the School Resource Deputies (SRD). An administrative handling fee of \$400 was

paid to the vendor for these vehicle purchases.

The district purchased one (1) 2017 Chevrolet 1500 Crew Cab Truck for the Technology Department. An administrative handling fee of \$400 was paid to the vendor for this vehicle purchase.

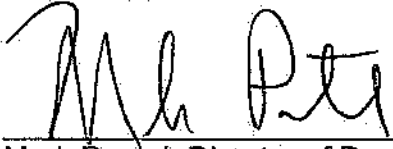
The district purchased one (1) 2016 Chevrolet 1500 Silverado Crew Cab Truck, one (1) 2017 Chevrolet 1500 Silverado Crew Cab Truck and four (4) 2017 Chevrolet 2500 Silverado Regular Cab Trucks for the Facilities Department. An administrative handling fee of \$400 per purchase order or \$2,000 total was paid to the vendor for these vehicle purchases.

The district purchased one (1) 2017 Dodge 4500 Truck for the Transportation Department. An administrative handling fee of \$400 was paid to the vendor for this vehicle purchase.

The district purchased one (1) 2017 Ford F350 Crew Cab 4 x 2 Truck for the Career and Technology Department at A&M Consolidated High School. An administrative handling fee of \$400 was paid to the vendor for this vehicle purchase.

4. State of Texas Cooperative Purchasing Program (administered by Texas Comptroller of Public Accounts) - annual membership fee is \$100.
5. Department of Information Resources (DIR) (State Agency) - no membership fee.
6. Choice Partners Cooperative (sponsored by Houston-Galveston Area Council of Governments) - no membership fee.
7. Purchasing Solutions Alliance (PSA) - no membership fee. The district received a rebate check from Office Max for \$557.20 for the purchases made through this cooperative for the 2016-2017 fiscal year.
8. Region 6 ESC Purchasing Cooperative- no membership fee.
9. Region 19 ESC Purchasing Cooperative - no membership fee.
10. U.S. Communities Purchasing Cooperative- no membership fee.
11. PACE Purchasing Cooperative- no membership fee.
12. School Purchasing Alliance- no membership fee.
13. Region 20 ESC 2013 Purchasing Cooperative- The annual membership fee was \$875 for 2016-2017. This cooperative provides access to a unique group of vendors, materials and services that are compliant with federal procurement requirements.
14. National Cooperative Purchasing Alliance (NCPA) - no membership fee.

It is recommended that the Board of Trustees accept the Cooperative Fees Report for FY 2016-2017 and renew the current cooperative memberships for FY 2017-2018.

A handwritten signature in black ink, appearing to read 'Mark Pantel', written over a horizontal line.

Mark Pantel, Director of Purchasing